

Republic of the Philippines
DEPARTMENT OF SCIENCE AND TECHNOLOGY
 Office of the Undersecretary for Research and Development

25 June 2015

ASST. SECRETARY RAYMUND E. LIBORO

Officer-in-Charge
 Science and Technology Information Institute
 DOST Complex, General Santos Avenue
 Bicutan, Taguig City

Dear *Asst. Secretary Liboro*:

This refers to the PCAARRD-endorsed request of STII for financial assistance of the program, "**BECOMING A SCIENCE NATION: DEMONSTRATING RESULTS**", which was approved by the DOST-EXECOM on June 19, 2015.

With submission of the revised line-item budget on June 23, 2015, we are now officially approving the Program with financial grant in the amount of **SIX MILLION PESOS (P6,000,000.00)** to cover the period July 1 – December 31, 2015 and broken down as follows:

Project Title	Amount (PhP)
Information, Education and Communication Campaign	4,845,462.00
Information and Communication Technology Intervention	1,154,538.00
Total	6,000,000.00

The financial assistance is subject to the conditions stipulated in the attached Memorandum of Instruction (MOI). Please confirm acceptance of the conditions by returning the said MOI duly signed on all pages in order to facilitate the release of project funds. Attached for your reference is the approved line-item budget (LIB) of the project.

Moreover, may we inform you of the following DOST-EXECOM instructions?

- Release of the project's remaining budgetary requirement is subject to availability of funds and results of the earlier activities conducted;
- Deploy the DOST Strategic Communication Plan and DOST Corporate Identity Manual in the regions;
- Ensure that all DOST outcomes are carried and promoted during Science Nation activities; and
- Come up with a criteria in choosing the "science ambassador/s" for each region.

Thank you.

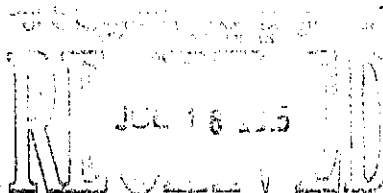
Very truly yours,

Aguevara
AMELIA P. GUEVARA
 Undersecretary for R&D

Payment of honoraria not to serve as precedent

gff

C: *Dr. Reynaldo V. Ebor*
 Acting Executive Director, PCAARRD



BY: *[Signature]*

SPD-15-00424 H

DEPARTMENT OF SCIENCE AND TECHNOLOGY

Project Line-Item Budget
CY 2015

Period Covered : July 1 - December 31, 2015
 Program Title : **BECOMING A SCIENCE NATION: DEMONSTRATING RESULTS**
 Project Title : **Project 1. Information, Education and Communication (IEC) Campaign**
 Implementing Agency : STII
 Program Leader : Dr. Aristotle Carandang
 Monitoring Agency : PCAARRD

COUNTERPART FUNDING

		STII	DOST
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I. PERSONAL SERVICES (PS)

Direct Cost

Salaries	P	364,755.00	P	---
1 Information Officer II @ P29,864/mo. x 6 mos.				179,184.00
1 Information Officer I @ P22,259/mo. x 6 mos.				133,554.00
1 Clerk III @ P15,505/mo. x 6 mos.				93,030.00
Honoraria				
1 Project Leader @ P8,800/mo. x 6 mos.		----		52,800.00
1 Project Staff (L3) @ P7,500/mo. x 6 mos.		----		45,000.00
1 Project Staff (L2) @ P6,000/mo. x 6 mos.		----		36,000.00
3 Project Staff (L1) @ P4,800/mo. x 6 mos.		----		86,400.00

Indirect Cost

STII:

1 Project Support Staff (L2) @ P1,500/qtr. x 2 qtrs.		----		3,000.00
1 Project Support Staff (L1) @ P1,000/qtr. x 2 qtrs.		----		2,000.00

PCAARRD:

1 Project Coordinator @ P4,400/qtr. x 2 qtrs.		----		8,800.00
2 Project Support Staff (L2) @ P1,500/qtr. x 2 qtrs.		----		6,000.00

TOTAL PS

P	364,755.00	P	645,768.00
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II. MAINTENANCE AND OTHER OPERATING EXPENSES (MOOE)

