





This Primer is crafted in lieu of formal records for Team Lingap. It serves as a comprehensive guide that documents our identity, mission, values, programs, and organizational structure. More than a simple reference, it is a living document that reflects who we are as a community of student-volunteers—our stories, our commitments, and the spirit of service that drives us forward.

Any amendments, revisions, or updates may be applied whenever necessary to ensure its relevance and consistency with the objectives and operational needs of Team Lingap.

By documenting our foundations, values, and established practices, this Primer ensures— and earnestly hopes— that future Lingap generations can build upon what has already been started.

With prayers lifted and unwavering faith in God, we humbly entrust that the aspirations and endeavors of this group may bear abundant fruits. May everything that has been initiated for the common good of SBCA and the community at large flourish according to God's perfect will. Guided by His grace, we hope that this Primer not only shapes our present service but also inspires future members to remain steadfast in faith, genuine in purpose, and deeply committed to the mission of helping others.

Drafted October 2025  
St. Bernadette College of Alabang, Inc.  
Alabang, Muntinlupa City

# BRIEF HISTORY OF TEAM LINGAP

At the beginning months of year 2024, in response to the School's Vision and Mission of forming compassionate and service-oriented students, a small group of volunteer students was organized. It started with seven (7) primary members, most of whom were graduating students, who willingly offered their time, effort, and abilities in service to both the school and the community. Despite its humble and newly formed beginnings, the group carried a clear purpose: to reach out and respond to the needs around them in simple yet meaningful ways, demonstrating that genuine service begins with small acts of kindness rooted in sincerity and commitment.



*Figure 1.1 – The First encounter of Team Lingap Members during the Outreach Program of the School dated February 2024 as part of its 41<sup>st</sup> founding anniversary celebration*

The group was united and bonded February 2024, during the Foundation Anniversary Week of SBCA where they voluntarily and incidentally spearheaded to handle the Outreach Program of Lingap Bernadettian. Their involvement during this event manifested their identity and direction, eventually anchoring their name to the Community Extension Services Office and shaping their role as a service-oriented team within the institution.

In realization of the group's consistent actions and commitment to helping the school and the community at large, the moderator, Mr. Christian Ruedas, together with the seven (7) founding members, formally strengthened the organization's structure and direction. Through their initiative, they officially opened the doors for students to grow in servant-leadership. This paved the way for the organization to become more visible and involved in the



*Figure 1.2 – The Eight (8) founding members of the Team Lingap; majority are graduating students Academic Year 2024-2025 (Taken April 2024)*

succeeding events and programs of the institution, reinforcing its mission and vision, and characterizing the core values of SBCA.

The Academic Year 2024–2025 marked a significant transition for the group, as six of its primary members prepared to graduate. Recognizing the importance of continuity, the team welcomed new students who were willing to share their time, energy, and compassion in service. This period of change gave rise to a deeper appreciation of the group’s evolving identity—each year bringing in new faces, new strengths, and new stories of service. It was during this transition that the group came to be known as “Team Lingap Generations,” a name that reflects the passing of service and commitment from one batch to the next, and the spirit of servant-leadership carried by every member across academic years.

The same academic year opened even greater opportunities for the group to show their passion for volunteering, both within the school and beyond. Despite the demands of their academic responsibilities, the members actively participated in numerous extra-curricular and co-curricular activities, offering their time and service wherever they were needed. As the months passed, their dedication did not go unnoticed. By the latter part of the academic year, the group began to gain wider recognition within the SBCA community, and eventually even outside the institution. Their connection with the San Roque de Alabang Parish, through the guidance and support of their Team Parent Adviser, Prof. Ludivina Labe, grew stronger as they consistently joined parish activities whenever possible, further deepening their commitment to service and strengthening their presence in the larger community.



*Figure 1.3 – The Senior and Junior Team Lingap Members (Batch Genesis and Exodus) during the Paskuhan 2024, one of the annual reunions of the group*

Until now, Team Lingap has continued to grow, not just in numbers, but in heart and spirit. With every new batch of members, with a total of 3 batches and 27 members; where 16 members are still active, the team has reached further into the school and the surrounding community, offering help, hope, and a hand wherever it is needed. Through outreach programs, school events, and collaborative projects, they have shown that service is not just an activity—it is a way of living. Together, they work towards fostering Life in Nurturing Good Attributes to People (LINGAP)

*"God doesn't call the Qualified, He qualifies the Called."*

The motto itself manifests that, in the diverse backgrounds of its members, it is not prior experience or expertise that defines their service, but their willingness to be called and to grow through it. Each member brings unique strengths, perspectives, and gifts, and through collaboration, guidance, and dedication, they are shaped into compassionate leaders who can respond to the needs of the school and the wider community. It is this shared commitment—rooted in heart, faith, and service—that allows the team to transform challenges into opportunities and intentions into meaningful action.

Inspired by the saying of the College Dean *"Hindi mahalaga kung anu man ang narating o meron ka sa buhay... matalino, mayaman, name it... ang maging mabuting tao ay sapat na."*

This philosophy continues to guide the team in every activity, project, and outreach, shaping members not only as volunteers but as compassionate individuals committed to making a meaningful difference in the lives of others. Adhering to the principle modeled by the life of St. Bernadette Soubirous; To live in Humility and Faith.

## ABOUT THE LOGO



Figure 1.4 – The Official Logo of Team Lingap Generations

The TEAM LINGAP Generations logo is more than just a visual symbol—it reflects the heart, values, and shared purpose of the organization. Every element was thoughtfully designed to represent who we are as a community and what we aspire to uphold. Together, these symbols tell the story of compassion, unity, and the lasting commitment that define Lingap.

At its center is the heart, which reflects the values that guide every member of the team—*love, mercy, and compassion*. These are the foundations of Lingap, and the heart reminds us that everything we do begins with genuine concern and care for others.

Inside the heart is a hand, a symbol of *camaraderie and teamwork*. It shows that no one in Lingap walks alone. Every project, every outreach, and every effort is made possible because members support one another. The hand represents unity—people choosing to help, lift, and empower each other.

Surrounding these central elements are human figures in different colors. Their diversity symbolizes *harmony amidst differences*—different backgrounds, personalities, and generations all coming together for one mission. The varied colors remind us that Lingap welcomes everyone and finds strength in the uniqueness of each member.

The word LINGAP carries a deeper meaning: *“Life In Nurturing Good Attributes to People.”* It speaks of our commitment not only to serve but also to grow character, kindness, and positive values among ourselves and the communities we reach. LINGAP is more than a name—it is a promise to be a source of goodness to others.

Lastly, the word “Generations” represents continuity. It reflects the members who came before us, those who serve today, and those who will carry the mission forward in the future. It symbolizes the passing on of dedication, values, and commitment from one batch to the next, creating a legacy that endures.

# RATIONALE

Team Lingap Generations is a group of student-volunteers whose goal is to serve the Institution and its community with compassion, faith and charity. It aims to respond to the needs of others, support various school activities, and participate in outreach programs and execute projects beneficial to the community. Through their service, members not only help others but also grow as responsible, values-driven, and socially aware leaders, learning that true impact comes from the heart as much as from action.

Guided by the SBCA Core Values and Competencies the team cultures a way of academic and social life driven by the practice of servant-leadership, initiative and shared responsibility. Reaching beyond the school walls and touching the wider community in meaningful ways.

## OBJECTIVES OF THE TEAM

The objectives of Team Lingap Generations are designed to guide its members in serving with purpose, growing in character, and making a positive impact on both the school and the wider community. These objectives ensure that every action and initiative reflects the team's commitment to compassion, faith, and service, while also fostering personal and collective growth among its members.

1. Actively participate and support Institutional activities by contributing time, effort, and energy to ensure the success of events.
2. Foster the spirit of service, faith and charity towards the Institution and the wider community in times of need.
3. Empower the youth and the students through various collaborative projects and acts of service for the benefit of the common good.
4. Engage in meaningful outreach and community projects, fostering empathy, social responsibility, and a spirit of solidarity.
5. Develop practical skills and personal growth through the practice of social responsibility and solidarity among others.
6. Foster strong bonds, shared commitment and responsibility; and teamwork among members and friends.
7. Create a positive impact beyond the school, reaching out to local communities, partner organizations, and institutions to make meaningful contributions
8. Strengthen faith and spirituality as ground for their actions in moral values, reflection, and a sense of higher purpose.
9. Help members grow as responsible, values-driven, and socially aware leaders, offering opportunities to practice teamwork, initiative, and servant-leadership.
10. Uphold the SBCA Core Values and Competencies, guided by the Institution's Motto "Humble thy Spirit."

# VISION STATEMENT

We envision a community where people of all generations are united in compassion, empowered in leadership, and committed to sustainable acts of service that transform lives.

