


Republic of the Philippines
DEPARTMENT OF SCIENCE AND TECHNOLOGY
Philippine Council for Agriculture, Aquatic and Natural
Resources Research and Development
Los Baños, Laguna


ALAN C. TAULE
IRAD Director
DOST-STII

MEMORANDUM OF AGREEMENT

Project Title: **Accelerating DOST-PCAARRD Knowledge Network
of eLibraries**



RICHARD P. BURGOS
Director
DOST-STII

KNOWN ALL MEN BY THESE PRESENTS:

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

The **PHILIPPINE COUNCIL FOR AGRICULTURE, AQUATIC AND NATURAL RESOURCES RESEARCH AND DEVELOPMENT (PCAARRD)**, hereinafter referred to as the "**Funding Agency**," a government entity duly existing and created under the laws of the Philippines with principal office address at Los Baños, Laguna, Philippines, represented herein by its Executive Director, **DR. REYNALDO V. EBORA**;

-and-



ABEGAIL GRACE M. MARALIT
Accountant III
DOST-PCAARRD

The **SCIENCE AND TECHNOLOGY INFORMATION INSTITUTE (STII)** hereinafter referred to as "**Implementing Agency**," a government entity and an attached agency of the DOST, duly existing and created as the information and marketing arm of the DOST by virtue of Executive Order No. 128 with principal office address at DOST Compound, General Santos Avenue, Bicutan 1631, Taguig City, Metro Manila and represented herein by its director, **MR. RICHARD P. BURGOS**; for the implementation of the above-cited project.

WITNESSETH:


WHEREAS, the above-mentioned project was approved by the DOST-PCAARRD Director's Council Meeting on December 15, 2020 via Zoom Cloud Meeting;

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


MARITA A. CARLOS
ACD Director
DOST-PCAARRD

I. **OBJECTIVES OF THE PROJECT**

The general objective of the project is to hasten the establishment of the Knowledge Network of eLibraries using SLIMS as a common portal for agriculture, aquatic, and natural resources (AANR) generated from DOST-PCAARRD-supported projects and created by its stakeholders.


REYNALDO V. EBORA
Executive Director
DOST-PCAARRD

DOST-STII



RFC.S-21-00195

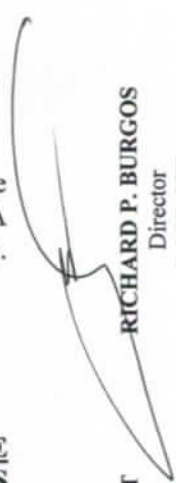
Specifically, the project aims to:

- a. Enhance/improve the SLIMS feature to be more user-friendly;
- b. Facilitate easy access of AANR resources using the mobile app of the SLIMS Online Public Access Catalog (OPAC);
- c. Make accessible to the public the journal articles and other knowledge resources generated from different DOST-PCAARRD-supported projects and created by its stakeholders;
- d. Capacitate consortia library personnel on the use and administration of SLIMS; and
- e. Promote and market the DOST-PCAARRD eLibrary.


ALAN C. TAULE
IRAD Director
DOST-STII

II. OPERATION OF THE PROJECT

The project shall be undertaken by the **Implementing Agency** in accordance with the approved project proposal (made part hereof as Annex "A") and the Revised DOST-GIA Guidelines (A.O. 011 Series of 2020) and shall be monitored in accordance with the DOST A.O. 014 Series of 2019 – DOST M&E Protocol.


RICHARD P. BURGOS
Director
DOST-STII

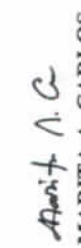
III. FUNDING ASSISTANCE TO THE PROJECT

The **Funding Agency** shall provide grant in the amount of **FOUR MILLION NINE HUNDRED EIGHTY-SEVEN THOUSAND, FIVE HUNDRED SIXTY-EIGHT PESOS and EIGHTY CENTAVOS (P4,987,568.80)** for 12 months to be expended as allocated in the approved Project Line-Item Budget (made part hereof as Annex "B"). The Guidelines on the Grants-in-Aid Program (made part hereof as Annex "C") shall govern the implementation of the Project.


