**CENTRAL PHILIPPINE UNIVERSITY**

**KapitBayan Awards Competition Guidelines and Procedures**

The **CPU KapitBayan Awards** celebrates impactful programs that embody the spirit of *kapit-bisig*, or joining together in service, for the benefit of the community. In Filipino, *kapit* signifies unity and mutual support, while *bayan* means “community” or “nation,” capturing the spirit of collaboration that transforms lives. These awards are part of CPU’s commitment to generating programs with positive societal impact, aligning with its vision and mission.

**Objective**

The CPU **KapitBayan Awards** aims to recognize programs and initiatives that exhibit innovative approaches, social responsibility, and tangible impact in various sectors. Top outstanding initiatives will be submitted as entries to the **World University Rankings for Innovation (WURI)** 2025 competition.

**General Guidelines**

1. **Eligibility and Call for Entries**

This competition is open to all units within the university, including academic departments and administrative offices.

Initiatives on the following categories are highly encouraged:

* 1. Student Support and Engagement
	2. Student Mobility and Openness
	3. Industrial Application
	4. Entrepreneurial Spirit
	5. Crisis Management
	6. Ethics and Integrity
	7. Technology and Development Application
	8. SDG-Based Responses to Global Challenges
	9. Visionary Leadership
	10. Empowerment-Based Management
	11. ESG Trend (Environmental, Social, Governance)
	12. Culture/Values
	13. Funding for Sustainability
	14. Infrastructure/Technology
	15. Cost-Effectiveness Management
	16. University Brand and Reputation

For detailed descriptions of the categories, please visit the WURI website at www.wuri.world/categories.

1. **Application Process**
	1. Each department or unit can submit entries that are officially endorsed by their department head or dean.
	2. The entry form is included in the attachment. Please complete and email this form to the Office of Institutional Advancement (oiasec@cpu.edu.ph). You will receive an email confirming receipt of your entry within two working days. If you do not receive confirmation, kindly call loc 1073 or 3291654.
	3. Programs must include comprehensive documentation and clear evidence of their impact.
	4. Entries should feature a unique and memorable project title to increase visibility.
2. **Judging Criteria**
	1. **Innovativeness (30%)** in terms of the content of the program itself and/or with the process in making the program more effective
	2. **Implementability (30%)** in terms of the costs and benefits of initiating the program
	3. **Impact (40%)** in terms of:
3. Scope of the impact of the program (e.g., for the department only or for the whole university)
4. Intensity of the program (e.g., a program that “results in significant improvements in community practices such as reduced waste, increased local food production, and enhanced collaboration among stakeholders, leading to lasting change in the community’s approach to sustainability” is considered to have higher intensity than a program that “results in greater awareness of the need to reduce waste”

The description of each criterion is in <https://www.wuri.world/methodology>

1. **Awards and Recognition**
	1. University-level winners will receive plaques or certificates.
	2. The top five winning entries will represent CPU as official submissions for the WURI 2025 Rankings. Among these, monetary prizes (as determined by the VPFE) will be awarded to entries that achieve a ranking within WURI.
2. **Timeline**

**November 8, 2024** Official launch of the KapitBayan Awards

**November 22, 2024** Submission deadline

**December 6, 2024** Announcement of results

1. The decision of the Board of Judges is considered final and binding, and no appeals will be entertained. Participants acknowledge that the evaluation process is conducted with impartiality and integrity, and the judges' assessments are based on established criteria. The results of the KapitBayan Awards will be published after the conclusion of the judging process, and all participants will be notified of their standing in the competition.
2. Entries that do not place in the top five this year may be enhanced and resubmitted in future competitions, provided the program remains active.

