
Support for Transformational Educators for Empowerment and Reform
(PEAC-REX STEER)

PD Program Proposal Template

INSTRUCTIONS: The proposal should not exceed 20 pages and should contain the parts detailed in the table below. All text should be double-spaced and in size 12 font.

Executive Summary	<p>Must clearly indicate:</p> <ul style="list-style-type: none"> • The objectives of the proposed PD program • How the PD needs of the school including factors and related issues are to be addressed • The specific areas/focus of intervention of the proposed PD program • The expected or desired gains/improvements <p><i>Note: This part should be maximum of two pages.</i></p>
Context/Rationale	<p>Must show:</p> <ul style="list-style-type: none"> • The school profile • The school's vision, mission, goals and how they informed the drafting of the proposal • The PD needs of the school, including possible root causes and key factors, and other related issues, and how they were identified
Professional Development Framework	<p>Must clearly discuss/present:</p> <ul style="list-style-type: none"> • The theoretical bases • How the theory/ies informed choice of PD intervention and subsequent practices • How impact/gains can be derived from theory-to-practice • Alignment with domains and strands of the Philippine Professional Standards for Teachers
Training Methodology	<p>Must clearly present/discuss:</p> <ul style="list-style-type: none"> • Research-based strategies and approaches to be employed • Explanations of the innovations <p><i>Note: Innovation does not only mean harnessing new technology, but can also mean effective application of indigenous practices or even 'diskarte'.</i></p>
Implementation Plan	<p>Must clearly indicate:</p>

	<ul style="list-style-type: none"> • Phases, activities and milestones of the program • Timeline or Gantt Chart of phases, activities and milestones • Persons to be involved in each phase, activity • Proposed grant tranche release schedule corresponding to milestones/outputs
Line Item Budget	<p>Must clearly indicate:</p> <ul style="list-style-type: none"> • Cost items including estimate per unit cost and quantity <p><i>Note: Cost for training venue, honorarium or token of participating teachers/personnel, honorarium for in-house staff work are not allowable expense items as these are considered counterpart of the schools.</i></p>
Monitoring and Evaluation	<p>Must clearly indicate:</p> <ul style="list-style-type: none"> • The activities to be monitored and the outputs to be evaluated; • The indicators for measuring accomplishment of the activities and quality of outputs • How gains from the PD program will be evaluated including indicators • Persons involved <p><i>Note: The monitoring and evaluation scheme should be related to the 'proposed grant tranche release schedule' as part of the Implementation Plan</i></p>
Sustainability Measures	<p>Must present/discuss:</p> <ul style="list-style-type: none"> • How the school can continue with PD program implementation and benefit from it even after the grant • Action steps for sustainability • Plans for monitoring sustained implementation