ABEGAIL GRACE M. MARALIT
Accountant III
DOST-PCAARRD

The activities, operation of books of accounts and records of the project shall be subject to inspection by the authorized representatives of the **Funding Agency** and its auditor, whenever necessary. GIA assistance shall be discontinued for any violation of the Grant Agreements such as fraud or falsity in the **Program/Project Leader's** proposal, representation and warranties; when the results obtained do not justify further activity; or non-compliance or late submission of requirements by the **Implementing Agency** resulting in funds becoming unavailable. The Project Leader shall be notified at least forty-five (45) days before the date of termination.

All income/interest derived from the program/project, if any, and all unexpended balance shall be reported and reverted to the Funding Agency within three (3) months after the end of project period.



MARITA A. CARLOS
ACD Director
DOST-PCAARRD

IV. PROJECT DURATION

The project shall be implemented for twelve (12) months. It shall commence on the date specified in the approved line-item budget or immediately upon but not later than two (2) months after the release of funds.

V. FUND RELEASE AND UTILIZATION

The financial grant shall be released by the **Funding Agency** to the **Implementing Agency**, subject to availability of funds, and accounting and auditing regulations.


REYNALDO V. EBORA
Executive Director
DOST-PCAARRD

The **Implementing Agency** shall abide by the applicable rules and regulations on disbursement and utilization as mandated by the Funding Agency, to include in particular but not be limited to, rules on direct and indirect costs.

VI. PROJECT PROPERTIES

Project References: Mention of above-stated program/project in any and all publication, literature and information material in whatever media form shall state reference to PCAARRD as **Funding Agency** and STII as **Implementing Agency**.

Intellectual Property (IP): Ownership and utilization of IPs and Intellectual Property Rights (IPRs) resulting from the project shall be governed by the Philippine Technology Transfer Act of 2009. The **Implementing Agency** and the Program/Project Leader acknowledge that they have read, understood and hereby agree to be bound by the provisions of the said Act. In case of conflict with other laws, rules or regulations, the said Act shall prevail.

Records of Equipment: The Property Officer/s of the **Funding** and **Implementing Agencies** shall establish a complete and centralized file of records of all equipment procured through DOST-assisted programs/projects which shall include the following: agency name, location of equipment, project title, current custodian or end-user accountable for the equipment, equipment purchased with description/specification, date of acquisition, property number and acquisition/actual cost. The said Property Officer of the Funding and Implementing Agencies shall update the directory and records of equipment every year based on Property Acknowledgment Receipt (PAR) and DOST Form 10-Project Monitoring and Field Evaluation Report submitted or Property Transfer Report (PTR)/Deed of Donation issued by the Funding Agency. Inventory of equipment shall be conducted by the **Funding Agency** during the implementation of the project.

Ownership of Equipment: All equipment purchased through grant funds are considered as government equipment owned by DOST. These may be transferred to the **Implementing Agency** or other implementers. The ownership of equipment may be transferred to the Implementing Agency or private institutions, upon completion of the program/project, subject to existing rules and regulations. The Funding Agency reserves the right to transfer ownership of such government equipment to government RDIs, HEIs or other private institutions through Property Transfer Reports (PTRs) or execution of Deed/s of Donation in compliance with existing government accounting and auditing laws, rules and regulations.

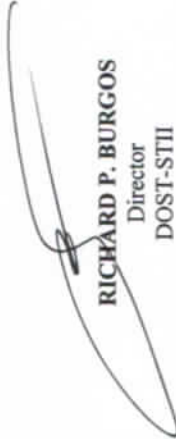
VII. ACCOMPLISHMENT AND FINANCIAL REPORTS

The **Implementing Agency** shall submit to the **Funding Agency** all technical and financial reports as mandated by the Funding Agency, pursuant to applicable rules and regulations. (See Sections X.B.1 and X.B.2 of the Revised DOST-GIA Guidelines for the details of submission)

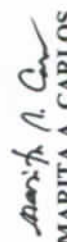
VIII. AMENDMENT CLAUSE


Amendment: This agreement may only be amended in writing and by mutual consent of both parties.


