



March 25, 2024

Dr. Romel B. Armecin

Project Leader

NARC

Visayas State University

Visca, Baybay City, Leyte

Dear Dr. Armecin:

Herewith is the approved CY 2024 budget appropriation for your project entitled **"Standardization, Reformulation, and Utilization of Bio fertilizers"** with project code: **EFS 21418-1** in the total amount of **P 164,382.40** charged to the VSU General Appropriation Act (GAA) with the following breakdown:

MOOE CY 2024	
Supplies and Materials	40,000.00
Travel	30,000.00
General Services	94,382.40
TOTAL	164,382.40

In observance to the University's research monitoring and evaluation protocols, the following reminders are hereby provided for the researcher (s) to follow:

1. Submission of quarterly research progress reports of the study to the project leader.
2. Submit to the project leader every 1st week of July of every year the midyear research progress reports of the study.
3. Submit every 1st week of January of the succeeding year the annual research progress reports of the study to the project leader.
4. Submit the research highlights or papers of the study for presentation in coordination with the project leader during the Research In-house Review and Evaluation.
5. Present a paper in the regional/ national R&D Symposia/fora (*as scheduled by Consortium/National agency concerned with prescribed standard format*).
6. Submit to the project leader your terminal report three (3) months after completion of research study.
7. Publish articles of significant research findings in indexed / peer-reviewed journals.

Thank you for your continued support and cooperation with the VSU's R & D Program.

RESEARCH OFFICE

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