# MISSION STATEMENT

To embody the spirit of Lingap by extending genuine care, compassion, and assistance to individuals and communities in need, while fostering a culture of volunteerism and ensuring that the mission of service continues across generations.

# CORE VALUES

*Adhered from SBCA Core Values*

## 1. **Respect**

Honor and value every person encountered. Take time to listen, understand, and appreciate the unique qualities and ideas of others. Being fair with kindness and consideration to create a supportive environment where every member of the community feels seen, heard, and valued.

## 2. **Responsibility**

Duly taking of actions, decisions, and commitments. Persevere to the best in every task, remain accountable, and make choices that contribute to the well-being of the team and the larger community. Being reliable, thoughtful, and aware of how actions affect others.

## 3. **Service to Humanity**

Serve with genuine care and a willing heart, always seeking ways to help those in need. Make meaningful impact, sharing time, talents, and resources that brings hope, and positive change to the lives of others.

## 4. **Love for God**

Let faith guide every thought, word, and action. Love for God inspires living with compassion, integrity, and dedication. Provides the strength and motivation to serve others wholeheartedly, with humility and sincerity.

# THE ORGANIZATIONAL TAB OF TEAM LINGAP

## THE PATRONAGE COUNCIL

Without their support and trust, the members of Team Lingap cannot continuously grow, serve, and make a meaningful impact in the community. While they are not active members of the team, their vision, advice, and oversight ensure that Team Lingap remains aligned with the values, mission, and goals of the school.

1. Dr. Felicitas C. Rabonza – School President
2. VP Ma. Flordeliza R. De Guzman, MA.Ed – Vice President for Academic Affairs
3. VP Romulado C. Rabonza, MBA – Vice President for Administration
4. Dr. Danilo H. Cabalu – College Dean

## THE MODERATORS

the guiding mentors of Team Lingap. They are entrusted with the responsibility of supporting, advising, and nurturing the members in every activity and initiative. They provide direction, wisdom, and encouragement to ensure that all actions reflect the Core Values of the Institution.



**CHRISTIAN RUEDAS, CSE, LPT**  
ALUMNUS – CLASS OF 2022  
Secretary of the College Dean  
Campus Minister / Team Moderator



**LUDIVINA L. LABE, MAPPLSC**  
Faculty Member, General Education  
Social Orientation and Community  
Involvement Coordinator / Team Adviser

## THE MEMBERS OF THE TEAM LINGAP

The members of Team Lingap are the heart of the team. They are the ones who actively serve, inspire others and carry the team's mission of compassion, faith, and charity in everything they do characterized by the Core Values of a Bernadettian

To make the team more fun and create a sense of belonging, members are grouped into batches, each with its own special name. These batch names reflect the personality, spirit, or legacy of the group. They help members feel proud of their group while also reminding them that everyone's contribution is important to the team as a whole.

## BATCH GENESIS

The pioneers of Team Lingap, they symbolize beginnings, foundations, and the planting of seeds of service.



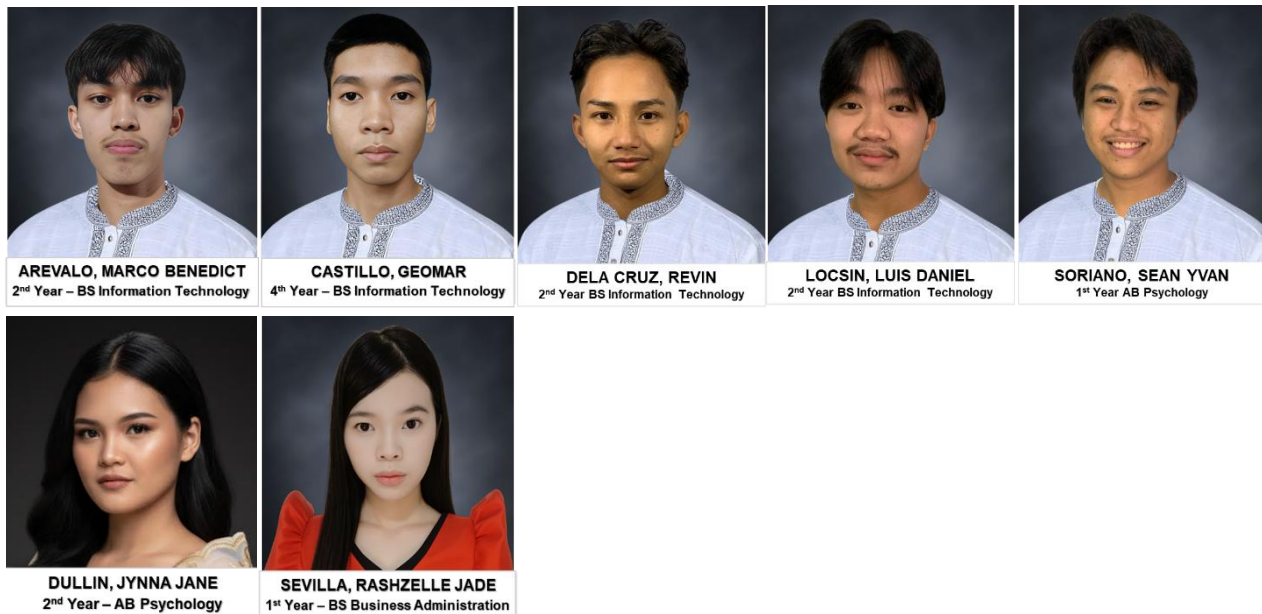
## BATCH DEUTERONOMY

The batch of renewal and guidance, symbolizing reflection, wisdom, and passing on values to the next generation.



## BATCH EXODUS

The trailblazers who carried the mission forward, symbolizing movement, courage, and the journey of service despite challenges.



## THE MEMBERSHIP SELECTION

Team Lingap recognizes that every student brings unique gifts, strengths, and potentials. Any student who is spiritually grounded, academically responsible, and genuinely committed to serving others may express their desire to join the team. Being part of Team Lingap does not require perfection—it requires a heart that listens, a spirit that is willing, and a character shaped by humility and faith.

### ***More than friends... But Family***

Being part of Team Lingap is more than volunteering and contributing to the school and community at large; it is joining a family where friendships are formed, values are strengthened, and meaningful memories are created. Each member is invited to experience the joy of service, to build bonds that go beyond the classroom, and to discover new stories waiting to unfold in every event, outreach, or simple moment of working together.

Thus, the bonds formed in Team Lingap go beyond the classroom, reaching into moments of laughter behind the scenes, whispered prayers before events, and teamwork during busy days when everyone is tired but chooses to push forward together.

***“Many are called... But few are chosen”***

However, despite the fact that membership is open to anyone who wishes to serve, the selection of members is done with careful discernment. With the guidance of the Moderator and Adviser, the team thoroughly and through prayers on who shall be part of Team Lingap—not based on popularity, achievements, or who volunteers first, but based on the sincerity of the heart. The process may seem simple and even random, but behind it is a genuine effort to listen to God’s grace and to recognize students who are ready to serve with humility and commitment.

*Every decision is lifted through invocation and guidance through prayer, trusting that each step of discernment is aligned with God’s will. As St. Ignatius of Loyola teaches in his principles of discernment, we are invited to seek “inner movements of the heart”—the peace, desire, and openness that reveal where God is calling us. Team Lingap follows this spirit: selecting those who are not only willing, but whose hearts resonate with the values of service, compassion, and dedication.*

The journey toward becoming a full member of Team Lingap is intentional, values-centered, and grounded in prayerful discernment. Each step ensures that every candidate is not only capable of serving, but is also genuinely aligned with the mission, spirit, and heart of the team.

The process begins through natural interactions and encounters with students during school activities, classes, and daily routines. The Moderator, Adviser, and current Team Lingap members observe students who exhibit kindness, responsibility, leadership potential, or a quiet desire to help. These observations are not based on performance alone, but on the candidate’s attitude, respect toward others, and willingness to serve, even in small ways.