ALAN C. TAULE
IRAD Director
DOST-STII


RICHARD P. BURGOS
Director
DOST-STII


ABEGAIL GRACE M. MARALIT
Accountant III
DOST-PCAARRD


MARITA A. CARLOS
ACD Director
DOST-PCAARRD

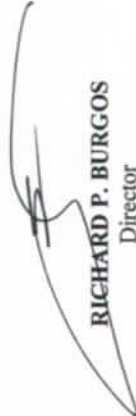

REYNALDO V. EBORA
Executive Director
DOST-PCAARRD

Authority to Sign: Each person signing this agreement represents and warrants that he/she is duly authorized to sign this agreement. In the unlikely event that the person signing for the other party is not authorized to do so, the latter agrees to hold the other party/ies harmless for any cause or consequence of the absence/lack of authority to sign.


ALAN C. TAULE
IRAD Director
DOST-STII

Arbitration: All disputes arising between and among the parties as to interpretation, operation or effect of any clause in the Agreement or any other difference between the parties shall first be resolved amicably. In case of failure, the Rules on Alternative Dispute Resolution (ADR) between national government agencies under Republic Act No. 9285 shall apply.

Indemnification: Each party shall indemnify, hold free and harmless, and defend at its own expense the other party/ies from and against all suits, claims, demands, and liabilities of any nature or kind, arising out of acts or omissions of the former, in the performance of any activity in connection with the Project, including those that may be initiated by its employees, workers, agents, subcontractors, or by any other entity or persons against said party by reason of or in connection to the program/project.



RICHARD P. BURGOS
Director
DOST-STII

Venue: The parties further agree that in case of legal action requiring court litigations that may arise in the enforcement of this Agreement, the venue of court litigation shall be in the Court of Competent Jurisdiction sitting in Taguig City only.

Separability Clause: If any part or provision of this Agreement is held invalid or unconstitutional, the other provisions not affected thereby shall remain in force and in effect.

IX. COMPLIANCE WITH LAWS AND POLICIES

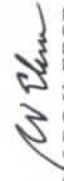
Matters affecting intellectual properties or intellectual property rights such as their ownership, protection and utilization, technology disclosure, exclusivity of the license, use of commercialization, establishment of spin-off firms, technologies for research use and sharing of income and benefits from technology commercialization shall be governed by existing Philippine laws on Intellectual Property, including RA 10055, and DOST Rules and Policies on Intellectual Property.


ABEGAIL GRACE M. MARALIT
Accountant III
DOST-PCAARRD

Full acknowledgment shall be given to DOST in case the research results are published or presented in various fora, seminars, and meetings. Such presentation should not prejudice the proprietary/confidential nature of the information for purposes of IP protection. The **Implementing Agency** shall likewise acknowledge the assistance of the **Funding Agency** in relevant project-related activities.

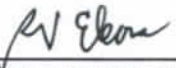

MARITA A. CARLOS
ACD Director
DOST-PCAARRD

Failure on the part of any party to comply with this provision shall be ground for written documented protest; further, repeated non-compliance with this provision by one party shall allow the aggrieved party to inform affected third parties in writing and require proper attribution through publication, with cost charged against the offending party.


REYNALDO V. EBORA
Executive Director
DOST-PCAARRD

IN CONSIDERATION of the mutual covenant set forth above, witness our signatures
this _____ day of _____, 2021, at _____, Philippines

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



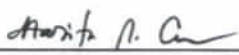
REYNALDO V. EBORA
Executive Director, DOST-PCAARRD

Implementing Agency:
SCIENCE AND TECHNOLOGY INFORMATION INSTITUTE



RICHARD P. BURGOS
Director, DOST-STII

Witnesses:




MARITA A. CARLOS
Director, ACD
DOST-PCAARRD

Witness:



ALAN C. TAULE
Director, IRAD
DOST-STII

Certified Funds Available:



ABEGAIL GRACE M. MARALIT
Accountant III, Accounting Section
DOST-PCAARRD

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

BEFORE ME, A Notary Public for and in Taguig City this
_____ day of FEB 10 2021 personally appeared:

	Government Issued Identification	Date/Place Issued
REYNALDO V. EBORA	Government Passport SO005685A	August 17, 2017 DFA Manila
RICHARD P. BURGOS	Driver's License No. NO3-97-238885	July 2017 Taguig City

Known to me as the same persons who executed the foregoing Memorandum of Agreement 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 seven (7) pages, including this page whereon this Acknowledgment is written, signed by the parties together with their instrumental witnesses one each on every page thereof.

TO THE TRUTH OF FOREGOING, witness now my hand and seal on the date and place first above written.

Doc. No. 271
Page No. 56
Book No. VII
Series of 2021


ATTY. ISRAEL JACOB A. ZARAGOZA
NOTARY PUBLIC
Roll of Attorney No. 65853
PTR No. A5063630/01/01/2021 TAGUIG
IBP No. 120766, 12/05/2020 RSM
MCLE COMPLIANCE No. VII-0000255
VALID UNTIL 31 DEC 2021

DOST Form 3
NON-R&D PROJECT PROPOSAL
 (Technology Transfer, S&T Promotion and Linkages, Policy Advocacy,
 Provision of S&T Services, Human Resource Development and Capacity-Building)

I. PROJECT PROFILE

(1) Project Title: **Accelerating DOST-PCAARRD Knowledge Network of eLibraries**

(2) Project Leader/Sex: Mr. Alan C. Taule / Male
 Agency: SCIENCE AND TECHNOLOGY INFORMATION INSTITUTE
 Address/Telephone/Fax/Email: DOST Complex, Gen. Santos Avenue, Bicutan, 1631 Taguig City /
 +6302-837-2191 to 95 / +6302 837-2191

(3) Cooperating Agency/ies: DOST-PCAARRD Regional Consortia

(4) Site/s of Implementation (Municipality / District / Province / Region)
 Base Station: DOST-PCAARRD
 Other Implementation Site (s): _____

(5) Project Duration: 12 (number of months) / Start Date-End Date: 01 January 2021 – 31 December 2021

(6) Total Project Cost: Php (indicate Counterpart Funds; use Form A for the Line-Item Budget)

Source of Fund / Site(s) of Implementation	PS	MOOE	EO	Total
A. (Fund Source 1)	Php 2,882,668.80	Php 804,900.00	Php 1,300,000.00	Php 4,987,568.80
(Implementation Site)	DOST-PCAARRD	DOST-PCAARRD	DOST-PCAARRD	DOST-PCAARRD
(Implementation Site)				
B. (Fund Source 2)	Php 597,453.60	Php 155,000.00		Php 752,453.60
(Implementation Site)	DOST-STII	DOST-STII		DOST-STII
TOTAL	Php 3,480,122.40	Php 959,900.00	Php 1,300,000.00	Php 5,740,022.40

II. PROJECT SUMMARY

(7) Rationale (Not to exceed one page)

Over the years, DOST-PCAARRD has produced and funded a great number of AANR publications in the form of books, technical reports, journal articles, monographs, and IEC materials. However, a great number of these have not been easily accessible to users in the absence of any properly organized and catalogued process for public use. To maximize the utilization of these AANR knowledge resources, there is a need to organize and process these resources following a standard format for easy access and retrieval.

The establishment of the DOST-PCAARRD Knowledge Network of eLibraries shall be carried out for that purpose. This Knowledge Network shall organize, catalog, digitize, and make AANR knowledge resources more accessible through the use of the Science Library Information Management System (SLIMS). Network members shall encode the bibliographic data and upload the full text of the AANR resources and knowledge products in the SLIMS server. Consequently, contents of the SLIMS server will be accessible to public in a common portal through DOST-PCAARRD eLibrary OPAC at the moment of value.

The project also aims to enhance SLIMS's features and functionalities to make it continually responsive to the needs of the network. Moreover, this library management system shall also support the DOST-

SciNET Phil, as one of its members or node(?) thus contributing AANR S&T content to the Philippine eLib portal.