Attachment

**CENTRAL PHILIPPINE UNIVERSITY**

**KapitBayan Awards Entry Form**

|  |  |
| --- | --- |
| Person submitting the entry |  |
| Dept/Unit |  |
| Person submitting the entry | LAST NAME, First Name |
| Designation |  |
| Email address |  .cpu.edu.ph |
| Phone number | 6333 |
| Champion (Program’s physical leader) |
| Full name  | LAST NAME, First Name |
| Designation |  |
| Email address |  .cpu.edu.ph |
| Phone number | 6333 |
| Program Profile |  |
| Program Name | Must be a catchy name |
| Program Category***(please encircle only one)*** | Category A. Innovation in terms of “For Whom” of the ProgramInnovative Programs for Students (*students to prepare the cases*)A1. Student Support and EngagementA2. Student Mobility and OpennessInnovative Programs for IndustryA3. Industrial ApplicationA4. Entrepreneurial SpiritInnovative Programs for SocietyA5. Crisis ManagementA6. Ethics and IntegrityInnovative Programs for the Global CommunityA7. Technology and Development ApplicationA8. SDG-Based Responses to Global ChallengesCategory B. Innovation in Terms of the “How” or Means of the ProgramLeadershipB1. Visionary LeadershipB2. Empowerment-Based ManagementEnvironmentB3. ESG Trend (Integration of Environmental, Social, Governance principles)B4. Culture/ValuesResourceB5. Funding for SustainabilityB6. Infrastructure/TechnologyMechanism1. Cost-Effectiveness Management
2. University Brand and Reputation
 |
| Abstract of Program | Max 300 words |
| Planning  |  |
| Objectives | Long-term goals |  |
| Planned outcomes and targets for the upcoming year |  |
| Rationale for initiating the program |  |
| Subject | Initiator (s) | LAST NAME, First name |
| Champion (s) | LAST NAME, First name |
| Major team members | LAST NAME, First name |
| Unit Head or Dean under which the program falls | LAST NAME, First name |
| Environ-ment | Nature/ Society | Discuss how nature and society affect or limit the program. |
| Industry/ Market | Discuss how the industry and market influence or restrict the program. |
| Citizen/ Government | Discuss how citizens and government support or impose on the program. |
| Resources | Human resources | Assess whether the program has sufficient human resources. |
| Financial resources | Assess whether the program has enough financial resources. |
| Technological resources | Evaluate whether the program has adequate technological support. |
| Mecha-nism | Strategy (Weight/ Sequence) | Outline the program's strategic directions, prioritizing the subject, environment, and resources by importance (weight) and order (sequence). |
| Organization | Evaluate if CPU’s organizational structure aligns with the program's strategies. |
| Culture | Assess whether CPU’s culture supports or hinders the program's execution. |
| Doing  |
| Program launch date |  |
| Responsible organization | Specify the organization responsible for executing the program, whether internal or external to CPU. |
| Program content and implementation process | Max of 300 words |
| Max of 3 key highlights of the content/ process | Max of 3 key highlights of the program contentMax of 3 key highlights of the program process |
| Differences from traditional approaches | Highlight the differences before and after the program implementation. |
| Progress as of today | Evaluate the extent of the required work that has been completed. |
| Problems in implementation | Identify any issues or challenges that have hindered the program's smooth progression. |
| Approaches to solve the problems | If you have identified solutions to the aforementioned problems, explain how you discovered and applied them. |
| Completion date, if completed | State whether the program was completed and if its objectives were met; if not, estimate when you expect them to be achieved. |
| Seeing |
| Impacts on students  | Describe student satisfaction with the program's outcomes. |
| Impacts on faculty | Describe faculty satisfaction with the program's outcomes. |
| Impacts on university administration | Indicate whether the CPU president and administrators are satisfied with the program's outcomes. |
| Responses from industry/market | Assess industry satisfaction in your country/region regarding the program's outcomes. |
| Responses from citizen/government | Evaluate whether local citizens and government are satisfied with the program's outcomes. |
| Measurable output (revenues) | If possible, provide specific program outcomes in monetary terms. |
| Measurable input (expenses) | If possible, provide specific inputs to the program in monetary terms. |
| Cost-benefit analysis for effectiveness | If possible, compare revenues and expenses, and analyze the program's effectiveness numerically. |
| Future Planning |  |
| Where does the project go from here? | Write an epilogue for the program. |
| Addendum |  |
| Exhibits, pictures, diagrams, etc. | List here the exhibits, pictures, diagrams, etc. that validate the program. Attach them at the end of this template. Additional documents could include these as long as they validate the program: charts and graphs, infographics, screenshots, testimonials, certificates or awards |
| Reports, mimeos, monographs, books, etc. | List and describe the reports, mimeos, monographs, etc. that validate the program. Additional documents could include these as long as they validate the program: case studies, white papers, internal memos, published articles or papers, annual or progress reports |
| Others which may help explain the program (including website links)  | (Include any materials that may help validate the program; links to the program's website will be especially useful.) |

Submitted by (complete name and signature)

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Endorsed by (complete name and signature of each):

Champion/s: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Dean or unit head: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_