1. Once potential candidates are identified, each one is given a personal invitation to assist in an upcoming event or institutional activity. This stage provides the student with an opportunity to:
  - Experience what it feels like to volunteer
  - Contribute meaningfully to a real event
  - Interact with Team Lingap members
  - Understand the environment of service

*The invitation is not a test, but an opportunity for the student to discover if Team Lingap is truly where they feel called.*

2. After the initial service activity, the candidate is asked if he or she is willing to volunteer again in any upcoming tasks or responsibilities assigned by the Moderator or Adviser. This step reveals the candidate's:
  - Authentic intention to serve
  - Consistency and reliability
  - Joy and openness to help

*Willingness is important because volunteer work is sustained not by pressure, but by genuine desire.*

3. The performance, attitude, and values of the candidate are then observed more closely by the Moderator and the focal persons or batch leaders. They look at:
  - Punctuality and responsibility
  - Respect for peers and staff
  - Ability to follow instructions
  - Teamwork and cooperation
  - Humility and sincerity
  - Consistency in attendance and attitude

*This assessment helps determine if the candidate is ready to proceed to the next stage.*

4. If the candidate passes the initial assessment, he or she becomes a Probationary Member. A probationary member is:
  - Unofficially part of the team
  - Given limited roles (e.g., supporting roles, small tasks, shadowing senior members)
  - Expected to demonstrate sincerity, social interaction and willingness to grow

*This stage ensures that the candidate is not overwhelmed and is gradually guided into the team's culture.*

5. After one to two months (or depending on the flow of activities), if the probationary member shows the qualification of consistent values and joy in the group, then he or she may be formally welcomed as a Permanent Member of Team Lingap.

*While the selection process is thorough and prayerfully guided, it is not perfect. It relies on observation, discernment, and human judgment, and thus may not capture everything about a candidate. Nevertheless, with God's guidance and the team's careful oversight, it aims to welcome students who are truly willing to serve with sincerity, humility, and heart.*

## **The Heart and Direction of Lingap**

Team Lingap is more than just an organization; it is a journey shaped by people who choose to serve with openness, humility, and heart. What starts as a simple decision to volunteer slowly becomes a deeper experience of belonging. Students from different strands, courses, and year

levels enter the team as strangers, unsure of what awaits. However, through shared moments, they begin to form genuine friendships and create lasting memories.

In every event we support, every outreach we participate in, and every responsibility we take on, we grow not only as volunteers but as companions. The late-night preparations, early call times, quiet moments behind the scenes, and smiles exchanged during busy programs come together to create a family built on trust and shared purpose. In these simple, often unnoticed moments, we are united in the spirit of service. We show up not because we have to, but because we care. Something in our hearts drives us to help others.

As time goes on, some members move on to new chapters beyond the institution. Although they may leave the halls where they once served, a part of them stays with the team. Many continue to support, encourage, and recognize Team Lingap's work, carrying with them the lessons and values they learned here. Their legacy serves as a reminder that service, once planted in the heart, does not fade. It grows with every life they touch and every good deed they continue to perform.

But Team Lingap is not only about who we are today; it is also about who we dream to become. We aspire to reach farther, widen our compassion, and extend our hands to those who genuinely need help. One day, we hope to build programs that support education, livelihood, well-being, and other opportunities that can uplift deserving individuals. This dream guides us, inspires us, and reminds us that each small act of kindness today is a step toward a larger mission tomorrow.

At the core of Team Lingap is a simple but powerful truth: service transforms people. It turns uncertainty into belonging. It turns challenges into growth. It turns dreams into concrete action. As Mother Teresa once said, *“Not all of us can do great things. But we can do small things with great love.”* And that is what Lingap is about—small things done with great love, repeated consistently, until they become something life-changing.

## **Thrusts of Team Lingap**

### **1. Service to the Institution and Community**

Team Lingap is dedicated to supporting SBCA's academic, social, and spiritual activities with enthusiasm and purpose. The team goes beyond the campus by actively reaching out to communities through various volunteer efforts, outreach programs, and collaborative initiatives. Inspired by Matthew 5:16, “Let your light shine before others, that they may see your good deeds,” the team embraces its mission to uplift both the institution and society.

## 2. Formation and Development of Members

Lingap believes that service helps individuals become better people. It provides opportunities for mentoring, values formation, leadership training, and skill-building. This approach helps members grow in both competence and character. Through these experiences, volunteers develop into socially responsible individuals who lead with integrity, empathy, and purpose.

## 3. Promotion of Academic Excellence and Holistic Growth

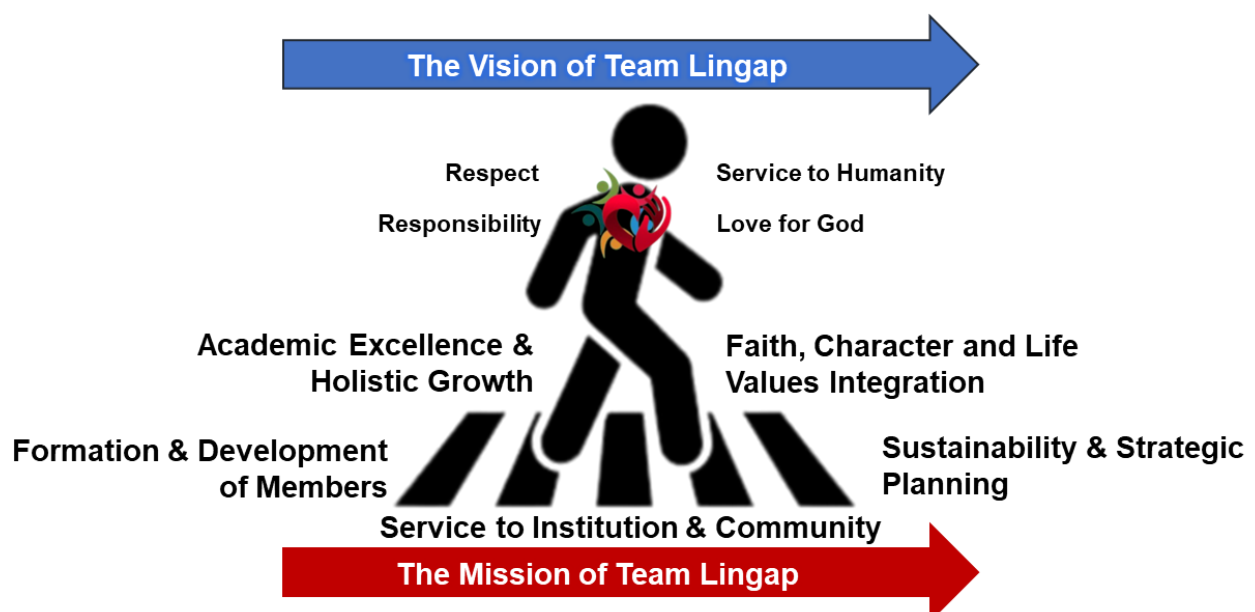
The team promotes a balanced lifestyle by encouraging members to excel academically while staying active in service. Lingap supports holistic growth, reminding its members that excellence includes not just grades, but also emotional, social, and moral development. "Education is not the filling of a pail, but the lighting of a fire." This fire is what Lingap continues to nurture.

## 4. Faith and Values Integration

Every team activity is rooted in Christian values, ensuring that faith is not just spoken but also practiced. Members are encouraged to embody humility, kindness, honesty, and servant leadership in their daily actions. By integrating faith into service, Lingap highlights that true leadership starts with a humble heart and a solid moral foundation.

## 5. Sustainability and Strategic Planning

Lingap aims for lasting impact. The team creates sustainable programs, builds partnerships, and engages alumni to ensure continuity and relevance. Strategic planning helps the organization address current needs while preparing for future opportunities. This long-term vision ensures that Lingap's work remains meaningful, impactful, and resilient over time.



# SUPPORTING ROLES OF THE TEAM

To ensure that each member is suited within their respective abilities, Team Lingap organizes members into committees. Each committee focuses on specific areas of service, making it easier for members to excel while supporting the team's mission.

**a. Committee for Documentation and Social Communications**

This committee is responsible for documentations and media of the event, as well as the technical aspects. They take photos and videos, write reports, manage social media, and prepare visual materials to ensure that every activity and achievement is recorded and communicated to the community.

**b. Committee for Faith and Human Formations**

This Committee carries the responsibility of nurturing the spiritual life and values of the team. They organize prayer sessions, reflections, encouraging all members to reflect and grow in faith through participation in community service and provide guidance to help everyone live according to the team's core values of compassion, faith, and service.

**c. Committee for Committee on Logistics and Resources**

This Committee ensures that every activity runs smoothly by taking care of all practical needs. They handle the procurement, organization, and distribution of materials, set up venues and equipment, arrange transportation if needed, and coordinate with suppliers or institutional offices. Their role is essential in making sure that all resources are ready, available, and functioning properly.

**d. Committee on Events Flow and Management**

This Committee is responsible for planning and overseeing the smooth execution of activities. They create detailed event programs, assign roles and responsibilities to team members, coordinate with other committees, and handle any on-site issues that may arise. Their goal is to make sure that each event is organized, timely, and successful.

**e. Committee on Committee for External Affairs**

focuses on building and maintaining relationships outside the team. They establish partnerships with organizations and institutions, represent the team in meetings or collaborative projects, coordinate joint initiatives or sponsorships, and handle formal communications.