(8) Project Description (Not to exceed 15 pages)

This proposed project seeks to hasten the establishment of a DOST-PCAARRD Knowledge Network of eLibraries to facilitate the organization, digitization, processing, and resource sharing of AANR resources among the stakeholders and make them more broadly accessible online. The benefits of establishing this kind of network are as follows: 1) It helps avoid duplication of efforts and provide efficiency savings, streamline work processes, and free up time for more value added activities; 2) It increases the profile and visibility of a network library beyond its traditional user-base as well as foster greater appreciation of the professional skills and knowledge of the people serving the said library; 3) It helps provide a more joined up service delivery, with a single user interface to different services or a reduction in the number of times data inputs is required; and 4) it promotes development of innovative solutions to common problems such as unorganized and inaccessible library titles.

Commitment to the Knowledge Network may need to be documented in a Memorandum of Understanding (MOU) for greater clarity and transparency among all partners institutions, particularly in populating the SLIMS server with AANR content. The criteria of AANR resources and/or knowledge products to be included in the SLIMS shall be clearly defined in the Collection Development Policy to ensure the integrity of the database. The Knowledge Network of eLibraries shall follow the structure below.

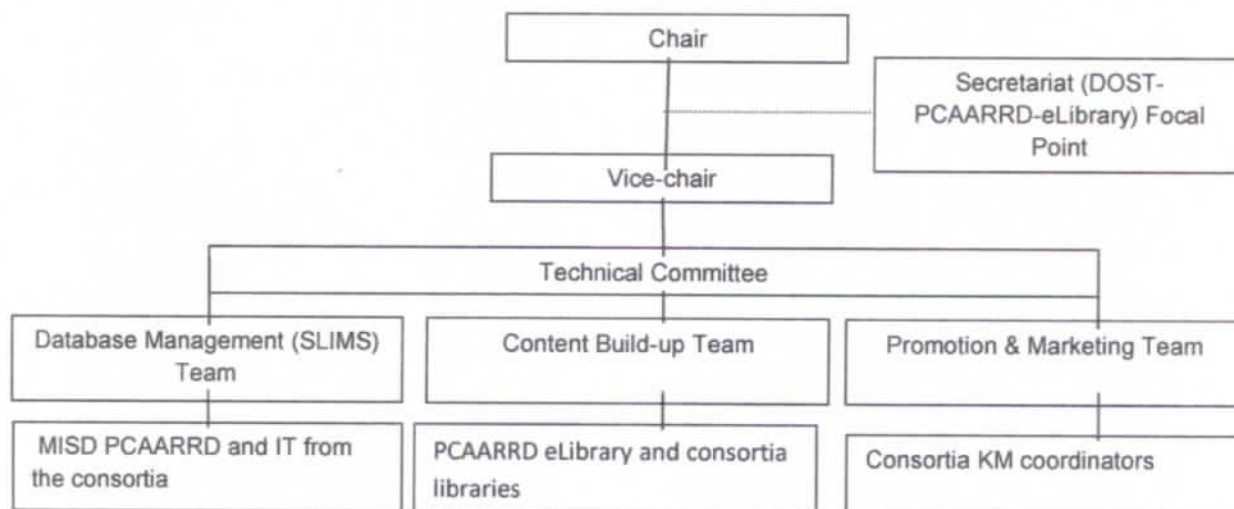


Figure 1. Organizational Structure of the DOST-PCAARRD Knowledge Network of eLibraries

This Network seeks to support the information requirements of its target audience and stakeholders at the national, regional and municipal levels. It aims to promote and improve the flow and use of AANR information and knowledge products through active resource sharing and networking through the use of SLIMS and accessed through the DOST-PCAARRD eLibrary Online Public Access Catalog. In the future it may expand linkages with other AANR information centers or government departments with AANR interest. The network also develops human resources capability for information and related works.

