



June 21, 2022

**Dr. Edgardo E. Tulin**  
President  
Visayas State University

Thru: **Dr. Maria Juliet C. Ceniza**  
VP for Research, Extension and Innovation

Dear **Dr. Tulin**:

Good day!

I am writing to request additional funding for the VSU-IP project entitled: ***"Bioactivity and molecular characterization of lead compounds from candidate antidiabetic indigenous plants (VSU-IP-2021-6)"***. The approved project duration was from April 2021 to March 2023 (two years), however, the Line Item Budget (LIB) that was submitted was only for 18 months. The delayed delivery of supplies affected the project timeline and resulted in insufficient funding.

As of May 31, 2022, the project has a total remaining balance of PhP 117,630.75, which is not enough for the salaries of our research personnel and emergency supplies. In this regard, we would like to ask for additional funding amounting to PhP 314,869.25 to cover financial obligations until December 2022. The project work plan and breakdown of the budgetary requirements are attached.

Thank you very much and hoping for your favorable response.

Respectfully yours,

  
**JO JANE D. ATOK**  
Study Leader

Noted:

  
**MA. THERESA P. LORETO**  
Director, ARI Center

Recommending Approval:

**MARIA JULIET C. CENIZA**  
VP for Research, Extension and Innovation

Availability of funds:

**LOUELLA C. AMPAC**  
Director of Finance

Approved:

**EDGARDO E. TULIN**  
VSU President

Approved Project Duration:

April 2021 to March 2023

Total Approved Budget:

PHP 2,735,230.00

Total Budget Request: PHP 314,869.25

## LINE ITEM BUDGET

Particulars	Total Approved Budget	1st Realignment	Total After Realignment	2nd Realignment	Total After Realignment	Total Obligations	Total Earmark	Total Balance	Budgetary Requirement July 2022 to December 2022	Total Budget Request
	A	B	C	D	D	F	G	H = D - (F+G)	I	J = H+I
<b>I. Maintenance and Other Operating Expenses</b>										
Travel (Local and International)	60,000.00	(60,000.00)	-	-	-	-	-	-	-	-
Supplies and Materials										
Laboratory Supplies	1,500,000.00	225,030.00	1,725,030.00		1,725,030.00	1,541,073.70	403,685.55		20,000.00	
Office	70,000.00	20,000.00	90,000.00		90,000.00					
Communication	5,000.00	5,000.00	10,000.00		10,000.00					
Representation	30,000.00	(30,000.00)	-		-					
Other Professional Expenses										
ISRA @ 22,515.00/mo-18months	405,270.00		405,270.00		405,270.00	270,180.00			135,090.00	
1 SRAide @ 14, 720.00/mo.	264,960.00	(264,960.00)	-		-					
1 SRA @ 22,515.00/mo -18months		405,270.00	405,270.00		405,270.00	270,180.00			135,090.00	
1 SAide @ 14, 720.00/mo -6months				88,320.00	88,320.00	132,480.00			88,320.00	
Other professional services (LN2)										
Storage at PCC 4,500.00/mo.)	400,000.00	(300,340.00)	99,660.00	(88,320.00)	11,340.00				54,000.00	
<b>TOTAL</b>	<b>2,735,230.00</b>	<b>-</b>	<b>2,735,230.00</b>		<b>2,735,230.00</b>	<b>2,213,913.70</b>	<b>403,685.55</b>	<b>117,630.75</b>	<b>432,500.00</b>	<b>314,869.25</b>

Prepared by:

JO JANE D. ATOK  
Study Leader