Direct Cost

Traveling Expenses (local)	P	400,000.00	P	859,694.00
Supplies and Materials:				
1. Office Supplies		50,000.00		100,000.00
2. Gasoline, Oil and Lubricant		50,000.00		50,000.00
3. Other Supplies (tokens and training materials)		100,000.00		150,000.00
Communication Expenses (postage and delivery, landline, internet, cellcard/prepaid cards, etc.)		----		50,000.00
Printing and Binding Expenses		----		80,000.00
Representation Expenses (food for mtgs., training, workshops, and other events of the project)		200,000.00		1,900,000.00
Rent Expenses				
1. IEC Equipment		----		130,000.00
2. Vehicle		----		100,000.00
3. Facility (inclusive of utilities)		----		30,000.00
Professional Services (editors, writers, photography, layouting, etc.)		----		350,000.00

Indirect Cost

STII:

Supplies and Materials		----		10,000.00
Utilities		----		50,000.00

Subtotal for MOOE

P	800,000.00	P	3,859,694.00
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DEPARTMENT OF SCIENCE AND TECHNOLOGY

Project Line-Item Budget

CY 2015

Period Covered : July 1 - December 31, 2015
 Program Title : **BECOMING A SCIENCE NATION: DEMONSTRATING RESULTS**
 Project Title : **Project 1. Information, Education and Communication (IEC) Campaign**
 Implementing Agency : STII
 Program Leader : Dr. Aristotle Carandang
 Monitoring Agency : PCAARRD

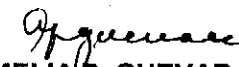
		<u>COUNTERPART FUNDING</u>	
		<u>STII</u>	<u>DOST</u>
PCAARRD:			
Traveling Expenses (local)	P	----	P 4,000.00
Supplies and Materials		----	10,000.00
Communication Expenses		----	5,000.00
Representation Expenses		----	3,000.00
Professional Services (2 S&T consultants @ P3,000/consultation			
x 3 consultations)		----	18,000.00
<i>Subtotal for MOOE</i>	P	----	P 40,000.00
TOTAL MOOE	P	800,000.00	P 3,899,694.00
III. EQUIPMENT OUTLAY			
4 units Laptop	P	----	P 160,000.00
2 units Desktop Computer		----	70,000.00
1 unit Portable Projector		----	30,000.00
1 unit Editing Table		----	40,000.00
TOTAL EO	P	----	P 300,000.00
GRAND TOTAL	P	1,164,755.00	P 4,845,462.00 *

	<u>STII</u>		<u>PCAARRD</u>		<u>TOTAL</u>
*Chargeable against the CY 2015 DOST-GIA A.IIIb.1(d)	P 4,790,662.00	P	54,800.00	P	4,845,462.00

Certified Correct:

Approved for EXECOM:


MARIDON Q. SAHAGUN
 Chief, Special Projects Division


AMELIA P. GUEVARA
 Undersecretary for R&D

DEPARTMENT OF SCIENCE AND TECHNOLOGY

Project Line-Item Budget

CY 2015

Period Covered : July 1 - December 31, 2015
 Program Title : **BECOMING A SCIENCE NATION: DEMONSTRATING RESULTS**
 Project Title : **Project 2. Information and Communication Intervention**
 Implementing Agency : STII
 Program Leader : Mr. Alfonso B. Narquita
 Monitoring Agency : PCAARRD


