

Research Concept Paper Template

This is the title of the research
(Centered and bold. Arial font, size 12. Bold and single spaced)

BY: Name of Researcher/s. Include Composition and Functions of Researchers/QRC members. The Research Leader shall be first then followed by Faculty Researcher or Non-Teaching Staff Researchers. CVs, emails, and contact information of team members should be separately attached. Also indicate colleges or departments affiliated.

Duration:

Rationale of the Research Project

1. 3 to 5 bullet points (maximum 85 characters including spaces, or, maximum 20 words per bullet point)
2. State specific objectives
3. Problems which the research intends to solve
4. Intended beneficiaries of results

Expected Output

Impacts on field of knowledge
Effects on individuals or society
Institutional Development (e.g., manuals, books, curriculum development, etc.)

I. INTRODUCTION (Should not exceed 4 paragraphs)

- State general and specific objectives, purpose of the study including problems intended to be solved, and hypothesis to be tested (if applicable).
- Give justification for the study, stating the benefits to be derived
- State briefly what has been done in the area of research of the study, both locally and abroad.
- This shall include discussion of research framework (theoretical, conceptual or operational) or model in relation to the problem of the study.

II. MATERIALS AND METHODS (Should not exceed 3 paragraphs)

- State proposed procedures, research design, sampling and data gathering techniques, analysis, etc.
- Include sample questionnaire or guide questions to be used, if applicable.

III. SCHEDULE OF ACTIVITIES

- State estimated time to be spent for the study in terms of weeks, for the various phases of the study using the following format:
 - Phase/Specific component of the research framework
 - Description
 - Duration
 - Expected output
- To be presented using a work plan.

Work Plan (sample only)

Activities	Outputs/Deliverable	Due date
Conceptualization		
Writing of manuscript		
Data gathering		