# DOCUMENTATIONS OF ACTIVITIES OF TEAM LINGAP GENERATIONS

This section provides a record of the team's activities, highlighting how each event and initiative reflects the team's core values and mission. Through this documentation, we aim to capture not only the moments and achievements but also the spirit of service, teamwork, and growth that defines Team Lingap Generations over the years.

## a. Outreach Programs and Community Immersion Activities

### Lingap Bernadettian Outreach Program and Gift Giving

February 2024

*On the occasion of the celebration of the 41<sup>st</sup> Founding Anniversary of SBCA*



Team Lingap Generations marked its first outreach activity through the launching of the Lingap Bernadettian Extension Outreach Program, benefiting twenty (20) adopted families. This initiative was a collaborative effort between the College Department and the Basic Education Department. During the event, Team Lingap facilitated fun and engaging games and activities for the children, creating a joyful and interactive environment. The team also led the distribution of "Lugaw ni Ate Badeth" and hygiene kits, ensuring that the families received both nourishment and essential supplies.

## Relief Operations on the Victims of Fire in Alabang Muntinlupa

March 2024

Covered Court of 7A Ilaya St. Alabang Muntinlupa City



In March 2024, Team Lingap Generations, in collaboration with NSTP and FCL classes, organized a relief operation for families affected by a fire in Alabang, Muntinlupa. A total of 70 families received relief goods, including hygiene kits, clothes, biscuits, and other essential items. The initiative was carried out under the supervision of the Office of the Dean and the Guidance Office, with Team Lingap facilitating and coordinating the distribution.

## Project H.E.S.U.S (I) "Hearts Empowered, and Souls United in Service"

December 7, 2024

JP II Hall, San Roque de Alabang Parish, Alabang Muntinlupa City



On December 7, 2024, Team Lingap Generations, together with FCL students and the College of Teacher Education, organized Project H.E.S.U.S (I), an outreach activity aimed at bringing joy to children in the community. A total of 100 kids participated in the event, enjoying fun games, interactive activities, and a short program prepared by the team. Gift-giving was also part of the celebration, ensuring that each child left with a smile. This project highlighted the team's dedication to service, fostering happiness, engagement, and community spirit among the young participants.

## Media Noche Gift Giving to Families and Staff

December 28, 2024

St. Bernadette College of Alabang, Muntinlupa City

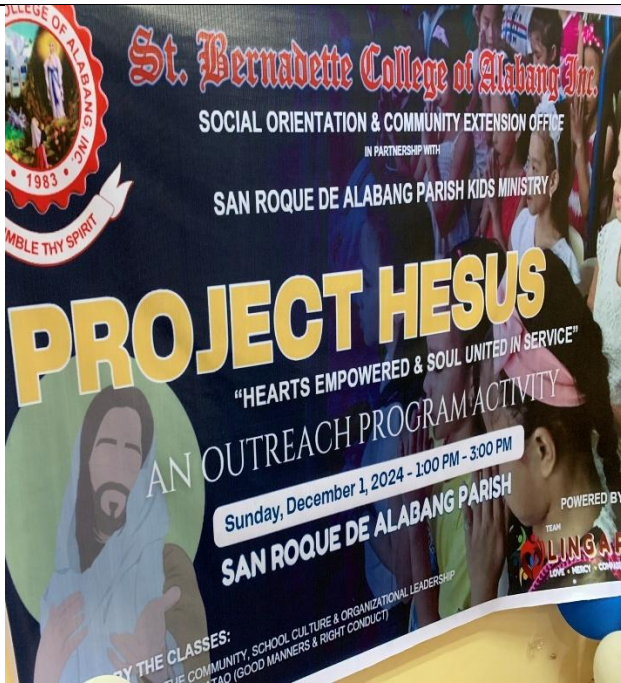


On December 28, 2024, Team Lingap Generations funded by NSTP Classes organized the Media Noche Gift Giving, extending support and holiday cheer to both families and staff of St. Bernadette College of Alabang. The activity involved the distribution of gifts to ensure that recipients experienced the joy and spirit of the season. Totaling of 20 Spaghetti Package and 5 kilos of rice were given.

## Project H.E.S.U.S (II) “Hearts Empowered, and Souls United in Service

May 30, 2025

San Roque de Alabang Parish, Alabang Muntinlupa City



On May 30, 2025, Team Lingap Generations, together with the joint NSTP and FCL courses, organized **Project H.E.S.U.S (II)** as the culminating activity of **Flores de Maria**. The program benefited a total of 146 children, providing school supplies, Jollibee meals, and sweets. The event began with a catechesis, followed by a procession of the Marian image, and concluded with a short program and gift-giving led by Team Lingap. This activity showcased the team’s commitment to service, faith, and community engagement, bringing joy and spiritual enrichment to the children while fostering collaboration among students and departments.

### b. Spiritual and Religious Engagements

#### First Friday Masses and Special/Feast Day Masses

Organize and Supported by Team Lingap Generations under the supervision of Campus Ministry and Office of the Students’ Formation



## Recollections and Formations (On-Campus)

Team Lingap Generations places great importance on the personal and spiritual growth of its members. These activities include guided reflections, workshops, prayer sessions.



Faith in Christian Living Course Lenten Special Session: Pilgrims of Hope -April 12, 2025



College Graduating Students' Recollections (Batch 2024 and 2025 respectively)



## Recollections and Formations (Off-Campus)

Team Lingap Generations places great importance on the personal and spiritual growth of its members. These activities include guided reflections, workshops, prayer sessions.



Visita Iglesia 2025 – Journeying Together as Pilgrims of Hope  
April 09 and April 17, 2025; Parishes and Churches of the Archdiocese of Manila / Alay Lakad



### C. Institutional Activities

#### Institutional Activities: Pinning, Badge Investiture and Candle Lighting Ceremony

Team Lingap supports this event through careful preparation, coordination, and guidance, helping create a solemn and inspiring experience. From logistics to program flow—highlighting the light of commitment each student carries. Ensuring a smooth, dignified, and meaningful celebration for the participants.



**Institutional Activities: Commencement Exercises and Graduation Rites**

Team Lingap supports this event through careful preparation, coordination, and guidance, helping create a solemn and inspiring experience. From logistics to program flow—highlighting the light of commitment each student carries. Ensuring a smooth, dignified, and meaningful celebration for the participants.



27<sup>th</sup> Commencement Exercises – SBCA CARES: Championing Academic Resilience and Enriching Human-Tech Skills in Education (Academic Year 2023 – 2024)  
Crimson Hotel – Filinvest Alabang; June 22, 2024



28<sup>th</sup> Commencement Exercises – SBCA L.I.V.E.S: Fostering Leadership, Inclusivity, Vision, Excellence, and Service (Academic Year 2024 – 2025)  
The Bellevue Hotel – Filinvest Alabang; July 26, 2025

## D. Community-Based Activities / Affiliation

### Participation in the 55<sup>th</sup> Foundation Anniversary of San Roque de Alabang Parish

Team Lingap takes part in the Kick-Off (Team Building) and Culminating Activities, embracing opportunities for personal growth, relationship-building, and reflection. These engagements reinforce the team's mission and prepare members for meaningful service throughout the year.

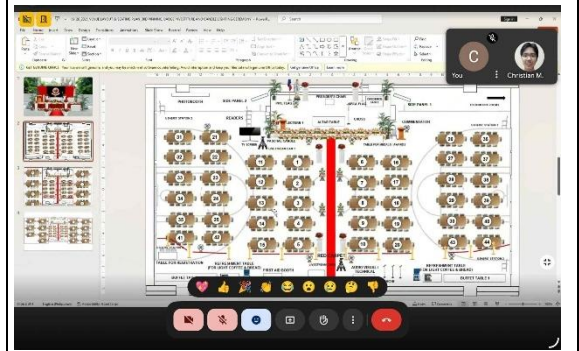
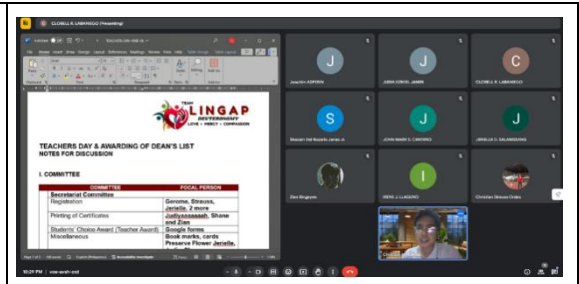


## Recognition of the Group in the State of the College Address

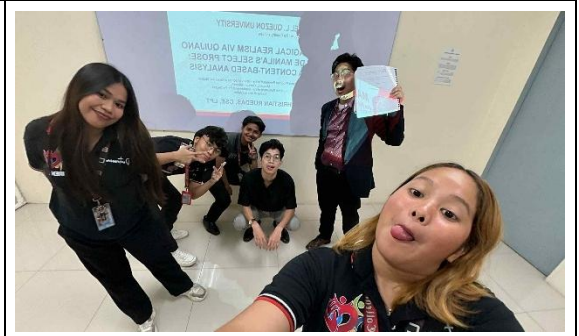
The State of the College Address serves as an avenue to honor Team Lingap for its exemplary service and consistent presence in various programs. This recognition reflects the team's impact on campus life and its commitment towards students' servant leadership in the realization of SBCA's Vision and Mission for its Stakeholders.



