DEPARTMENTAL ACTION

(A team must be composed of at least three (3) members, coming from different departments and at least two (2) different colleges with distinct disciplinal differentiation among the proponents. Faculty members are only allowed to participate at 2 IR projects at any given point in time.)

A. Research Title _____

B. Project Coordinator _____
   Department/College _____

C. Research Project Appraisal
   (Comments of the department chairperson and/or senior faculty on the proposed project)

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 guidance, please refer to Policies and Guidelines for Faculty Research Load at website: http://intranet.dlsu.edu.ph/policy/vpar/urco/ifrp).
   ☐ Research Load
   ☐ Research Honorarium

   ☐ For conditional approval (specify conditions):

Recommended by:

_____   _____
       Chair, Department   Date

_____   _____
       CRC Representative   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.

1

INTERDISCIPLINARY RESEARCH PROPOSAL

<div align="center">**DEPARTMENTAL ACTION**</div>

A.   Research Title _____

B.   Project Team Member _____
      Department/College _____

C.   Research Project Appraisal
(Comments of the department chairperson and/or senior faculty on the proposed project)

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) 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 guidance, please refer to Policies and Guidelines for Faculty Research Load at website: http://intranet.dlsu.edu.ph/policy/vpar/urco/ifrp).

☐ Research Load
☐ Research Honorarium

☐ For conditional approval (specify conditions):

Recommended by:

_____   _____
            Chair, Department   Date

_____   _____
            CRC Representative   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.

INTERDISCIPLINARY RESEARCH PROPOSAL
DEPARTMENTAL ACTION

A. Research Title _____

B. Project Team Member _____
   Department/College _____

C. Research Project Appraisal
(Comments of the department chairperson and/or senior faculty on the proposed project)

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) 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 guidance, please refer to Policies and Guidelines for Faculty Research Load at website: http://intranet.dlsu.edu.ph/policy/vpar/urco/ifrp).

   ☐ Research Load
   ☐ Research Honorarium

☐ For conditional approval (specify conditions):

Recommended by:

_____   _____
        Chair, Department   Date

_____   _____
        CRC Representative   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.

INTERDISCIPLINARY RESEARCH 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

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

Project Coordinator _____

- Department _____
- Status:

Full-time faculty:	**Academic Service Faculty (ASF):**
☐ Full time permanent	☐ Full time permanent
☐ Full time visiting professor	☐ Full time probationary
☐ Full time probationary	☐ 1st year of probation
☐ 1st year of probation	☐ 2nd year of probation
☐ 2nd year of probation	☐ 3rd year of probation
☐ 3rd year of probation	

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.

Project Team Member _____

- Department _____
- Status:

Full-time faculty:	**Academic Service Faculty (ASF):**
☐ Full time permanent	☐ Full time permanent
☐ Full time visiting professor	☐ Full time probationary
☐ Full time probationary	☐ 1st year of probation
☐ 1st year of probation	☐ 2nd year of probation
☐ 2nd year of probation	☐ 3rd year of probation
☐ 3rd year of probation	

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.

<u>Project Team Member</u> _____

- Department _____
- Status:

Full-time faculty:
- ☐ Full time permanent
- ☐ Full time visiting professor
- ☐ Full time probationary
  - ☐ 1st year of probation
  - ☐ 2nd year of probation
  - ☐ 3rd year of probation

Academic Service Faculty (ASF):
- ☐ Full time permanent
- ☐ Full time probationary
  - ☐ 1st year of probation
  - ☐ 2nd year of probation
  - ☐ 3rd year of probation

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.

Nature of the Research Project

Is the proposed research project:

- part of a larger research program?   Yes ☐   No ☐

- getting funds from other sources?   Yes ☐   No ☐
  will still apply for funding

   If yes, please provide information on:

  - the Funding Agency: _____

  - Primary objective of this larger project:

  ┌───┐
  │   │
  │   │
  │   │
  │   │
  │   │
  └───┘

- expected output **_____**
  (e.g., journal article, monograph, book, etc.)

Signature of Proponent(s):

_____   _____
            Printed name/Date   Printed name/Date

_____   _____
            Printed name/Date   Printed name/Date

FORMAT for the BODY of the INTERDISCPLINARY RESEARCH PROPOSAL
Research and Grants Management Office
(attach to the first 8 pages above)

I.   Research Title

II.   Proposal Abstract (50-100 words)
(What do you intend to do? Briefly discuss the problem statement, general and specific objectives, and methodology.)

III.   Introduction (some parts may be deleted but at minimum should contain the significance and objectives of the study)

Background of the Study/Review of Related Literature
Significance of the Study
Statement of the Problem/Objectives
Assumptions, Scope and Limitations

IV.   Theoretical Framework

V.   Methodology

- 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)

- Attach a copy of the proposed/piloted data gathering instrument (e.g., survey/questionnaire, interview/FGD guide, checklists, etc.).

VI.   References

RESOURCE PLAN

I.   Workplan

- Duration of the entire project (number of terms) _____

Project Team Organization
(Please provide separate sheet(s) if space is not sufficient)

	No. of hours per week *	Roles/Tasks Assigned (Each member shall contribute their disciplinal perspectives from conceptualization of the project, to the implementation of the actual research, and to the writing and publication of the research report/paper. The roles and tasks assigned to each member must explicitly show the interdisciplinarity nature of the project.)	Expected output/deliverables
Project Coordinator			
Project Team Member 1			
Project Team Member 2			
Project Team Member 3			
Project Team Member 4			
Project Team Member 5			
Total no. of hrs/week			

Number of hours per week proponent(s) expect to work on the project and research units:
Note: 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 Research Panel Members.

