

**OFFICE OF THE VICE CHANCELLOR FOR
RESEARCH AND DEVELOPMENT
University of the Philippines Diliman**

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FOR P.M.R.G.O. USE ONLY

RECEIVED	DATE	BY
PROPOSAL NUMBER		

**APPLICATION FOR SOURCE OF SOLUTIONS GRANTS
(SPECIAL GRANTS)**

Proposal to Address Dimensions (refer to Annex): _____
 Title of Proposal: _____
 Duration of Research (in months): _____
 Proposed Budget: PhP _____

ABOUT THE PROPONENT (PROJECT LEADER/PROJECT TEAM POINT OF CONTACT)

Last Name: _____
 First Name: _____
 Middle Name: _____
 Residence Address: _____
 Contact Nos.: _____
 Email Address: _____ Direct Web Page Link: _____
 Faculty/REPS Position: _____ Rank: _____
 Nature of Appointment: [] Permanent [] Temporary
 College/Unit: _____ Dept.: _____
 Highest Educational Attainment: _____

Available for interview at OVCRD if required? [] Yes [] No [] Uncertain

Note: An interview may be used in the assessment of a proposal. It does not guarantee approval of the request for funding.

**For PMRGO use only:
ABOUT THE PROPONENT**

Curriculum Vitae of Proponent

1. PROPOSAL SUMMARY

- 1.1. Title
- 1.2. Keywords
- 1.3. Proposed Approach
 - A. Methodology
 - B. Conceptual maturity
 - C. Data availability
 - D. Realism of proposal
 - E. Proprietary Position
 - F. Socio-eco Impact
 - G. Proponent/Team Capability and Experience
- 1.4. Budget

SUBMISSION TERMS

3. CERTIFICATION

Signature of Proponent/ Co-Proponents

4. ENDORSEMENTS

- Dept. Chair/Director
- Dean

Checked by _____ Date _____

Reviewers' Recommendation:

Approval _____ Date _____

Disapproval _____ Date _____

Others: _____

PROPOSAL FORMAT

PART 1. PROPOSAL SUMMARY

- 1.1. Title of proposal
- 1.2. Keywords to describe the subject area of the study (maximum of 5)
- 1.3. Proposed Approach

Responses shall be a three (3)-page executive summary of the proposal addressing the following:

- A. Clear description of methodology to attain objectives
- B. Level of conceptual maturity
- C. Availability of data
- D. Realism of proposed plan, deliverables, budget and timeline
- E. Potential for proprietary position
- F. Potential socio-economic impact
- G. Proponent/team capabilities and related experience*

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 * Attach curriculum vitae of Proponent (Project Leader/Project Team Point of Contact) as supporting document.

1.4. Proposed Budget

The grant may be utilized for the following Maintenance and Other Operating Expenses (MOOE) and Capital Outlay (CO):

- Other Services under MOOE such as Project Leader honoraria and other project staff salaries; (Honoraria of project leader and salaries of project staff shall follow UP rates; these shall be taxable.)
- Maintenance and Other Operating Expenses such as supplies and materials, books, travel expenses, laboratory analytical services, conference attendance expenses, equipment rental, sundry (reproduction, communication, internet services);
- Capital Outlay such as small laboratory machine, audio-visual equipment, and office machine necessary in the conduct of research or creative work; (The grantee shall accept the responsibility for the equipment; University rules for transfer and disposal of equipment shall apply.)

Item (MOOE)	Unit cost	Total
Sub-Total		
Item (CO)	Unit cost	Total
Sub-Total		
TOTAL		

SUBMISSION TERMS

By placing an "X" in the box below, I verify that the submitted response does not contain any confidential information of any kind whatsoever.

I agree to OVCRD's submission terms	
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PART 2. CERTIFICATION

I/We certify that all information/data in this proposal are true to the best of my/our knowledge. I/We understand and agree that the OVCRD will keep all the documents I/we submitted in connection with my/our application for a research grant regardless of whether the application was approved for funding or not.

Name and Signature of Project Leader and Date

Name and Signature of Project Co-Leader and Date

Name and Signature of Project Co-Leader and Date

PART 3. ENDORSEMENTS (Proponents should present endorsements of their respective department chairs/directors and deans.)

I certify that I have reviewed this research proposal and I am recommending it for funding. The proponent has the required capability/expertise to undertake and complete the proposed research. When completed, the research will be a significant contribution to the field of _____.

Furthermore, considering the overall academic track record and other ongoing commitments of the proponent, I have the highest confidence that the proponent can finish the project within the proposed duration.

Name and Signature of Dept. Chair/Director and Date

Name and Signature of Dean of College and Date