

TECHNOLOGY TRANSFER AND PROMOTION DIVISION

February 22, 2022

**DR. REYNALDO V. EBORA**

Executive Director  
PCAARRD  
Los Baños, Laguna

Dear **Dr. Ebora**:

This has reference to the project titled, "**DOST-PCAARRD-VSU Agri-Aqua Technology Business Incubator Phase 2**" under the leadership of **Engr. Alan B. Loreto** of the **Visayas State University (VSU)**.

We would like to inform you that the abovementioned project was presented and approved for Year 2 renewal during the 4<sup>th</sup> Regular Directors' Council (DC) Meeting on February 15, 2022 and that all the comments raised during the said meetings were satisfactorily addressed by the proponent.

In this regard, we would like to request for the implementation and funding of the said project with a total annual budget amounting to **Two Million Four Hundred Seventy-Five Thousand Pesos (Php 2,475,000.00)** for **Year 2 (April 1, 2022 – March 31, 2023)** to be charged against the CY 2022 PCAARRD-GIA funds.


Should this favor your consideration, enclosed for your signature are the line-item budget of the project and notice of approval for VSU. We have also attached the project's latest technical and financial report including the minutes and action sheets of the DC meeting, for your reference.

Thank you.

Very truly yours,

  
**NOEL A. CATIBOG**  
Director

Budget Clearance:

  
**SUSAN L. GARCIA**  
Officer-in-Charge, FAD-Budget Section  
*EM 2022-02 -132 pl*

Certified Funds Available:

  
**ABEGAIL GRACE M. MARALIT**  
Accountant III, FAD-Accounting Section

Recommending Approval:

  
**FELICIANO G. CALORA, JR., PhD**  
Deputy Executive Director for R&D

Approval:

  
**REYNALDO V. EBORA, PhD**  
Executive Director



**DOST-PCAARRD**

Department of Science and Technology

**PHILIPPINE COUNCIL FOR AGRICULTURE, AQUATIC AND NATURAL RESOURCES  
RESEARCH AND DEVELOPMENT**

ISO 9001:2015

**OFFICE OF THE EXECUTIVE DIRECTOR**

March 1, 2022

**DR. EDGARDO E. TULIN**

President

Visayas State University (VSU)

Baybay City, Leyte

Attention: **Engr. Alan B. Loreto**  
Project Leader

Dear **President Tulin**:

We are pleased to inform you that the PCAARRD Directors' Council during its meeting on February 15, 2022 approved the request of the Visayas State University for the Year 2 implementation and funding, including the use of Year 1 unexpended balance of the project titled, "**DOST-PCAARRD-VSU Agri-Aqua Technology Business Incubator Phase 2**" under the leadership of **Engr. Alan B. Loreto**.

The abovementioned project will be implemented by VSU for Year 2 (**April 1, 2022 – March 31, 2023**) and funded by PCAARRD with a total annual budget amounting to **Two Million Four Hundred Seventy-Five Thousand Pesos (Php 2,475,000.00)**.

For your reference, we have attached the approved Year 2 line-item budget of the project.

Thank you.

Very truly yours,

  
**FELICIANO G. CALORA, JR., PhD**  
Deputy Executive Director for R&D

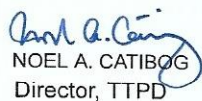


Republic of the Philippines  
Department of Science and Technology  
Philippine Council for Agriculture, Aquatic, and Natural Resources Research and Development  
**LINE ITEM BUDGET**  
Year 2 of 2 - CY 2022

**Project Title: DOST-PCAARRD-VSU Agri-Aqua Technology Business Incubator Phase 2**  
Total Duration: Originally Approved: January 01, 2021 - December 31, 2022 (2 Year/s)  
New Implementation Dates: April 01, 2021 - March 31, 2023 (2 Year/s)  
Current Duration: April 01, 2022 - March 31, 2023 (Year 2 of 2)  
Implementing Agency: Visayas State University  
Project Leader: Alan B. Loreto

PARTICULARS		Y2 APPROVED
<b>I. Personal Services (PS)</b>		
Direct Cost		
Salaries		
1	Utility Worker I	
		180,240.00
1	Project Development Assistant	273,576.00
1	Science Research Assistant	293,784.00
1	Science Research Specialist I	429,096.00
Honorarium		
1	Project Leader	
2	Project Staff Level 3	105,600.00
	<b>Total Direct Cost PS</b>	<b>180,000.00</b>
Indirect Cost		<b>1,462,296.00</b>
<b>Total Indirect Cost PS</b>		
		-
<b>TOTAL PS</b>		<b>1,462,296.00</b>
<b>II. Maintenance and other Operating Expenses (MOOE)</b>		
Direct Cost		
Travelling Expenses   Local		
		100,000.00
Communications Expenses		
		80,400.00
Supplies and Materials		
		220,000.00
Training and Scholarship Expenses		
		180,000.00
Rent Expenses		
		20,000.00
Representation Expenses		
		60,000.00
Subscription Expenses		
		10,800.00
Professional Services		
		100,000.00
Other Maintenance and Operating Expenses		
		55,879.00
	<b>Total Direct Cost MOOE</b>	<b>827,079.00</b>
Indirect Cost		
Supplies and Materials		
		77,625.00
Utilities		
		66,000.00
Printing and Binding Expenses		
		42,000.00
	<b>Total Indirect Cost MOOE</b>	<b>185,625.00</b>
<b>TOTAL MOOE</b>		<b>1,012,704.00</b>
<b>III. Equipment Outlay (EO)</b>		
Direct Cost		
	<b>Total Direct Cost EO</b>	
Indirect Cost		
	<b>Total Indirect Cost EO</b>	
<b>TOTAL EO</b>		
<b>GRAND TOTAL</b>		<b>2,475,000.00</b>