		<u>COUNTERPART FUNDING</u>	
		<u>STII</u>	<u>DOST</u>
I. PERSONAL SERVICES (PS)			
Direct Cost			
Salaries	P 214,000.00	P	----
1 Computer Programmer II @ P29,864/mo. x 6 mos.			179,184.00
1 Computer Programmer I @ P22,259/mo. x 6 mos.			133,554.00
Honoraria			
1 Project Leader @ P8,800/mo. x 6 mos.	----		52,800.00
1 Project Staff (L3) @ P7,500/mo. x 6 mos.	----		45,000.00
Indirect Cost			
STII:			
1 Project Support Staff (L2) @ P1,500/qtr. x 2 qtrs.	----		3,000.00
1 Project Support Staff (L1) @ P1,000/qtr. x 2 qtrs.	----		2,000.00
PCAARRD:			
3 Project Support Staff (L2) @ P1,500/qtr. x 2 qtrs.	----		9,000.00
TOTAL PS	P 214,000.00	P	424,538.00
II. MAINTENANCE AND OTHER OPERATING EXPENSES (MOOE)			
Direct Cost			
Traveling Expenses (local)	P 50,000.00	P	50,000.00
Supplies and Materials (office and IT supplies)	100,000.00		100,000.00
Communication Expenses (postage and delivery, landline, internet, cellcard/prepaid cards, etc.)	----		50,000.00
Representation Expenses	10,000.00		50,000.00
Indirect Cost			
STII:			
Utilities	----		50,000.00
TOTAL MOOE	P 160,000.00	P	300,000.00
III. EQUIPMENT OUTLAY			
2 units Desktop Computer/Laptop	----		80,000.00
1 unit Rack Server	----		250,000.00
1 unit Camera with Tripod (for live streaming)	----		100,000.00
TOTAL EO	P	P	430,000.00
GRAND TOTAL	P 374,000.00	P	1,154,538.00 *

	<u>STII</u>		<u>PCAARRD</u>		<u>TOTAL</u>
*Chargeable against the CY 2015 DOST-GIA A.IIIb.1(d)	P 1,145,538.00	P	9,000.00	P	1,154,538.00

Certified Correct:

Approved for EXECOM:


MARIDON O. SAHAGUN
 Chief, Special Projects Division


AMELIA P. GUEVARA
 Undersecretary for R&D

Republic of the Philippines
DEPARTMENT OF SCIENCE AND TECHNOLOGY
Gen. Santos Ave., Bicutan, Taguig, City

MEMORANDUM OF INSTRUCTION

Program Title: **BECOMING A SCIENCE NATION: DEMONSTRATIVE RESULTS**

Project Title: **Project 1.** Information, Education and Communication Campaign

Project 2. Information and Communications Technology Intervention

KNOWN ALL MEN BY THESE PRESENTS:

This MEMORANDUM OF AGREEMENT is made and entered into by and between:

The **DEPARTMENT OF SCIENCE AND TECHNOLOGY** hereinafter referred to as "**DOST**", a government entity duly existing and created under the laws of the Philippines with principal office address at General Santos, Avenue, Bicutan, Taguig City, Philippines, represented herein by its Undersecretary for R&D, **AMELIA P. GUEVARA**;

The **SCIENCE AND TECHNOLOGY INFORMATION INSTITUTE** hereinafter referred to as "**STII**", a government entity and an attached agency of DOST, duly existing and created under the laws of the Philippines with principal office address at DOST Complex, General Santos Avenue, Bicutan, Taguig City, Philippines, represented herein by Assistant Secretary **RAYMUND E. LIBORO**, for the implementation of the above-cited project;


-and-


The **PHILIPPINE COUNCIL FOR AGRICULTURE, AQUATIC AND NATURAL RESOURCES RESEARCH AND DEVELOPMENT** hereinafter referred to as "**PCAARRD**", a government entity and an attached agency of DOST, duly existing and created under the laws of the Philippines with principal office address at Los Baños, Laguna, Philippines, represented herein by its Acting Executive Director, **REYNALDO V. EBORA**, for the monitoring of the above-cited project


WITNESSETH:

WHEREAS, the above-mentioned project was approved by the DOST-EXECOM on June 19, 2015;

NOW THEREFORE, for and in consideration of the foregoing premises, the **PARTIES** hereby agree to the following terms and conditions:


REYNALDO V. EBORA
Acting Executive Director


RAYMUND E. LIBORO
Assistant Secretary


AMELIA P. GUEVARA
Undersecretary for R&D

I. OBJECTIVES OF THE PROGRAM

The Program aims to address the gap in what is supposed to be seamless delivery/ demonstration of results to inclusive growth in a holistic approach; frame the DOST as a vehicle to drive towards socio-economic development; and highlight the Department's contribution to the present administration's inclusive growth agenda by way of its component projects. The objectives of the projects are as follows:


