BOOK/ARTICLE MANUSCRIPT DEVELOPMENT PROPOSAL **DEPARTMENTAL ACTION**

**(*This grant may be availed only by any given faculty member once every three years. Projects that are already finished may not be given this grant.)***

**A.** **Title of Work**

**B.** **Proponent Department/College**

**C.** **Project Appraisal**

(Comments of the department chairperson and/or senior faculty on the proposed work)

**D.** **University’s strategic research area(s)**

**The proposal is consistent with the following University’s strategic research areas. (Please tick the appropriate box below to indicate the area).**

□ Food, Nutrition, and Health (e.g., biochemistry of food products, science and engineering of potable water, cancer risks and cure from food, sensory labs, economic impact studies of nutrition programs in schools)

□ Sustainability, the Environment, and Energy (e.g., climate change, eco-design of houses and urban centers, industrial ecology, nano-carbon tubes, solar-powered tricycles and sheds)

□ Women, Children, and Family (e.g., studies on gender, OFW families, micro-finance, laws for the protection of human rights, impact of globalization on the average Filipino family)

□ Living Culture and Contemporary Societies (e.g., history, digital art, languages, comparative literature, human-computer interfaces, study on social networks on the Web, impact of globalization on the mobility of students and workers)

□ Learners and Learning Innovations (e.g., impact studies on K to 12, ICT-based-learning, transformative learning, software gadgets for learning, assessment of public school system)

**E.** **Degree of department’s/college’s need for the proposed project**

Is the proposal in line with the department’s/college’s research thrusts? Yes

No

**F.** **Recommendation**

For Approval

Recommended Number of Research Units for the project:

*(****Maximum of 3 units for journal article and book chapter, 6 units for book, URC Approved July 28, 2020)***

Research Load Research Honorarium

For conditional approval (specify conditions):

**Recommended by:**

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Chair, Department

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ CRC Representative

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date

**For Part-Time Faculty Member:**

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Dean Date

**Disclaimer: This endorsement from the Department Chair and/or Dean shall solely be for the merit of the project proposal. Any decision regarding the faculty member’s status (hiring/renewal) shall supersede this endorsement.**

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BOOK/ARTICLE MANUSCRIPT DEVELOPMENT PROPOSAL **DEPARTMENTAL ACTION**

**A.** **Title of Work**

**B.** **Co-proponent Department/College**

**C.** **Project Appraisal**

(Comments of the department chairperson and/or senior faculty on the proposed work)

**D.** **University’s strategic research area(s)**

**The proposal is consistent with the following University’s strategic research areas. (Please tick the appropriate box below to indicate the area).**

□ Food, Nutrition, and Health (e.g., biochemistry of food products, science and engineering of potable water, cancer risks and cure from food, sensory labs, economic impact studies of nutrition programs in schools)

□ Sustainability, the Environment, and Energy (e.g., climate change, eco-design of houses and urban centers, industrial ecology, nano-carbon tubes, solar-powered tricycles and sheds)

□ Women, Children, and Family (e.g., studies on gender, OFW families, micro-finance, laws for the protection of human rights, impact of globalization on the average Filipino family)

□ Living Culture and Contemporary Societies (e.g., history, digital art, languages, comparative literature, human-computer interfaces, study on social networks on the Web, impact of globalization on the mobility of students and workers)

□ Learners and Learning Innovations (e.g., impact studies on K to 12, ICT-based-learning, transformative learning, software gadgets for learning, assessment of public school system)

**E.** **Degree of department’s/college’s need for the proposed project**

Is the proposal in line with the department’s/college’s research thrusts? Yes

No

**G. Recommendation**

For Approval

Recommended Number of Research Units for the project:

*(****Maximum of 3 units for journal article and book chapter, 6 units for book, URC Approved July 28, 2020)***

Research Load Research Honorarium

For conditional approval (specify conditions):