Endorsed By:

  
NOEL A. CATIBOG  
Director, TTPD

Certified Funds Available:

  
ABEGAIL GRACE M. MARALIT  
Accountant III

Approved By:

  
REYNALDO V. EBORA  
Executive Director



Republic of the Philippines  
Department of Science and Technology  
Philippine Council for Agriculture, Aquatic, and Natural Resources Research and Development  
**LINE ITEM BUDGET**  
Year 2 of 2 - CY 2022

**Project Title:** DOST-PCAARRD-VSU Agri-Aqua Technology Business Incubator Phase 2  
**Total Duration:** Originally Approved: January 01, 2021 - December 31, 2022 (2 Year/s)  
New Implementation Dates: April 01, 2021 - March 31, 2023 (2 Year/s)  
**Current Duration:** April 01, 2022 - March 31, 2023 (Year 2 of 2)  
**Implementing Agency:** Visayas State University  
**Project Leader:** Alan B. Loreto

PARTICULARS		YEAR 1	YEAR 2					GRAND TOTAL APPROVED
			Q1	Q2	Q3	Q4	Y2 APPROVED	
I. Personal Services (PS)								
Direct Cost								
Salaries								
1	Project Development Assistant	252,072.00	-	-	-	-	-	252,072.00
1	Project Development Assistant	-	68,394.00	68,394.00	68,394.00	68,394.00	273,576.00	273,576.00
1	Science Research Assistant	270,187.20	-	-	-	-	-	270,187.20
1	Science Research Assistant	-	73,446.00	73,446.00	73,446.00	73,446.00	293,784.00	293,784.00
1	Science Research Specialist I	385,257.60	-	-	-	-	-	385,257.60
1	Science Research Specialist I	-	107,274.00	107,274.00	107,274.00	107,274.00	429,096.00	429,096.00
1	Utility Worker I	166,334.40	-	-	-	-	-	166,334.40
1	Utility Worker I	-	45,060.00	45,060.00	45,060.00	45,060.00	180,240.00	180,240.00
Honorarium								
1	Project Leader	105,600.00	-	-	-	-	-	105,600.00
1	Project Leader	-	26,400.00	26,400.00	26,400.00	26,400.00	105,600.00	105,600.00
2	Project Staff Level 3	180,000.00	-	-	-	-	-	180,000.00
2	Project Staff Level 3	-	45,000.00	45,000.00	45,000.00	45,000.00	180,000.00	180,000.00
Total Direct Cost PS		1,359,451.20	365,574.00	365,574.00	365,574.00	365,574.00	1,462,296.00	2,821,747.20
Indirect Cost								
Total Indirect Cost PS		-	-	-	-	-	-	-
TOTAL PS		1,359,451.20	365,574.00	365,574.00	365,574.00	365,574.00	1,462,296.00	2,821,747.20
II. Maintenance and other Operating Expenses (MOOE)								
Direct Cost								
Communications Expenses		80,400.00	20,100.00	20,100.00	20,100.00	20,100.00	80,400.00	160,800.00
Other Maintenance and Operating Expenses		58,723.80	14,680.95	14,680.95	14,680.95	11,836.15	55,879.00	114,602.80
Professional Services		180,000.00	30,000.00	30,000.00	25,000.00	15,000.00	100,000.00	280,000.00
Rent Expenses		20,000.00	5,000.00	5,000.00	5,000.00	5,000.00	20,000.00	40,000.00
Representation Expenses		60,000.00	15,000.00	15,000.00	15,000.00	15,000.00	60,000.00	120,000.00
Subscription Expenses		10,800.00	2,700.00	2,700.00	2,700.00	2,700.00	10,800.00	21,600.00
Supplies and Materials		220,000.00	54,999.00	54,999.00	54,999.00	55,003.00	220,000.00	440,000.00
Training and Scholarship Expenses		180,000.00	45,000.00	45,000.00	45,000.00	45,000.00	180,000.00	360,000.00
Travelling Expenses   Local		120,000.00	20,000.00	20,000.00	30,000.00	30,000.00	100,000.00	220,000.00
Total Direct Cost MOOE		929,923.80	207,479.95	207,479.95	212,479.95	199,639.15	827,079.00	1,757,002.80
Indirect Cost								
Printing and Binding Expenses		42,000.00	10,500.00	10,500.00	10,500.00	10,500.00	42,000.00	84,000.00
Supplies and Materials		77,625.00	19,406.25	19,406.25	19,406.25	19,406.25	77,625.00	155,250.00
Utilities		66,000.00	16,500.00	16,500.00	16,500.00	16,500.00	66,000.00	132,000.00
Total Indirect Cost MOOE		185,625.00	46,406.25	46,406.25	46,406.25	46,406.25	185,625.00	371,250.00
TOTAL MOOE		1,115,548.80	253,886.20	253,886.20	258,886.20	246,045.40	1,012,704.00	2,128,252.80
III. Equipment Outlay (EO)								
Direct Cost								
Total Direct Cost EO		-	-	-	-	-	-	-
Indirect Cost								
Total Indirect Cost EO		-	-	-	-	-	-	-
TOTAL EO		-	-	-	-	-	-	-
GRAND TOTAL		2,475,000.00	619,460.20	619,460.20	624,460.20	611,619.40	2,475,000.00	4,950,000.00

Prepared By:

Mary Ranzelle A. Pasang  
Science Research Specialist I