- Project 1.**
1. Enhance public awareness of the DOST's programs as a driving force toward inclusive growth and global competitiveness via the identified IEC tools including production of materials and collaterals for the program and repositioning the National Science and Technology Week (NSTW) as anchor activity for Science Nation program and at the same time to serve as springboard for other confluent STI activities in support of the overall STI agenda of the Department;
 2. Help stakeholders understand through various media the role of DOST in national development through various fora;
 3. Promote DOST programs through the conduct of information campaigns in all 17 regions of the country dubbed "Science Nation Tour" and to draw their support;
 4. Partner with international and local organizations with a view toward technology transfer, technical assistance, and brand enhancement;
 5. Make the DOST brand popular through branding exercise; and
 6. Increase grassroots adoption through partnerships to achieve inclusive growth in targeted communities.
- Project 2.**
1. Develop an official corporate site for the Science Nation Program to:
(a) serve as a hub for news and latest information for the program that highlights projects, status, and developments; (b) provide an avenue for discussions through news/article comments; (c) provide directory listing for resource personnel and lead agencies making them available for inquiries and consultations; (d) supply list of available services, courses, training and orientation; (e) create archives for photo and video documentations; (f) provide avenue for quick polls and surveys; and (g) provide portal for forms and material downloads.
 2. Develop other platforms necessary to support the program objectives (e.g. mobile apps for IOS and android, etc.)

II. OPERATION OF THE PROGRAM

The Program shall be undertaken by STII in accordance with the approved project proposal (made part hereof as Annex "A") and shall be monitored by PCAARRD.


REYNALDO V. EBORA
Acting Executive Director


RAYMUND E. LIBORO
Assistant Secretary


AMELIA P. GUEVARA
Undersecretary for R&D

III. DOST ASSISTANCE

The DOST support to the Program shall be a total grant of **SIX MILLION PESOS (P6,000,000.00)** to be expended as allocated in the approved Project Line-Item Budget (made part hereof as Annex "B"). The attached Revised Guidelines Governing the Grants-in-Aid Program of **DOST** (made part hereafter as Annex "C") shall govern the implementation of the Project.

The activities, operation of books of accounts and records of the Project shall be subject to reasonable inspection by an authorized representative of **DOST** and/or **NAST**. The **DOST** System reserves the right to discontinue the Project or its assistance at anytime for violation of the Grants Agreements, fraud or falsity in proponent's warranties and representation or upon determining that the results which were obtained or reasonably expected do not justify further activity.

All income/interest derived from the Project, if any, and all unexpended balance shall be reported immediately and remitted to **DOST/PCAARRD** after the termination of the program/project.

IV. PROGRAM DURATION

The Project shall be implemented on the date specified in the approved line-item budget or immediately upon but not later than three (3) months after the release of funds.

V. FUND RELEASE

Subject to the provisions of DOST M.C. No. 001 Series of 2011 entitled Revised Guidelines on the Release of DOST Grant-In-Aid (GIA) Project Funds thru Issuance of ASA and Comprehensive NTA for Regional Offices, and Disbursement Voucher/Funding Check for Attached DOST Agencies", the financial grant shall be released by **DOST** to the **STII** and **PCAARRD** subject to availability of funds.

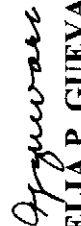
VI. PROGRAM PROPERTIES

In addition to the requirements or subject to the provisions of Paragraph 8 of DOST A.O. 006 Series of 2004 entitled Guidelines for the Grants-In-Aid Funds of the Department of Science and Technology and Its Agencies, i.e, Purchase, Ownership, & Accountability of Project Equipment and Other Properties, supplies, materials, and equipment authorized to be purchased using project funds shall be the direct responsibility of the Implementing Agencies subject to existing government accounting and auditing rules. The Program/Project leader shall be accountable for the equipment duly receipted until the physical transfer/donation or disposition of ownership, as determined by the **DOST**.