**Recommended by:**

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Chair, Department

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ CRC Representative

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date

**For Part-Time Faculty Member:**

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Dean Date

**Disclaimer: This endorsement from the Department Chair and/or Dean shall solely be for the merit of the project proposal. Any decision regarding the faculty member’s status (hiring/renewal) shall supersede this endorsement.**

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BOOK/ARTICLE MANUSCRIPT DEVELOPMENT PROPOSAL

**UN Sustainable Development Goals (To be filled out by the Faculty Proponent/s)**

In support of the University research initiatives of mapping a research portfolio vis-a-vis the UN Sustainable Development Goals (SDGs) for better tracking of research impact, **please tick the appropriate box below to indicate the SDG which your proposal seeks to address:**

 Goal 1: End poverty in all its forms everywhere

 Goal 2: End hunger, achieve food security and improved nutrition and promote sustainable agriculture

 Goal 3: Ensure healthy lives and promote well-being for all at all ages

 Goal 4: Ensure inclusive and equitable quality education and promote lifelong learning opportunities

 Goal 5: Achieve gender equality and empower all women and girls

 Goal 6: Ensure availability and sustainable management of water and sanitation for all

 Goal 7: Ensure access to affordable, reliable, sustainable and modern energy for all

 Goal 8: Promote sustained, inclusive and sustainable economic growth, full and productive employment and decent work for all

 Goal 9: Build resilient infrastructure, promote inclusive and sustainable industrialization and foster innovation

 Goal 10: Reduce inequality within and mong countries

 Goal 11: Make cities and human settlements inclusive, safe, resilient and sustainable

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BOOK/ARTICLE MANUSCRIPT DEVELOPMENT PROPOSAL

**UN Sustainable Development Goals (To be filled out by the Faculty Proponent/s) (Continued)**

 Goal 12: Ensure sustainable consumption and production patterns

 Goal 13: Take urgent action to combat climate change and its impacts

 Goal 14: Conserve and sustainably use the oceans, seas and marine resources for sustainable development

 Goal 15: Protect, restore and promote sustainable use of terrestial ecosystems, sustainably

manage forests, combat desertification, and halt and reverse land degradation and halt biodiversity loss

 Goal 16: Promote peaceful and inclusive societies for sustainable development, provide

access to justice for all and build effective, accountable and inclusive institutions at all levels

 Goal 17: Strengthen the means of implementation and revitalize the global partnership for all sustainable development

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BOOK/ARTICLE MANUSCRIPT DEVELOPMENT PROPOSAL Research and Grants Management Office

3/F HSSH \* Locals 164/257

**Proponent**

 Department

 Status:

**Full-time faculty:** Full time permanent

Full time visiting professor Full time probationary

1st year of probation 3rd year of probation 2nd year of probation

Full-time contractual/full-time fixed term contract Half-time

**Academic Service Faculty (ASF):** Full time permanent

Full time probationary 1st year of probation 2nd year of probation 3rd year of probation

Full-time contractual/full-time fixed term contract Half-time

**Part-time faculty:**

 Rank: Teaching Units:

 Involvement in another research project

Yes College Others

No

Please indicate the title of research project and source of funding:

 Research Load from the Faculty Development Program Yes No

**BIO-DATA (not less than 50 words)**

**(FACULTY IS REQUIRED TO INCLUDE ACADEMIC AND NON ACADEMIC EXPERIENCES RELATED TO THE RESEARCH BEING PROPOSED) You may use another sheet if necessary.**

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BOOK/ARTICLE MANUSCRIPT DEVELOPMENT PROPOSAL Research and Grants Management Office

3/F HSSH \* Locals 164/257

**Co-proponent**

 Department

 Status:

**Full-time faculty:**

Full time permanent

Full time visiting professor Full time probationary

1st year of probation 3rd year of probation 2nd year of probation

Full-time contractual/full-time fixed term contract Half-time

**Academic Service Faculty (ASF):** Full time permanent

Full time probationary 1st year of probation 2nd year of probation 3rd year of probation