## D. Preparations and Meetings for Events and other Tasks



E. Academic / Work / Social Life Balance



# PROJECT DEVELOPMENT PLAN OF THE TEAM

*Based from the Five (5) Year Development Plan of SBCA*

<b>Members Profile Development Plan</b>																			
<b>Recruitment and Selection</b>	Rationale / Objectives	The Team aims to recruit and nurture members who are committed to service, capable of balancing academic and organizational responsibilities, and motivated to grow personally and professionally through continuous guidance, training, and meaningful experiences, members are empowered to develop their skills, values, and sense of purpose while contributing effectively to the institution and community.																	
	Expected Outcome/s	By 2027–2028, the Team is expected to continuously recruit and train members who can actively support the institution with dedication and purpose.																	
Time Frame	Progress and Development	Specific Actions Taken	Means of Verification	Focal Persons	Budget														
2023 – 2024	Eight (8) Principal Members with two (2) supporting members in which Majority are Graduating Students – among which are capable and willing to support the Institution.	Not Applicable Yet	<ol style="list-style-type: none"> <li>1. The Team Lingap Primer</li> <li>2. Records and Portfolio of the Members</li> <li>3. Social Media Page of the Team lingap</li> </ol>	The Moderator	No Budget Required														
2024 – 2025	12 new recruits across discipline including Freshmen. Overall tally as follows <table border="1" style="width: 100%; border-collapse: collapse;"> <tr><td style="text-align: left;">Alumni</td><td style="text-align: center;">6</td></tr> <tr><td style="text-align: left;">Freshmen</td><td style="text-align: center;">5</td></tr> <tr><td style="text-align: left;">Sophomore</td><td style="text-align: center;">4</td></tr> <tr><td style="text-align: left;">Junior Third Year</td><td style="text-align: center;">4</td></tr> <tr><td style="text-align: left;">Senior Fourth Year</td><td style="text-align: center;">2</td></tr> <tr><td style="text-align: center;">Total</td><td style="text-align: center;">21</td></tr> </table>	Alumni	6	Freshmen	5	Sophomore	4	Junior Third Year	4	Senior Fourth Year	2	Total	21	Not Applicable Yet	<ol style="list-style-type: none"> <li>1. The Team Lingap Primer</li> <li>2. Records and Portfolio of the Members</li> <li>3. Social Media Page of the Team Lingap</li> </ol>	The Moderator and the Senior Principal Members	No Budget Required		
Alumni	6																		
Freshmen	5																		
Sophomore	4																		
Junior Third Year	4																		
Senior Fourth Year	2																		
Total	21																		
2025 – 2026	5 new recruits across discipline including Freshmen. Overall tally as follows: <table border="1" style="width: 100%; border-collapse: collapse;"> <tr><td style="text-align: left;">Alumni</td><td style="text-align: center;">9</td></tr> <tr><td style="text-align: left;">Freshmen</td><td style="text-align: center;">2</td></tr> <tr><td style="text-align: left;">Sophomore</td><td style="text-align: center;">7</td></tr> <tr><td style="text-align: left;">Junior Third Year</td><td style="text-align: center;">2</td></tr> <tr><td style="text-align: left;">Senior Fourth Year</td><td style="text-align: center;">4</td></tr> <tr><td style="text-align: left;">Stopped Members</td><td style="text-align: center;">2</td></tr> <tr><td style="text-align: center;">Total</td><td style="text-align: center;">26</td></tr> </table> Currently with a total of 15 active members including graduating	Alumni	9	Freshmen	2	Sophomore	7	Junior Third Year	2	Senior Fourth Year	4	Stopped Members	2	Total	26	<ol style="list-style-type: none"> <li>1. Probationary Membership Program for discerned and selected candidates</li> <li>2. Initial Volunteer and Observation to randomly pick students to assist in institutional activities to observe their skills, attitude, and interest in service</li> <li>3. Planning and Organizing of the S.T.E.P (Stewardship Training and Empowerment Program) <i>For the Academic Year 2026.2027</i></li> </ol>	<ol style="list-style-type: none"> <li>1. The Team Lingap Primer</li> <li>2. Records and Portfolio of the Members</li> <li>3. Social Media Page of the Team Lingap</li> </ol>	The Moderator and the Senior Principal Members	No Budget Required
Alumni	9																		
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Stopped Members	2																		
Total	26																		

2026 – 2027	Maintain the numbers of capable and willing recruits to sustain the needs and support for SBCA.  <i>If possible, the group may extend their selection in Basic Education Department Senior High School in coordination with SSG.</i>	<ol style="list-style-type: none"> <li>1. Probationary Membership Program for discerned and selected candidates</li> <li>2. Initial Volunteer and Observation to randomly pick students to assist in institutional activities to observe their skills, attitude, and interest in service</li> <li>3. Initial Implementation of the S.T.E.P (Stewardship Training and Empowerment Program)</li> </ol>	<ol style="list-style-type: none"> <li>1. The Team Lingap Primer</li> <li>2. Records and Portfolio of the Members</li> <li>3. Social Media Page of the Team lingap</li> </ol>	The Moderator and the Senior Principal Members; in coordination with the Basic Ed SSG and Students' Formation Office	No Budget Required
2027 - 2028	Maintain the numbers of capable and willing recruits to sustain the needs and support for SBCA.  <i>If possible, the group may extend their selection in Basic Education Department Senior High School in coordination with SSG.</i>	<ol style="list-style-type: none"> <li>1. Probationary Membership Program for discerned and selected candidates</li> <li>2. Initial Volunteer and Observation to randomly pick students to assist in institutional activities to observe their skills, attitude, and interest in service</li> <li>3. Full Implementation of the S.T.E.P (Stewardship Training and Empowerment Program)</li> </ol>	<ol style="list-style-type: none"> <li>1. The Team Lingap Primer</li> <li>2. Records and Portfolio of the Members</li> <li>3. Social Media Page of the Team Lingap</li> </ol>	The Moderator and the Senior Principal Members; in coordination with the Basic Ed SSG and Students' Formation Office	No Budget Required
<b>Academic Excellence</b>	Rationale / Objectives	Foster a culture where scholarship and service go hand in hand, motivating members to strive for personal and collective success by encouraging members to achieve high academic standards so as to ensure that their growth as student-leaders is balanced with their educational development.			
	Expected Outcome/s	It is expected that by the Academic Year 2027–2028, at least, Fifty Percent (50%) of the total number of active members are in line with Academic Excellence (e.g Consistent Top 10 Dean's Lister; Candidate for Latin Honors, etc)			
<b>Time Frame</b>	<b>Progress and Development</b>	<b>Specific Actions Taken</b>	<b>Means of Verification</b>	<b>Focal Persons</b>	<b>Budget</b>
2023 – 2024	10% of the Total Active Members are Academic Excellence Awardee	Not Applicable	No records found	The Moderator and the Office of the Dean	No Budget Required
2024 – 2025	20% of the Total Active Members are Academic Excellence Awardee	Not Applicable	No records found	The Moderator and the Office of the Dean	No Budget Required

