**Project Name**

|  |  |
| --- | --- |
| **Date of Submission** |  |
| **Organization** |  |
| **Author** |  |
| **Email** |  |

**Contents**

**1. Introduction**

1.1. Title of Project

1.2. Background and Significance

1.3. Objective of Project

1.4. Development Method

**2. Milestone**

2.1. Duration of Project

2.2. Plan

**3. Deliverable(s)**

**4. Human Resources, Equipments, and Budgetary Plan**

4.1. Personnel

4.2. Equipment & Supplies

4.3. Budgetary Plan

**5. Biographical Sketches of Principal Investigator(s)**

**6. References (Optional)1. Introduction**

1.1. Title of Project

1.2. Background and Significance

1.3. Objective of Project

1.4. Development Method

**2. Milestone**

2.1. Duration of Project:

2.2. Plan

|  |  |  |  |
| --- | --- | --- | --- |
| **Stage** | **Activities** | **Period** | **Deliverable(s)** |
| 1 |  |  |  |
| 2 |  |  |  |
| 3 |  |  |  |
| 4 |  |  |  |
|  |  |  |  |

**3. Deliverable(s)**

The followings are the final deliverables of this Project.

|  |  |  |
| --- | --- | --- |
| **Description** | **Mode of Delivery** | **Remarks** |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |

**4. Human Resources Equipments and Budgetary Plan**

4.1. PERSONNEL: (This should include all team members)

Following table shows the members of Team, and their responsibilities.

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Name** | **Profiles** | **Personnel Expenses/month**  **(US$)** | **Research Participation period** | **Total Personnel Expenses**  **(US$)** | **Position of the pjt.** |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |

4.2. Equipment & Supplies (US$)

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Item** | **Unit** | **Price** | **Total** | **Remarks** |
|  |  |  |  |  |
|  |  |  |  |  |
| Total |  |  |  |  |

4.3. Budgetary Plan (US$)

|  |  |  |
| --- | --- | --- |
| **Items of Expenditure** | **Total** | **Remarks** |
| **(a). Total Personnel Expenses** |  | Same as 4.1 |
| **(b). Total Research Expenses** |  |  |
| Conference/Travel Expenses |  |  |
| Activity Fee(s) |  |  |
| Other Cost (Fill by PI depending on the requirements of the project) |  |  |
| **(c). Indirect Cost (overhead, tax, etc.)** |  |  |
| **Total ((a)+(b) +(c))** |  |  |

**5. Biographical Sketches of Principal Investigator(s)**

**6. References (Optional)**