|  |
| --- |
| **ACTIVIDAD CULTURAL** |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **INFORMACIÓN GENERAL** | | | | | |
| **Nombre de la actividad** | |  | | | |
| **Código de la actividad** | | **Ver instructivo N°1** | | | |
| **Dependencia responsable** | | **Indicar el nombre del programa, departamento académico, grupo de investigación o facultad que organiza la actividad cultural.** | | | |
| **Tipo de actividad** | **Medio de comunicación** | |  | **Semana cultural** |  |
| **Museo universitario** | |  | **Programa guía cultural** |  |
| **Otro** |  | | | |

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **DATOS PERSONALES DEL PROPONENTE** | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| **Nombre del proponente** | | | | | | | |  | | | | | | | | | | | | | | | | | | | | | | |
| **Fecha de nacimiento** | | | | | **dd** | | | | | | | | | | | **Mm** | | | | | | **aaaa** | | | | | | | | |
| **Documento de identificación** | | | | | | | | | **Cédula** | | | | |  | | | **Cedula de extranjería** | | | | | | |  | | | **Pasaporte** | | |  |
| **Número** | | | | ############ | | | | | | | | | | | | | | | | | |
| **Fecha de expedición del documento** | | | | | | | | | | | **dd** | | | | | | | **mm** | | | | | | | | **aaaa** | | | | |
| **Lugar de expedición del documento** | | | | | | | | | | |  | | | | | | | | | | | | | | | | | | | |
| **Celular** |  | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| **Estado civil** | | | **Soltero** | | | |  | | | **Casado** | | | | |  | | | | **Divorciado** | |  | | | | **Viudo** | | |  | | |
| **Dirección** | |  | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| **Correo electrónico** | | | |  | | | | | | | | | | | | | | | | | | | | | | | | | | |
| **Tipo de vinculación con la institución** | | | | | | **Docente de planta** | | | | | |  | | | | | **Docente ocasional** | | |  | | | **Docente catedrático** | | | | | |  | |
| **Código institucional** | | | | | | | | |  | | | | | | | | | | | | | | | | | | | | | |
| **Departamento al que pertenece** | | | | | | | | |  | | | | | | | | | | | | | | | | | | | | | |
| **Facultad a la que pertenece:** | | | | | | | | |  | | | | | | | | | | | | | | | | | | | | | |

**NOTA***: Se deberá designar al proponente, el cual será un docente de planta, que estará coordinado la actividad*

|  |
| --- |
| **DETALLE DE LA ACTIVIDAD** |

|  |  |  |  |
| --- | --- | --- | --- |
| **Nombre de la actividad cultural** | |  | |
| **Objetivos** | | | |
| **Objetivo general** |  | | |
|  | | | |
| **Objetivos específicos** | | |  |
|  | | | |
| **Descripción de la actividad cultural** | | | |
|  | | | |

|  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Población a la cual va dirigido** | | **Estudiantes** | | |  | **Docentes de la UFPS** | | | | |  |
| **Egresados** | | |  | **Administrativos** | | | | |  |
| **Personal externo** | | |  | **otro** | |  | | | |
| **Restricción de participación** | **Cupo mínimo** | |  | **Cupo máximo** | | |  | | **Sin restricción** |  | |

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Lugar de realización prevista** |  | | | | | | | |
| **Fecha de realización prevista** | **DD/MM/AA** | | **HORA** | **AM/PM** | **-** | **DD/MM/AAA** | **HORA** | **AM/PM** | |
| **Duración de la actividad** | | **En horas** | | | | | | |

|  |
| --- |
| **DOCENTES QUE ORIENTAN LA ACTIVIDAD CULTURAL** |

|  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **DATOS DOCENTE** | | | | | | | | | | | | |
| **Nombre del docente** |  | | | | | | | | | | | |
| **Fecha de nacimiento** | **DD** | | | | **MM** | | | | | **AAAA** | | |
| **Documento de identificación** | | **Cedula** | | | | |  | **Pasaporte** | | | |  |
| **Fecha de expedición del documento** | | | **DD** | | | **MM** | | | | | **AAAA** | |
| **Lugar de expedición del documento** | | |  | | | | | | | | | |
| **Celular** |  | | | | | | | | | | | |
| **Estado civil** |  | | | | | | | | | | | |
| **Dirección** |  | | | | | | | | | | | |
| **Correo electrónico** | **Diligenciar correo institucional** | | | | | | | | | | | |
| **Tipo de vinculación con la UFPS** | **Docente de planta** | |  | **Docente ocasional** | |  | | | **Docente catedrático** |  | **\*Externo** |  |
| **Departamento al que pertenece** | |  | | | | | | | | | | |
| **Facultad a la que pertenece:** | |  | | | | | | | | | | |
| **\*Institución a la que pertenece** | | **Para personal externo que orientará la actividad cultural, indicar la institución a la cual pertenece.** | | | | | | | | | | |
| **\*Ubicación de la institución** | | **Para personal externo que orientará la actividad cultural, indicar su ubicación: País y ciudad.** | | | | | | | | | | |

