



January 20, 2022

EDGARDO E. TULIN

President

Visayas State University

Baybay City, Leyte

Dear *Dr. Tulin*;

Please allow us to realign Php 25,000.00 (5%) of our budget for laboratory supplies to fuel, oil and lubricants of the project entitled "Propagation of Quality Planting Materials of Baybay Tall (BAYT) and selected Dwarf and Hybrid Coconut Varieties through Coconut Somatic Embryogenesis Technology (20201050-1.96)" under the PCAARRD funded project. Our approved budget for fuel, oil and lubricants was insufficient due to unforeseen electricity problem brought about by typhoon Odette in which the laboratory used the fuel for our generator to sustain the laboratory needs of electricity.

As Approved in VSU Amended Proposal	Total Approved Budget	Proposed Budget Realignment		Total Cost	Justification
		From	To		
I. Personal Services					
Salaries					
2 Project Asst. I (21,901.20/mo.)	525,628.80			525,628.80	
1 Lab. Tech. II (21,901.20/mo.)	262,814.40			262,814.40	
1 Laborer (14,440.80/mo.)	173,289.60			173,289.60	
Honoraria					
1 Project Leader (8,800.00/mo.)	105,600.00			105,600.00	
1 Project Staff (7,500.00/mo.)	90,000.00			90,000.00	
Total PS	1,157,332.80			1,157,332.80	
II. MOOE					
A. Direct Cost					
Travel (Local)	20,000.00			20,000.00	
Supplies and materials					
Office supplies	5,000.00			5,000.00	
Laboratory supplies	500,000.00	25,00.00		500,000.00	
Agricultural supplies	15,000.00			15,000.00	
Fuel, oil and lubricants	7,500.00		25,000.00	7,500.00	Insuficient budget
Repair and maintenance	20,000.00			20,000.00	
Communication	3,000.00			3,000.00	
Prof. services (service contract)	7,214.00			7,214.00	
Representation Expences	7,000.00			7,000.00	
B. Indirect Cost					
Supplies and Materials	65,326.60			65,326.60	
Utilities/Maintenance Expences	65,326.60			65,326.60	
Total MOOE	715,367.20			715,367.20	
Grand Total	1,872,700.00	25,00.00	25,000.00	1,872,700.00	