**GENERAL PLAN OF ACTION AND BUDGET**

**FOR STUDENT COUNCILS**

**Name of Student Council**

**Academic Year \_\_\_\_\_\_\_\_\_\_**

|  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Program/ Project/ Activity** | | **Classification**  *[Put a check (√) mark]* | | **Objective** | **Expected Output** | **Timeframe** | **Resources Needed** | | | **Source of Funding**  **(Cash-in-Bank, TSU)** |
| **Co-curricular** | **Extra-Curricular** | **Item** | **Quantity & Price** | **Total** |
| 1 |  |  |  |  |  |  |  |  |  |  |
| 2 |  |  |  |  |  |  |  |  |  |  |
| 3 |  |  |  |  |  |  |  |  |  |  |
| 4 |  |  |  |  |  |  |  |  |  |  |
| 5 |  |  |  |  |  |  |  |  |  |  |
| 6 |  |  |  |  |  |  |  |  |  |  |
| 7 |  |  |  |  |  |  |  |  |  |  |
| 8 |  |  |  |  |  |  |  |  |  |  |
| 9 |  |  |  |  |  |  |  |  |  |  |
| 10 |  |  |  |  |  |  |  |  |  |  |

*Notes:*

*-For cash-in-bank, prepare resolution for release of funds.*

*-For requested items for procurement, reflect such in the Project Procurement Management Plan (TSU-PRO-SF-01).*

Prepared by: Approved:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Budget Committee Members:

President / Governor

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Recommending Approval: Director, Finance Office Director, Procurement Office Director, Budget Office

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Adviser College Dean Student Development Unit Head Dean, Office of the Student Affairs and Services