



March 25, 2024

Mr. Michael Carlo Villas

Project Leader
DLABS
Visayas State University
Visca, Baybay City, Leyte

Dear **Mr. Villas:**

Herewith is the approved CY 2024 budget appropriation for your project entitled **“Variants of Waray and Cebuano Languages in Selected Towns on Leyte Island”** with project code **GAA.CAS.23-24.06** with the total amount of **P 114,727.80** charged to the General Appropriation Act (GAA) with the following breakdown:

CY 2024		
General Services/ Wages <i>*(1 SRA 17 days/month for 6 mos.)</i>	Php	88,729.80
Supplies & Materials		10,998.00
Travel		15,000.00
TOTAL		114,727.80

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 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.