



VISAYAS
STATE UNIVERSITY

ECO-FARM AND RESOURCE MANAGEMENT INSTITUTE

January 8, 2025

DR. GLENN G. PAJARES

Vice President for Planning and Development
Visayas State University
Visca, Baybay City, Leyte

THRU: MS. CRISLIN C. CRUZ

Director, Business and Resource Generation
Visayas State University
Visca, Baybay City Leyte

Dear **Dr. Pajares**:

Warm greetings from the Eco-Farm and Resource Management Institute (Eco-FARMI)!

This letter is in connection to our available rice field with approximately $\frac{3}{4}$ hectare located at the Demonstration farm, on the left side going to Molave Hill. Rice field cultivation needs a high amount of money to acquire inputs for better yield. However, presently, our institute has financial limitations in supporting the operating and maintenance costs, and the procurement process of the inputs needed in the production.

As part of our efforts and commitment to manage and make the best use of the Institute's resources, we are exploring ways to ensure this area generates income and remains productive. Thus, we are proposing to look for interested individuals or groups to cultivate the rice field with a 25/75 sharing system where the institute will receive the 25% share from the gross of rice produced, while 75% goes to the cultivators. All the inputs required in the rice production will be provided by the cultivators. The basis of this sharing system is through canvassing to neighboring barangays and inquiries. This proposal is subject to the approval of the Income-Generating Project Working Committee.

This arrangement is temporary and once the institute is capable of cultivating the said rice field provided with all inputs, the institute will do the cultivation. In addition, the institute will include the needed rice production inputs in the call of early procurement activity (EPA) every year to have these inputs at hand before cultivation.

We look forward to your positive response to this proposal.

Thank you very much.



**ECO-FARM AND RESOURCE MANAGEMENT
INSTITUTE**

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