2025 – 2026	30% of the Total Active Members are Academic Excellence Awardee	1. Mentorship and Peer supports from the Senior Members 2. Incentives and Recognition for motivation 3. Academic Consultation and Monitoring with the Professors 4. Progress Reports and Evaluation Meetings to assess challenges, celebrate improvements, and adjust support strategies. 5. Scheduling of assigned activities and time management for academic-service balance	Not Available Yet	The Moderator and the Office of the Dean	No Budget Required								
2026 – 2027	40% of the Total Active Members are Academic Excellence Awardee		Not Available Yet	The Moderator and the Office of the Dean	No Budget Required								
2027 - 2028	50% of the Total Active Members are Academic Excellence Awardee		Not Available Yet	The Moderator and the Office of the Dean	No Budget Required								
<b>Personal and Professional Development</b>	Rationale / Objectives	The Team aims to maintain meaningful connections with graduates, empowering them to excel in their careers and personal lives. This ensures that the culture of service, values, and leadership cultivated within the Team extends beyond graduation, creating a network of competent and socially responsible individuals who can contribute positively to the institution and the wider community.											
	Expected Outcome/s	It is expected that by the Academic Year 2027–2028, at least Thirty Percent (30%) of the total number of Alumni will have achieved significant personal and professional development. (Board Passers, Pursuing Graduate Studies; recognition from the industry, etc.)											
<b>Time Frame</b>	<b>Progress and Development</b>	<b>Specific Actions Taken</b>	<b>Means of Verification</b>	<b>Focal Persons</b>	<b>Budget</b>								
2023 – 2024	<i>Not Applicable for the First Year of Implementation of Dev Plan</i>	Not Applicable	No records found	Not Applicable	No Budget Required								
2024 – 2025	10% of the Total Alumni have Significant Professional development <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 80%;">Board Passer</td> <td style="width: 20%; text-align: center;">1</td> </tr> <tr> <td>Graduate Studies</td> <td style="text-align: center;">1</td> </tr> <tr> <td>Industry Recognition</td> <td style="text-align: center;">1</td> </tr> <tr> <td style="text-align: center;"><b>TOTAL</b></td> <td style="text-align: center;"><b>1</b></td> </tr> </table>	Board Passer	1	Graduate Studies	1	Industry Recognition	1	<b>TOTAL</b>	<b>1</b>	Not Applicable	List of Alumni Professionals w/ significant Professional Development  1. Ruedas, Christian <ul style="list-style-type: none"> <li>• LET Passer</li> <li>• Candidate for Master's Degree</li> </ul>	Not Applicable	No Budget Required
Board Passer	1												
Graduate Studies	1												
Industry Recognition	1												
<b>TOTAL</b>	<b>1</b>												
2025 – 2026	20% of the Total Alumni have significant professional development	1. Advising and consultation sessions from mentors, Professors and co-members on their plans for the future 2. Outlining their roadmaps and personal development chart before they graduate	Not Available Yet	The Moderator, Committee on Documentations and Social Communications; <i>(For Monitoring Purposes Only)</i>	No Budget Required								

2026 – 2027	25% of the Total Alumni have significant professional development	3. Supports Reviews and Monitoring for those who seeks eligibility exam 4. Share information about seminars, trainings, workshops, and other opportunities to enhance skills, knowledge, and career readiness.	Not Available Yet	The Moderator, Committee on Documentations and Social Communications; <i>(For Monitoring Purposes Only)</i>	No Budget Required
2027 - 2028	30% of the Total Alumni have significant professional development	5. Identify and seek any scholarship or subsidies to encourage alumni pursue graduate studies	Not Available Yet	The Moderator, Committee on Documentations and Social Communications; <i>(For Monitoring Purposes Only)</i>	No Budget Required

### Increase in Enrollment

<b>Integration to Marketing and Promotion Engagements</b>	Rationale / Objectives	Since Team Lingap serves as an arm of the School of Character, promoting its programs and achievements to aspiring Senior High School students helps showcase the values, service opportunities, and leadership development it offers. Sharing these experiences encourages prospective students to enroll, fostering a culture of character, commitment, and service within the institution.			
	Expected Outcome/s	By 2027–2028, the Team is expected to encourage, assist and provide information of the Institution to the Thirty percent (30%) of the annual total expected outcome of the College Departments' Expected Freshmen Enrollees through different marketing and promotional coordination			
<b>Time Frame</b>	<b>Progress and Development</b>	<b>Specific Actions Taken</b>	<b>Means of Verification</b>	<b>Focal Persons</b>	<b>Budget</b>
2025 – 2026	Planning and Implementation Phase for the Academic Year 2026 - 2027	1 Promotion of Institutions through Social Media in terms of: 1. Mini Vlog Content 2. Online Posters 3. Online Assistance	1. Social Media Posts containing the number of reactions, share and Message from the Social Admin regarding inquiries and concerns of enrollment	<ul style="list-style-type: none"> <li>Marketing and Promotional Team of College Department</li> <li>Documentations and Social Communications Committee of Team Lingap</li> </ul>	<i>A separate Budget Hearing and Deliberation shall be done</i>  <i>Breakdown of Budget shall be included in the Proposal / Concept Paper</i>

		2	Joining Marketing and Career Orientation Programs for Observation and Monitoring	<ol style="list-style-type: none"> <li>1. Attendance Sheets and Records of Information Sheet filled-out by SHS Students</li> <li>2. Matrix of Information tabulated through a table</li> </ol>	<ul style="list-style-type: none"> <li>• Marketing and Promotional Team of College Department</li> <li>• Documentations and Social Communications Committee of Team Lingap</li> </ul>	<p><i>A separate Budget Hearing and Deliberation shall be done</i></p> <p><i>Breakdown of Budget shall be included in the Proposal / Concept Paper</i></p>
		3	Organization and Participation in the Committee for the Annual Antonio Rabonza Cup	<ol style="list-style-type: none"> <li>1. Attendance Sheets and Records of Information Sheet filled-out by SHS Students</li> <li>2. Matrix of Information tabulated through a table</li> <li>3. Marketing Paraphernalia and Papers documented during the event.</li> </ol>	<ul style="list-style-type: none"> <li>• Marketing and Promotional Team of College Department</li> <li>• Documentations and Social Communications Committee of Team Lingap</li> <li>• Committee for the Antonio Rabonza Cup</li> </ul>	<p><i>A separate Budget Hearing and Deliberation shall be done</i></p> <p><i>Breakdown of Budget shall be included in the Proposal / Concept Paper</i></p>
		4	<p>Proposed Marketing and Engagement Program individually organized by Team Lingap Project I.N.S.P.I.R.E (Inspiring New Students to Programs, Interactions, Resources and Experiences)</p> <p><i>This program aims to familiarize incoming students with the college's academic programs, student initiatives, and available resources while giving them meaningful experiences.</i></p>	<ol style="list-style-type: none"> <li>1. Attendance Sheets and Records of Information Sheet filled-out by SHS Students</li> <li>2. Matrix of Information tabulated through a table</li> <li>3. Marketing Paraphernalia and Papers documented during the event.</li> <li>4. Certificates and Proof of Enrollment of the selected students under the care of Project E.N.G.A.GE</li> </ol>	<ul style="list-style-type: none"> <li>• The Office of the VPAA (For Recommendation and Approval)</li> <li>• The Office of the Dean (For Recommendation and Approval)</li> <li>• Marketing and Promotional Team of SBCA</li> <li>• Team Lingap Committees</li> <li>• Student Leaders and Associates</li> </ul>	<p><i>A separate Budget Hearing and Deliberation shall be done</i></p> <p><i>Breakdown of Budget shall be included in the Proposal / Concept Paper</i></p>
2026 – 2027	Fifteen (15%) of the Total Expected Enrollment Increase of the College Department are Team Lingap Acquired	1	<i>Same Marketing and Promotional Activities as above</i>	<i>Same Means of Verification of the Marketing and Promotional Activities as above</i>	<i>Same Marketing and Promotional Committee as above</i>	No Budget Required

		2	<i>Continuous Monitoring and Feedbacking of Students for Retention Purposes</i>	<i>Same Means of Verification of the Marketing and Promotional Activities as above</i>	<i>Same Marketing and Promotional Committee as above</i>	No Budget Required
		3	<p>Implementation of Project E.N.G.A.G.E (If approved) through activities such as</p> <ol style="list-style-type: none"> <li>In-House Tour</li> <li>Team-Building Activities</li> <li>Open Forum and Sharing Sessions</li> <li>Seminars and Career Talks</li> </ol> <p><i>Concept Paper and Proposal shall be separately submitted for the information of the concerned Offices.</i></p> <ol style="list-style-type: none"> <li>Office of the VPAA</li> <li>Office of the Dean</li> <li>Office of Student Formation</li> <li>Marketing and Promotional Team</li> </ol>	<p><i>Those incoming Freshmen and Transferees who participated the activities of Project E.N.G.A.G.E shall be automatically be part of the Project S.T.E.P</i></p> <p><i>Project S.T.E.P. (Stewardship Training and Empowerment Program) is designed for selected students only, who are invited based on their capability, interest, and willingness to serve. These students are given structured training and mentorship under Team Lingap, allowing them to develop leadership, teamwork, and servant-hearted skills even if they are not yet official members of the Team.</i></p>	<ul style="list-style-type: none"> <li>The Office of the VPAA (For Recommendation and Approval)</li> <li>The Office of the Dean (For Recommendation and Approval)</li> <li>Marketing and Promotional Team of SBCA</li> <li>Team Lingap Committees</li> <li>Student Leaders and Associates</li> </ul>	<p><i>A separate Budget Hearing and Deliberation shall be done</i></p> <p><i>Breakdown of Budget shall be included in the Proposal / Concept Paper</i></p>
2027 - 2028	Thirty Percent (30%) of the Total Expected Enrollment Increase of the College Department are Team Lingap Acquired	SAME AS ABOVE MARKETING AND PROMOTIONAL ACTIVITIES				

