



NARRATIVE ACCOMPLISHMENT REPORT
 For the Period covering _____, 20__

I. Identifying Information

Title of Project/Program/Activity:

(Brief Description of the Project (detailed but simple narrative description of the project: project objectives, expected outcome/output, proponents, project locale, inclusive date of conduct of the activity/duration of activity, cooperating units/agencies, number and type of participants. Training evaluation result, clientele feedback survey result, budgetary requirement and fund source may be also included).

II. Highlights of Accomplishments

For this quarter (College/Unit) was able to:

SUC Leveling Indicators	Target	Actual Performance
Active linkages/ partnerships with other organizations/ educational institutions in CY _____		
▪ International		
▪ National		
▪ Regional		
Community/ Population served in CY _____		
▪ Number of trainees weighted by the length of training		
▪ Conduct (no.) of trainings		
▪ With (no.) of participants.		
Adopters		
▪ Number of adopters engaged in profitable enterprises in CY _____		
▪ Percentage increase in the number of adopters in CY _____		
Viable demonstration projects		
▪ Number of viable demonstration projects based on positive return on investment (ROI) analysis in the past three (3) years		
▪ Internal Rate of Return (IRR) for all demonstration projects		
Institutional awards in the field of extension/ community service		

Other Indicators:

A. IEC material/s produced and disseminated.

Title	Author/s
_____	_____
_____	_____
_____	_____



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B. Radio News Materials

Radio News Topic/ Material	Aired at (Radio Station)	Date	Faculty
_____	_____	_____	_____
_____	_____	_____	_____

C. Transfer of technologies (topics/ subject matter/ extension strategy, approach, etc.)

Type of Technologies Transferred

1. _____
2. _____

D. Technical assistance to external entities (as resource person, proponent, preparation of proposal, facilitator, training coordinator, subject matter specialist as consultant, etc.)

Name of BU Staff/ Faculty	Nature of Participation/ Activity
1. _____	_____
2. _____	_____

III. Good Practices in the Implementation of the Project/Program (unique or innovative strategy/ approaches done to carry out successful implementation, mitigating measures to counteract constraints, etc.)

IV. Lessons Learned (insights as reference for improvement of project/ program)

V. Problems Encountered (issues/ challenges met in program operation from planning, implementation, monitoring and evaluation)

VI. Documentation of Extension Program/Activities Undertaken
(Please include captions for pictures presented in this section)

Prepared by: _____

Certified Correct: _____