The Knowledge Network of eLibraries follows an organizational structure chaired by the Director of DOST-PCAARRD and Vice chaired by the Director of DOST-STII. The DOST-PCAARRD as the hub for AANR center and chair of the Knowledge Network of eLibraries shall support the technical committee (the regional consortia). The support may be in terms of funding project proposals of the technical committee (the regional consortia) to accomplish their role/functions as content builders of SLIMS and promoters of the AANR resources and knowledge products accessible through the DOST-PCAARRD eLibrary OPAC.

The DOST-STII as the Vice-chair and implementing agency of this project will assist in mentoring, coaching and capacitating the technical committee to organize their AANR resources using SLIMS depending on their needs as stated in their project proposal.

The Technical Committee is composed of designated representative from the technical staff of each consortium. This committee is in charge of planning and implementation of the activities of the network. They may ask help from DOST-PCAARRD through consultation and project proposal base.

The Secretariat is comprised of the staff of the DOST-PCAARRD eLibrary. They will assist the Technical Committee in project implementation or accomplishing the activities of the network. The Secretariat reviews and refines the project proposal for presentation to the DOST-PCAARRD Director's Council.

Objectives: (General and Specific)

The project aims to hasten the establishment of the Knowledge Network of eLibraries using SLIMS as a common portal for AANR resources generated from DOST-PCAARRD-supported projects by its stakeholders.

Specifically, it aims to:

- a. Enhance/improve the SLIMS feature to be more user-friendly;
- b. Facilitate easy access of AANR resources using the mobile app of the SLIMS Online Public Access Catalog;
- c. Make accessible to the public the journal articles and other knowledge resources generated from different DOST- PCAARRD-supported projects and created by its stakeholders;
- d. Capacitate consortia library personnel on the use and administration of SLIMS; and
- e. Promote and market the DOST-PCAARRD eLibrary.

Methodology:

This project will be implemented using the following strategies:

- a. Troubleshoot/fix system error of SLIMS based on the suggestions and comments of the base agency/consortia librarians;
- b. Develop mobile app for SLIMS OPAC to facilitate easy access of AANR resources;
- c. Encode bibliographic data and upload full text of journal articles and other resources created or sponsored by DOST-PCAARRD and its consortia in SLIMS;
- d. Conduct trainings to capacitate the consortia member-agency library staff on the use and administration of the enhanced SLIMS with mobile app; and
- e. Develop a communication plan to generate buy-in of the PCAARRD stakeholders on the eLibrary system and promote further appreciation and access among users/patrons.

Expected Outputs:

Products:

- A functional SLIMS server with DOST-PCAARRD to serve as the hub for AANR Knowledge Center and the regional network of eLibraries as nodes
- A user-friendly SLIMS with mobile app for handy OPAC search

Publication:

- SLIMS Manual for Regional Consortia eLibraries
- Communication resources such as IEC materials to support buy-in of stakeholders and further access and appreciation of library users/patrons

People and Places:

- Capacitated consortia base and member agency library staff on the management and administration of SLIMS
- Increased number of people registered, accessing, and downloading publications from the DOST-PCAARRD eLibrary

Policy

- eLibrary policy in terms of knowledge sharing

Places and Partnerships

- Signed MOAs between the regional consortia and DOST-PCAARRD

Patent

- Patent for the SLIMS mobile app

Discussion on the results of related project handled by the same proponent (if any)

DOST-STII, a leading repository of S&T information in the Philippines, spearheaded the development of a library management system for DOST libraries through the DOST-SciNET-Phil network. Because member libraries used different applications in managing their library resources. In 2001, a standard digital library system, SciNET-Phil Integrated Library Management System (SILMS) was developed integrating the requirements of the SciNET-Phil consortium.

It also implemented the project, "Establishing the DOST-PCAARRD Innovation Technology Center (DPITC)eLibrary," where it customized the SciNet Integrated Library Management System (SILMS) into the Science Library Integrated Management System (SLIMS) in October 2017-April 2019. The project also initiated the conversion of the physical library materials of DOST-PCAARRD library into digital format. It also started populating the overall SLIMS server at the DOST-PCAARRD with PCAARRD publications as initial content. This was the 1st phase of this current proposal.