Full-time contractual/full-time fixed term contract Half-time

**Part-time faculty:**

 Rank: Teaching Units:

 Involvement in another research project

Yes College Others

No

Please indicate the title of research project and source of funding:

 Research Load from the Faculty Development Program Yes No

**BIO-DATA (not less than 50 words)**

**(FACULTY IS REQUIRED TO INCLUDE ACADEMIC AND NON ACADEMIC EXPERIENCES RELATED TO THE RESEARCH BEING PROPOSED) You may use another sheet if necessary.**

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BOOK/ARTICLE MANUSCRIPT DEVELOPMENT PROPOSAL

**Nature of the Project**

Is the initial material of the proposed Book/Article Manuscript Development Project

 a product of an RGMO-funded project? Yes No

(RGMO-funded dissertations/theses may qualify for this project, but other RGMO-funded reports are not qualified)

 a product of an externally-funded project? Yes No

(If yes, a letter of clearance for publication from the funding agency must be attached to this proposal)  of interest to the target journal/press? Yes No

(Evidence of prior communication with the target journal/press must be attached to this proposal)

expected output Book **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** Journal Article \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature of Proponent(s):

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Printed name/Date

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Printed name/Date

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Printed name/Date

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Printed name/Date

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BOOK/ARTICLE MANUSCRIPT DEVELOPMENT PROPOSAL

**FORMAT for the BODY of the BOOK/ARTICLE MANUSCRIPT DEVELOPMENT PROPOSAL** Research and Grants Management Office (attach to the first 7 pages above)

**I.** **Title of Book/Article:**

**II.** **Proposal Abstract (50-100 words):**

**III.** **Summary of Introduction:**

**IV.** **Theoretical Framework:**

**V.** **Method:**

 Describe the procedures for data collection and analysis, and how possible ethical issues/concerns will be addressed in the conduct of the research. (Provide response whenever applicable)

**VI.** **References:**

**VII.** **Detailed Plan on How to Revise or Update the Sections of the Initial Material:** (Please submit a copy of the initial material)

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BOOK/ARTICLE MANUSCRIPT DEVELOPMENT PROPOSAL

**RESOURCE PLAN**

**I.** **Workplan**

 Duration of the entire project (number of terms) \_\_\_\_\_\_\_

(Article Manuscripts must be completed in a term while Book Manuscripts must be completed in two terms).

 Number of hours per week proponent(s) expect to work on the project and research units:

Note: **Maximum of 3 units for journal article and book chapter, 6 units for book*.*** Research units are computed as 56 hours of actual research work per term of 14 weeks for one research unit (meaning 4 hours/week equals 1 research unit). However, the decision on what constitutes a reasonable number of hours for work on the project rests upon the College Research Council.

Check arrangement for Recommended

 Proponent 1: \_\_\_\_\_\_ hrs./week  Proponent 2: \_\_\_\_\_\_ hrs./week  Proponent 3: \_\_\_\_\_\_ hrs./week  Proponent 4: \_\_\_\_\_\_ hrs./week  Proponent 5: \_\_\_\_\_\_ hrs./week

Research units Research Load Research Load Research Load Research Load Research Load

Honorarium Honorarium Honorarium Honorarium Honorarium

no. of units \_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_

**Total** \_\_\_\_\_\_ hrs./week

 Number of weeks/months needed for each activity, **including report writing**. *(Please provide a Gantt chart, use 8.5 x 11 size paper).*

**II.** **Publication Plan**

**Actual submission for publication is a requirement for the closure of the project.**

Provide publication details (i.e. intent to publish in peer-reviewed journal/s preferably in ISI, Scopus or ACI, and AGPCI-listed journals, name of journal/s to which you intend to submit your paper/manuscript and target date of submission for publication.)

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BOOK/ARTICLE MANUSCRIPT DEVELOPMENT PROPOSAL

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