Purchase Documents of Equipment: Copies of the purchase documents with the corresponding Memorandum of Receipts, Inventory Report Form A (Inventory Report


REYNALDO V. EBORA
Acting Executive Director


RAYMUND E. LIBORO
Assistant Secretary


AMELIA P. GUEVARA
Underscretary for R&D

of Equipment under DOST-GIA) and the Acknowledgement Receipt of Equipment shall be submitted by the Implementing Agencies to the **DOST** Property Officer upon completion of the program.

Records of Equipment: The Implementing Agencies, Property Officers shall maintain a complete and updated record of all equipment purchased out of the grant funds. Inventory of equipment shall be conducted jointly by **DOST** and **PCAARRD** upon completion of the project.

Ownership of Equipment: All equipment purchased out of funds granted to the program shall exclusively belong to **DOST** as the Funding Agency. The said equipment may be donated subject to the conditions that **DOST** or person/entity designated by the **DOST** in its behalf shall have access to, and use such equipment for research, technical and administrative purposes. The maintenance cost of the donated equipment shall be shouldered by the receiving agency.

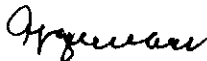
VII. ACCOMPLISHMENT AND FINANCIAL REPORTS

In addition or subject to the requirements provided under Paragraph 6.3.3 of **DOST** A.O. No. 004 Series of 2008 entitled Amendment to A.O. No. 006, Series of 2004, otherwise known as the "Guidelines for the Grants-In-Aid Funds of the Department of Science and Technology and Its Agencies", the Implementing Agency shall acknowledge **DOST's** and **PCAARRD's** support and shall submit to **PCAARRD**, the technical terminal accomplishment and audited financial reports within three (3) months after the completion of the project. **PCAARRD** shall submit said reports to **DOST** within one (1) month after the receipt thereof.

IN CONSIDERATION of the mutual covenant set forth above, witness our signatures this _____ day of _____, 2015, at _____, Philippines

Funding Agency:

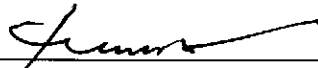
DEPARTMENT OF SCIENCE AND TECHNOLOGY (DOST)



AMELIA P. GUEVARA
Undersecretary for R&D

Implementing Agency:


SCIENCE AND TECHNOLOGY INFORMATION INSTITUTE (STII)



RAYMUND E. LIBORO
Assistant Secretary

Monitoring Agency:

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

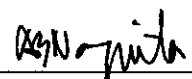


REYNALDO V. EBORA
Acting Executive Director

WITNESSETH:




ARISTOTLE P. CARANDANG
Project 1 Leader



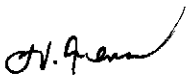
ALFON B. NARQUITA
Project 2 Leader

Certified Funds Available:

₱6,000,000



ELISA V. CORPUZ
Chief, DOST Budget Division



HELEN V. GIANAN
Chief, DOST Accounting Division

ACKNOWLEDGEMENT

REPUBLIC OF THE PHILIPPINES) S.S.
CITY OF MANILA

CITY OF MANILA

BEFORE ME, A Notary Public for and in _____
this _____ day of JUL 21 2015 personally appeared:

Government Issued Date/Place
Identification Issued

AMELIA P. GUEVARA

RAYMUND E. LIBORO

REYNALDO V. EBORA

Known to me as the same persons who executed the foregoing instrument and they acknowledged to me that the same is their free and voluntary act and deed and that of the entities they respectively represent.

This instrument, consisting of four (4), including this page whereon this Acknowledgment is written, signed by the parties together with their instrumental witnesses one each every page thereof

WITNESS MY HAND AND SEAL on the date and place first above written.

Doc. No. 115
Page No. 3
Book No. 40
Series of 2011

Arwin
ATTY. ARWIN JOCO SINAGUNAN
NOTARY PUBLIC
UNTIL DEC 31, 2015
TIN No. 120 631-220
PTR NO. 37 600 15
ISSUED MANILA ON 12-12-14

Reynaldo V. Ebora
REYNALDO V. EBORA
Acting Executive Director

Raymund E. Liboro
RAYMUND E. LIBORO
Assistant Secretary

Amelia P. Guevara
AMELIA P. GUEVARA
Underscretary for R&D