	Check arrangement for Research units		Recommended no. of units

- Proponent 1: _____ hrs./week ☐ Research Load ☐ Honorarium _____
- Proponent 2: _____ hrs./week ☐ Research Load ☐ Honorarium _____
- Proponent 3: _____ hrs./week ☐ Research Load ☐ Honorarium _____
- Proponent 4: _____ hrs./week ☐ Research Load ☐ Honorarium _____
- Proponent 5: _____ hrs./week ☐ Research Load ☐ Honorarium _____

    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.   **Financial Plan**   **(Include <u>details</u> of the items; Refer to attachment for the current rates; the total direct cost/expenses must not exceed Php 300,000.00)**
(NOTE: FOR A PROJECT WITH EXTERNAL FUNDING/COUNTERPART, NO FINANCIAL SUPPORT FOR DIRECT COST/EXPENSES WILL BE PROVIDED.)

                                                                                               Amount

A. Personnel: P _____
(research honorarium, research assistant/s, transcriber, fabricator, consultant, artist, etc. Please provide a detailed job description for each position)

    Faculty Research Honorarium
- Proponent 1: Honorarium P_____
- Proponent 2: Honorarium P_____
- Proponent 3: Honorarium P_____
- Proponent 4: Honorarium P_____
- Proponent 5: Honorarium P_____
                  Total   P_____

    Research Assistant/s   P _____

    Consultant/s   P _____

    Fabricator/s   P _____

    Artist/s   P _____

    Others (please specify) P _____

B.   Materials and Supplies: _____
    (Common amount if P4,000 per project. If greater than P4,000.00, justification with itemized list must be provided)
    (Include quotations/canvass rates for equipment, chemicals, reagents, glasswares, plasticwares, etc.)

C.   Research-related Travel and Transportation: _____
    <u>*Travel and transportation:*</u> *Specify destination, no. of visits to site/destination, mode of transportation, no. of persons;* <u>*Accommodation:*</u> *Specify name of hotel/venue, no. of days/nights of stay, no. of persons)*

D. Materials Reproduction: _____
   (Specify number of pages to be reproduced for final report/reference materials and the cost)

E. Others (specify):   _____
   (e.g., library fee; analysis/testing fee; estimate of 30% of total project cost per item for the brokerage fee/
   processing fee for application for tax exemption/ delivery charge/freight charge; insurance, etc.)

TOTAL FOR FACULTY HONORARIUM   P _____

TOTAL FOR DIRECT COST/EXPENSES   P _____
(Less Faculty Honorarium)

III.   **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.)
   (Note: For a project with external funding/counterpart, actual submission for publication is a requirement to close the project/grant, unless prohibited by the external funding organization. In case the external funding has a publication requirement, this internal submission for publication requirement should not be over and above such external requirement.)

GANTT CHART

PROJECT TITLE:

ACTIVITY	MONTH 1	MONTH 2	MONTH 3	MONTH 4	MONTH 5	MONTH 6	MONTH 7	MONTH 8	MONTH 9	MONTH 10	MONTH 11	MONTH 12

CURRENT RATES
(AY2024-2025)

A. Salaries of Personnel

1. ***Research Assistant***

Classification	Rate/Hour
RA I (Undergraduate student)	₱ 81.00/hour

RA II   (Graduate student)
   BA/BS degree holder
   MA/MS student
   Ph.D. student
	
	₱ 104.00/hour
	₱ 141.00/hour
	₱ 167.00/hour

   Ex.   for RA II (graduate student w/ BA/BS degree) who works 4 hours a day for 30 days:
   P104.00/hour x 4 hours/day x 30 days = P 12,480.00

2. ***Other Personnel***

   2.1.   *Consultant — P 7,000.00 maximum per project*

   2.2.   *Artist/Draftsman/Illustrator*

Graphics	Cost
Charts, diagrams, graphs Drawings, cover design	₱ 10.00 - 50.00 @ 10.00 - 60.00 @

   2.3.   *Carpenter & Fabricator, etc. — based on current rates used and amount of workload*

   2.4.   *Laboratory Technician — based on overtime rate (for DLSU Lab Technician)*

   2.5.   *Transcriber*
   P   1,500.00   (60 min. /1 hr. tape)
   P   2,250.00   (90 min. /1 ½ hrs. tape)

B. Reproduction of Materials

1. *Photocopying of materials*

Paper	Rate/Page (liquid)
Short	1.00
Long	1.50

   Ex.   for short liquid copy, 50 pages of final report, RGMO-funded,
        P.65/page x 50 pages x 2 copies = P 65.00

2. *Mimeographing*

paper	one-side		back-to-back	
	short	long	short	long
groundwood	0.56	0.61	0.84	0.89
white	0.62	0.68	0.89	0.95
colored	0.88	0.99	1.15	1.26
Additional charged of P20.00 in every original copies				

   Ex.   for short, groundwood, one-side regular stencil
        1,000 copies x P.61/sheet plus P20.00 (master stencil) = P630.00

C. Materials and Supplies

 Common amount of P4,000 per project for office supplies. If greater than P4,000.00, justification with itemized list must be provided.

D. Research-Related Travel and Transportation

1. Travel and Transportation: Specify the cost, destination, no. of visits to site/destination, mode of transportation, no. of persons
2. Accommodation: Specify name of hotel/venue, no. of days/nights of stay, no. of persons

E. Others (specify): *(library fee; analysis/testing fee; estimate of 30% of total project cost per item for the brokerage fee/ processing fee for application for tax exemption/ delivery charge/freight charge; insurance, etc.)*