



June 10, 2022

JUAN D. ALBALADEJO, Ph.D.
Regional Director
BFAR VIII
Tacloban City, Leyte

Dear **Director Albaladejo**,


The project on "*Participatory Resource and Socio-Economic Assessment (PRSA) of Coastal Areas from Silago to Cabalian Bay, Southern Leyte*" under the **FishCORAL Project 20201050.10.108** of BFAR VIII was completed last September 30, 2019 and had submitted the terminal report.

Based on the MOA between VSU and BFAR VIII, budget will be released in tranches upon submission of reports. However, budget releases were delayed, thus extending the duration of the project. So far, VSU had submitted the terminal report last May 2020 and the 10% budget for submission of terminal report was just released last December 2021 from your office. The last extension request for the project was from June 30, 2019 to September 30, 2019. Since it had lapsed already, we cannot utilize the current budget deposited at VSU unless a new approved extension letter from your office will be submitted.

In this connection, we humbly request for an extension letter of the project from **January 1, to December 31, 2022** to be able to utilize the budget for the repair and replacement of equipment, supplies and materials used during the conduct of the project. Also, these will be used the salary of Science Research Assistant in finalizing of the terminal report and facilitate the repair and replacement of the equipment, supplies and materials used.

We hope for your approval on this request. Thank you very much.

Sincerely yours,


HUMBERTO R. MONTES, JR., Ph.D.
Project Leader
PRSA from Silago to Cabalian Bay-FishCORAL
VSU, Baybay City, Leyte

Endorsed:


ELIZA D. ESPINOSA, Ph.D.
Director, ITEEM

MARIA JULIET C. CENIZA, Ph.D
Vice President for Research, Extension & Innovation

Approved:

EDGARDO E. TULIN, Ph. D
University President