|  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **DATOS DOCENTE** | | | | | | | | | | | | |
| **Nombre del docente** |  | | | | | | | | | | | |
| **Fecha de nacimiento** | **DD** | | | | **MM** | | | | | **AAAA** | | |
| **Documento de identificación** | | **Cédula** | | | | |  | **Pasaporte** | | | |  |
| **Fecha de expedición del documento** | | | **DD** | | | **MM** | | | | | **AAAA** | |
| **Lugar de expedición del documento** | | |  | | | | | | | | | |
| **Celular** |  | | | | | | | | | | | |
| **Estado civil** |  | | | | | | | | | | | |
| **Dirección** |  | | | | | | | | | | | |
| **Correo electrónico** | **Diligenciar correo institucional** | | | | | | | | | | | |
| **Tipo de vinculación con la UFPS** | **Docente de planta** | |  | **Docente ocasional** | |  | | | **Docente catedrático** |  | **\*Externo** |  |
| **Departamento al que pertenece** | |  | | | | | | | | | | |
| **Facultad a la que pertenece:** | |  | | | | | | | | | | |
| **\*Institución a la que pertenece** | | **Para personal externo que orientará la actividad cultural, indicar la institución a la cual pertenece.** | | | | | | | | | | |
| **\*Ubicación de la institución** | | **Para personal externo que orientará la actividad cultural, indicar su ubicación: País y ciudad.** | | | | | | | | | | |
| **DATOS DOCENTE** | | | | | | | | | | | | |
| **Nombre del docente** |  | | | | | | | | | | | |
| **Fecha de nacimiento** | **DD** | | | | **MM** | | | | | **AAAA** | | |
| **Documento de identificación** | | **Cédula** | | | | |  | **Pasaporte** | | | |  |
| **Tarjeta de identidad** | | | | |  | **Cedula de extranjería** | | | |  |
| **Fecha de expedición del documento** | | | **DD** | | | **MM** | | | | | **AAAA** | |
| **Lugar de expedición del documento** | | |  | | | | | | | | | |
| **Celular** |  | | | | | | | | | | | |
| **Estado civil** |  | | | | | | | | | | | |
| **Dirección** |  | | | | | | | | | | | |
| **Correo electrónico** | **Diligenciar correo institucional** | | | | | | | | | | | |
| **Tipo de vinculación con la UFPS** | **Docente de planta** | |  | **Docente ocasional** | |  | | | **Docente catedrático** |  | **\*Externo** |  |
| **Departamento al que pertenece** | |  | | | | | | | | | | |
| **Facultad a la que pertenece:** | |  | | | | | | | | | | |
| **\*Institución a la que pertenece** | | **Para personal externo que orientará la actividad cultural, indicar la institución a la cual pertenece.** | | | | | | | | | | |
| **\*Ubicación de la institución** | | **Para personal externo que orientará la actividad cultural, indicar su ubicación: País y ciudad.** | | | | | | | | | | |

*Nota:**Cuando en las actividades culturales, intervienen más de un (1) docente, se deberá diligenciar la tabla “DATOS DOCENTE” tantas veces como docentes intervengan.*

|  |
| --- |
| **PRESUPUESTO** |

|  |  |
| --- | --- |
| **PRESUPUESTO GENERAL** | |
| DESCRIPCIÓN | TOTAL |
| Equipos y herramientas |  |
| Materiales e insumos |  |
| Personal académico |  |
| Infraestructura |  |
| **TOTAL** |  |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **EQUIPOS Y HERRAMIENTAS** | | | | |
| **Equipo** | **Descripción** | **Valor unitario** | **Cantidad** | **Total** |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **MATERIALES E INSUMOS** | | | | |
| **Material** | **Descripción** | **Valor unitario** | **Cantidad** | **Total** |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |

|  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **PERSONAL ACADEMICO** | | | | | | | | | | | | |
| **PERSONAL UFPS** | | | | | | | | | | | | |
| **Docente** | **C.C** | **Tipo de Vinculación** | **Función** | **Dedicación (Horas/Semana)** | **Tiempo de participación** | **Dedicación (horas totales)** | **Valor hora** | **Valor total** | **Financiación** | | | |
| **UFPS** | | **Empresa** | |
| **Especie** | **Desembolso** | **Especie** | **Desembolso** |
|  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **PERSONAL EXTERNO** | | | | | | | | | | | | | | |
| **Docente** | **C.C** | **Institución** | **Tipo de Vinculación** | **Función** | **Dedicación (Horas/Semana)** | **Tiempo de participación** | **Dedicación (horas totales)** | **Valor hora** | **Valor total** | **Financiación** | | | |
| **UFPS** | | **Empresa** | |
| **Especie** | **Desembolso** | **Especie** | **Desembolso** |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **INFRAESTRUCTURA** | | | | | | | | |
| **Lugar** | **Descripción** | **Valor préstamo/Hora** | **Cantidad en horas** | **Total** | **Financiación** | | | |
| **UFPS** | | **Empresa** | |
| **Especie** | **Desembolso** | **Especie** | **Desembolso** |
|  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |

Nota: Tener en cuenta las tarifas de la UFPS para préstamos de aulas, salas y auditorios

|  |
| --- |
| **APROBACIÓN** |

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  |  | |  |  |  |  | |  |
| Firma del proponente | | | | Firma del Director del programa o Departamento académico | | | |
| Nombre: | |  | | Nombre: | |  | |
| Cargo: | |  | | Cargo: | |  | |
| Código | |  | | Código | |  | |
| Fecha de presentación | |  | | Fecha de aval | |  | |

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  |  | |  |  |  |  | |  |
| Firma de la Facultad | | | | Firma de la VAIE | | | |
| Nombre: | |  | | Nombre: | |  | |
| Cargo: | |  | | Cargo: | |  | |
| Código | |  | | Código | |  | |
| Fecha de aval | |  | | Fecha de aval | |  | |

Nota*: Para radicar la propuesta ante la VAIE, se deberá anexar a esta propuesta las cartas de aval por parte de la unidad académica (Programa o Departamento) y de la Facultad correspondiente.*

|  |
| --- |
| **OBSERVACIONES** |

|  |
| --- |
|  |
|  |
|  |
|  |
|  |
|  |
|  |
|  |