



February 21, 2022

**Dr. Dilberto O. Ferraren**

Project Leader

PRCRTC

Visca, Baybay City, Leyte

Dear **Dr. Ferraren**:

Herewith is the approved CY 2022 budget appropriation for your project entitled "**Gabi, Takudo, Sincamas Assessment and Genetic Resource Conservation and Utilization**" with project code: **PRCRTC 077** in the total amount of **Php 246,379.20** charged to the VSU General Appropriation Act (GAA) with the following breakdown:

| MOOE CY 2022           |                   |
|------------------------|-------------------|
| Traveling Expenses     | Php 8,000.00      |
| Supplies and Materials | 79,000.00         |
| General Services       | 159,379.20        |
| <b>TOTAL (Php)</b>     | <b>246,379.20</b> |

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 (**Attachment 1**).
2. Submit to the project leader every 1<sup>st</sup> week of July of every year the midyear research progress reports of the study (**Attachment 2**).
3. Submit every 1<sup>st</sup> week of January of the succeeding year the annual research progress reports of the study to the project leader (**Attachment 3**).
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 (**Attachment 4**).
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 (**Attachment 5**).
7. Publish articles of significant research findings in indexed / peer reviewed journals.