<b>Community Extension and Linkages</b>					
<b>Project H.E.S.U.S</b> <i>Hearts Empowered and Soul United in Service</i>	Rationale / Objectives	Project H.E.S.U.S ( <i>Hearts Empowered and Soul United in Service</i> ) is a Parish Apostolate Immersion and Outreach Program which focuses on teaching and promoting Values Education and Faith on Children ages 7 to 11 years old of the Kids Ministry of San Roque de Alabang Parish, in coordination with National Service Training Program Courses (NSTP) and Faith in Christian Living Courses (FCL) which is done at least Twice an Academic Year			
	Expected Outcome/s	To help students develop a strong foundation in Christian virtues, appreciate their sense of belonging and responsibility within the parish community, and actively practice these values through hands-on activities that promote service, engagement, and living out their faith in daily life.			
<b>Time Frame</b>	<b>Progress and Development</b>	<b>Specific Actions Taken</b>	<b>Means of Verification</b>	<b>Focal Persons</b>	<b>Budget</b>

2023 – 2024	<p>At least 20 – 30 Children ages Seven (7) to Eleven (11) years old will be actively engaged in the program</p> <p><i>Essentials given includes.</i></p> <ol style="list-style-type: none"> <li>1. Hygiene Kit</li> <li>2. Sweets and Candies</li> <li>3. Porridge and Egg</li> <li>4. 5 kilos of Rice (Parent)</li> </ol>	<ol style="list-style-type: none"> <li>1. Assign Committee for the Outreach Programs</li> <li>2. Conduct Interactive Sessions such as Fun and Games, Personal Hygiene Demonstration, etc.</li> </ol>	<ol style="list-style-type: none"> <li>1. Photo Exhibit and Attendance Sheet of the Beneficiaries</li> <li>2. Profile Information Sheet of Beneficiaries</li> <li>3. Minutes of the Meeting in lieu of the Preparation of the Outreach Program</li> </ol> <p><i>Note that the program is not yet named Project H.E.S.U.S since it was implemented during A.Y 2024-2025. However, it considers as first outreach program of the group</i></p>	<ul style="list-style-type: none"> <li>• Principal Members of the Team Lingap</li> <li>• MANCOM</li> <li>• Basic Ed SSG</li> </ul>	Budget was taken from the OVPAA on the 41 <sup>ST</sup> Founding Anniversary of SBCA
2024 - 2025	<p>At least 50 – 80 Children ages Seven (7) to Eleven (11) years old will be actively engaged in the program</p> <p><i>Essentials given includes.</i></p> <ol style="list-style-type: none"> <li>1. Sweets and Candies</li> <li>2. Jollibee Kiddie Meal</li> <li>3. School Supplies</li> <li>4. Learning Materials</li> </ol>	<ol style="list-style-type: none"> <li>1. Assign Committee for the Outreach Programs</li> <li>2. Conduct Interactive Sessions such as Fun and Games, Personal Hygiene Demonstration, etc.</li> <li>3. Provide Catechesis and Group Sessions for each age bracket of Children</li> <li>4. Attend Mass with the Children and create reflection activity</li> </ol>	<ol style="list-style-type: none"> <li>1. Photo Exhibit and Attendance Sheet of the Beneficiaries</li> <li>2. Profile Information Sheet of Beneficiaries</li> <li>3. Minutes of the Meeting in lieu of the Preparation of the Outreach Program</li> </ol>	<ul style="list-style-type: none"> <li>• Team Lingap Members</li> <li>• Faith in Christian Living Class</li> <li>• National Service Training Program Class</li> <li>• College of Teacher Education</li> </ul>	Potluck and Contributions of the members and students
2025 – 2026	<p>At least 80 – 120 Children ages Seven (7) to Eleven (11) years old will be actively engaged in the program</p>	<ol style="list-style-type: none"> <li>1. Assign Committee for the Outreach Programs</li> <li>2. Conduct Interactive Sessions such as Fun and Games, Personal Hygiene Demonstration, etc.</li> <li>3. Provide Catechesis and Group Sessions for each age bracket of Children</li> <li>4. Attend Mass with the Children and create reflection activity</li> </ol>	<ol style="list-style-type: none"> <li>1. Photo Exhibit and Attendance Sheet of the Beneficiaries</li> <li>2. Profile Information Sheet of Beneficiaries</li> <li>3. Minutes of the Meeting in lieu of the Preparation of the Outreach Program</li> </ol>	<ul style="list-style-type: none"> <li>• Team Lingap Members</li> <li>• Faith in Christian Living Class</li> <li>• National Service Training Program Class</li> <li>• College of Teacher Education</li> </ul>	Potluck and Contributions of the members and students
2026 – 2027	<p>At least 150 – 180 Children ages Seven (7) to Eleven (11) years old will be actively engaged in the program (To be done Thrice per Academic Year)</p> <p>At least 20 – 30 displaced persons who will be given</p>	<p>Same as above Specific Actions with add-on including</p> <ol style="list-style-type: none"> <li>1. Organization of Committee on Faith and Human Promotion that will monitor and provide Catechesis and Profiling for the Beneficiaries. (To be done twice a month)</li> </ol>	<ol style="list-style-type: none"> <li>1. Photo Exhibit and Attendance Sheet of the Beneficiaries</li> <li>2. Profile Information Sheet of Beneficiaries</li> <li>3. Minutes of the Meeting in lieu of the Preparation of the Outreach Program</li> </ol>	<ul style="list-style-type: none"> <li>• Team Lingap Members</li> <li>• Faith in Christian Living Class</li> <li>• National Service Training Program Class</li> <li>• All College Departments</li> </ul>	Potluck and Contributions of the members and students

	basic commodities ( <i>To be done Twice per Academic Year</i> )	2. Conduct needs assessment to determine required basic commodities 3. Monitor any follow-up needs or further assistance that may be required by the beneficiaries.		<ul style="list-style-type: none"> <li>Selected Faculty Members</li> <li>MANCOM</li> <li>Alumni Members and Friends of LINGAP</li> </ul>	
2027 – 2028	<p>At least 200 – 230 Children ages Seven (7) to Eleven (11) years old will be actively engaged in the program (<i>To be done Thrice per Academic Year</i>)</p> <p>At least 50 – 80 displaced persons who will be given basic commodities (<i>To be done Twice per Academic Year</i>)</p>	<p>Same as above Specific Actions with add-on including</p> <ol style="list-style-type: none"> <li>Mobilize resources and donations through school-led campaigns, Team Lingap drives, and partner organizations.</li> <li>Coordinate with partner parishes, communities, and barangays to identify and inform the activity</li> </ol>	<ol style="list-style-type: none"> <li>Photo Exhibit and Attendance Sheet of the Beneficiaries</li> <li>Profile Information Sheet of Beneficiaries</li> <li>Minutes of the Meeting in lieu of the Preparation of the Outreach Program</li> </ol>	<ul style="list-style-type: none"> <li>Team Lingap Members</li> <li>Faith in Christian Living Class</li> <li>National Service Training Program Class</li> <li>All College Departments</li> <li>Selected Faculty Members</li> <li>MANCOM</li> <li>Alumni Members and Friends of LINGAP</li> </ul>	Potluck and Contributions of the members and students
<b>First Aid and Emergency Response Management</b>	Rationale / Objectives	The program aims to provide Team Lingap members with essential first aid and emergency response skills. This will help them be prepared, safe, and able to assist properly during school activities, emergencies, and community events. Through ongoing training, practice, and coordinated response systems, the Team becomes a dependable group of student responders who act with skill, confidence, and compassion.			
	Expected Outcome/s	By 2027–2028, Team Lingap members are expected to demonstrate strong readiness and confidence in handling minor injuries, providing basic first aid interventions, and supporting emergency protocols during school activities and community engagements. A pool of trained student responders will contribute significantly to a safer campus environment.			
<b>Time Frame</b>	<b>Progress and Development</b>	<b>Specific Actions Taken</b>	<b>Means of Verification</b>	<b>Focal Persons</b>	<b>Budget</b>
2023 – 2024	10% of the Total Active Members are oriented on Basic First Aid Training and Emergency Response	NOT APPLICABLE	<p>List of Members who have participated with Basic First Aid and Emergency Training</p> <ol style="list-style-type: none"> <li>Asperin, Joachim Victor</li> <li>Ruedas, Christian</li> </ol>	Muntinlupa City Disaster Risk Reduction Council	No Budget Required

2024 - 2025	20% of the Total Active Members are oriented on Basic First Aid Training and Emergency Response	<ol style="list-style-type: none"> <li>1. Conduct Basic First Aid Workshop with Red Cross/MDRRMO.</li> <li>2. Hands-on practice: bandaging, taking vital signs.</li> <li>3. Participated in Hazard and Disaster Simulation</li> </ol>	<p>List of Members who have participated with Basic First Aid and Emergency Training</p> <ol style="list-style-type: none"> <li>1. Asperin, Joachim Victor</li> <li>2. Ruedas, Christian</li> <li>3. Planas, Francis Bernard</li> <li>4. Locsin, Luis Daniel</li> </ol> <p>4 out of total number of active members – 33.33%</p>	<ul style="list-style-type: none"> <li>• Muntinlupa City Disaster Risk Reduction Council</li> <li>• YASDO Muntinlupa</li> <li>• Office of Guidance and Counselling</li> <li>• NSTP Class</li> </ul>	No Budget Required
2025 – 2026	40% of the Total Active Members are oriented on Basic First Aid Training and Emergency Response	<ol style="list-style-type: none"> <li>1. Conduct Basic First Aid Workshop with Red Cross/MDRRMO.</li> <li>2. Hands-on practice: bandaging, taking vital signs.</li> <li>3. Participated in Hazard and Disaster Simulation</li> <li>4. Conduct orientation on fire, earthquake, and evacuation protocols.</li> </ol>	Not Available Yet	<ul style="list-style-type: none"> <li>• Muntinlupa City Disaster Risk Reduction Council</li> <li>• YASDO Muntinlupa</li> <li>• Office of Guidance and Counselling</li> <li>• NSTP Class</li> </ul>	No Budget Required
2026 – 2027	60% of the Total Active Members are oriented on Basic First Aid Training and Emergency Response, including Students Stewards from S.T.E.P Program	<ol style="list-style-type: none"> <li>1. Implement emergency simulation drills.</li> <li>2. Establish ERT duty rotation for major school events.</li> <li>3. Conduct refresher courses and advanced first aid drills.</li> <li>4. Improve reporting and incident monitoring with Clinic &amp; Guidance.</li> </ol>	Not Available Yet	<ul style="list-style-type: none"> <li>• Muntinlupa City Disaster Risk Reduction Council</li> <li>• YASDO Muntinlupa</li> <li>• Office of Guidance and Counselling NSTP Class</li> </ul>	For Budget Hearing and Deliberation
2027 – 2028	100 % of the Total Active Members are oriented on Basic First Aid Training and Emergency Response including Students Stewards from S.T.E.P Program	<ol style="list-style-type: none"> <li>1. Establish Lingap Emergency Response Unit (LERU) as student responder arm.</li> <li>2. Maintain partnerships with Red Cross/MDRRMO for yearly certifications.</li> <li>3. Set up first aid stations during all major campus events.</li> </ol>	Not Available Yet	<ul style="list-style-type: none"> <li>• Muntinlupa City Disaster Risk Reduction Council</li> <li>• YASDO Muntinlupa</li> <li>• Office of Guidance and Counselling</li> <li>• NSTP Class</li> </ul>	For Budget Hearing and Deliberation
<b>Fundraising and Resources Procurement</b>	Rationale / Objectives	Team Lingap recognizes that sustainable funding and resource generation are essential to support its programs, outreach activities, and member development initiatives. By implementing practical business ideas, the Team not only cultivates creativity, leadership, and organizational skills among its members but also ensures that future beneficial plans—such as Educational Assistance, Independent Outreach Programs, Livelihood Projects, and Compensated Opportunities—can be sustained.			

	Expected Outcome/s	By the end of the five-year plan, Team Lingap is expected to establish a sustainable and diversified source of funding that supports its programs, outreach initiatives, and member development activities, serving as a start for a more progressive service and support for the community at a wider scope.			
Time Frame	Progress and Development	Specific Actions Taken	Means of Verification	Focal Persons	Budget
2023 – 2024	<i>Not Applicable for the First Year of Implementation of Dev Plan</i>	Not Applicable	No records found	Not Applicable	No Budget Required
2024 - 2025	<i>Not Applicable for the Seond Year of Implementation of Dev Plan</i>	Not Applicable	No records found	Not Applicable	No Budget Required
2025 – 2026	Generate Php. 3,000.00 – Php. 5,000.00 revenue for each fund-raising initiative to provide funds for the team's program essentials.	Launch small-scale fundraising initiatives (bake sales, Photo and Snack booths during event; and Printing Shop) to generate initial resources and test feasibility.  <i>With provision of Transparency and Liquidation Report</i>	<ol style="list-style-type: none"> <li>1. Liquidations and Transparency Report</li> <li>2. Documentations and Records of Procurements of Resources Needed</li> <li>3. Project Proposal / Concept Paper</li> </ol>	<ul style="list-style-type: none"> <li>• Team Lingap Generations</li> <li>• Office of the Dean (For Approval of the Proposal)</li> </ul>	For Budget Hearing and Deliberation <i>(Resources and Capital Needed per contribution of members to venture)</i>
2026 – 2027	Generate Php. 6,000.00 – Php. 10,000.00 revenue for each fund-raising initiative to provide funds for the team's Team Lingap's key programs and initiatives such as Project S.T.E.P and Project I.N.S.P.I.R.E	Establish mid-scale fundraising events such as mini-concerts and Integrate alumni and partner sponsorships to secure consistent funding for programs of Team Lingap  <i>With provision of Transparency and Liquidation Report</i>	<ol style="list-style-type: none"> <li>1. Liquidations and Transparency Report</li> <li>2. Documentations and Records of Procurements of Resources Needed</li> <li>3. Project Proposal / Concept Paper</li> </ol>	<ul style="list-style-type: none"> <li>• Team Lingap Generations</li> <li>• Office of the Dean (For Endorsment of the Proposal)</li> <li>• Office of the VPAA (For Approval of the Proposal)</li> <li>• Office of the VPA (For Approval of the Proposal)</li> </ul>	For Budget Hearing and Deliberation

2027 – 2028	Generate Php. 15,000.00 – Php. 30,000.00 revenue for each fund-raising initiative to provide funds for the donation and beneficial give away for the College Department (Like Smart T.V, Aircon, etc)	Fully institutionalize funding programs; generate sustainable income through a combination of merchandise, events, workshops, and sponsorships.	Not Available Yet	<ul style="list-style-type: none"> <li>• Team Lingap Generations</li> <li>• Office of the Dean (For Endorsment of the Proposal)</li> <li>• Office of the VPAA (For Approval of the Proposal)</li> <li>• Office of the VPA (For Approval of the Proposal)</li> </ul>	For Budget Hearing and Deliberation
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### Institutional Accreditation and Quality Assurance

<b>Assistance in the Preparation in Accreditation and Quality Assurance</b>	Rationale / Objectives	Team Lingap supports the institution's accreditation and quality assurance processes by assisting in the preparation, compilation, and monitoring of necessary documents Their involvement ensures that institutional programs, outreach initiatives, and student services are well-documented, compliant, and aligned with accreditation standards, fostering a culture of excellence, accountability, and continuous improvement.			
	Expected Outcome/s	With the help and support of Team Lingap, it is expected that by 2027–2028, SBCA shall achieve Level 1 Accreditation Status..			
Time Frame	Progress and Development	Specific Actions Taken	Means of Verification	Focal Persons	Budget
2025 – 2026	Preparation, compilation, and monitoring of documents in line with necessary accreditation requirements.	<ol style="list-style-type: none"> <li>1. Assists in gathering and organizing program and activity reports.</li> <li>2. Monitor completeness and accuracy of documents.</li> <li>3. Support faculty and departments in compiling required evidences.</li> <li>4. Participate in internal audits and documentation review.</li> <li>5. Document best practices for future accreditation cycles.</li> </ol>	Not Available Yet	<ul style="list-style-type: none"> <li>• Team Lingap Generations</li> <li>• Office of the Dean</li> <li>• Office of the VPAA Proposal)</li> <li>• Office of the VPA</li> <li>• Accreditation Committee</li> </ul>	For Budget Hearing and Deliberation
2026 – 2027	Implementation of reviews and coordination with Focal Persons on the Compilation of Evidence and Materials		Not Available Yet	<ul style="list-style-type: none"> <li>• Team Lingap Generations</li> <li>• Office of the Dean</li> <li>• Office of the VPAA Proposal)</li> <li>• Office of the VPA</li> <li>• Accreditation Committee</li> </ul>	For Budget Hearing and Deliberation
2027 - 2028	At least level I Accreditation	Follow-up and Monitoring of ongoing compliance of programs and services.	Not Available Yet	The Accrediting Body	For Budget Hearing and Deliberation