In May 2019 to present, the DOST-STII continues to implement Phase 2 of DPITC eLibrary under the KM4AANR Program entitled, "Establishing DOST-PCAARRD Knowledge Networks of eLibraries." This phase aims to deploy and install SLIMS in the 15 DOST-PCAARRD consortia. It also aims to familiarize the DOST-PCAARRD consortia base-agency libraries and CMI library personnel on the management and use of SLIMS. This phase continued the conversion of AANR resources at DOST-PCAARRD library and also continued populating the overall SLIMS server with the publications and library collections of DOST-PCAARRD for easy access, retrieval, and to facilitate resource-sharing among its consortia members, to the rest of DOST agencies, and other government offices or departments with AANR interest.

(9) Work plan(See Form B)

(10) Project Management (not to exceed one page)

This project will be implemented by DOST-STII through PCAARRD-GIA funding. DOST-STII as the implementing agency will hire the required project staffs that include SRS II to develop and lead the communication plan/strategies, and IEC materials to promote the DOST-PCAARRD eLibrary through social media and tri-media. She/he will package/write, edit, and layout DOST-PCAARRD eLibrary IEC materials such as posters, flyers, leaflets, and brochures. She/he will also create social media contents for uploading to the PCAARRD FB page and coordinate tri-media collaboration/output.

The current one (1) SRS II deployed at DOST-PCAARRD eLibrary will be retained. Concerned staff shall be tasked with accessioning, classifying, cataloging of AANR publications. He also creates bibliographic records in SLIMS, assigns subject headings and cross references, and uploads full text to SLIMS. Moreover, he manages the AANR resources-organizing, labelling, and shelving as well as performs reference service to library customers.

Two (2) Computer Programmers II will be hired to maintain/troubleshoot the SLIMS database at DOST-PCAARRD and the 15 regional consortia. Enhance/fine tune SLIMS feature for easier and efficient use. Part of enhancing the SLIMS is the development of a mobile app of the SLIMS OPAC for easy access of AANR resources and information. They will also study the database structure of the existing library management system of the base agency libraries for migration of the bibliographic data of AANR resources to SLIMS. They will transfer/consolidate the content of the local host SLIMS server from the consortia libraries to the overall SLIMS server at DOST-PCAARRD as Knowledge Center for AANR resources.

The two (2) Project Assistants I in charge of scanning all AANR resources at 300-400 DPI bitonal and 24-bit colored (using text mode) and save images as PDF with right density and contrast will be retained. They organized scanned materials by material type. They do quality review to the digitized materials with highest quality. They edit images-compress files, and sharpen images.

The project will hire one (1) Clerk III to be deployed at DOST-STII to assist in monitoring attendance of the project staff. Concerned staff will assist in preparing contracts and payroll, performs clerical and admin tasks pertaining to the project.

The project will also procure the following equipment: a) one heavy duty book scanner to convert DOST-PCAARRD eLibrary resources into digital format; b) two high-end laptops to be used in enhancing SLIMS features; c) two complete set of computer units for the project staff; and d) computer software needed in the design and layout of IEC materials.

Semi-annual progress report shall be submitted to DOST-PCAARRD to report status and progress of the project. Meeting with DOST-PCAARRD shall be conducted to discuss issues and concerns as needs arise.

Monitoring activities to assess how the project is being implemented shall also be conducted to determine the actual status and progress of the project's activities and prepare a catch-up plan, if necessary.

III. ATTACHMENTS (Please refer to the DOST-GIA Guidelines for the necessary documents.)

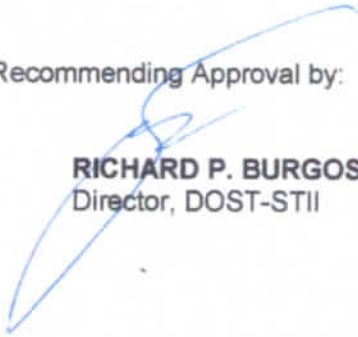
Prepared by:


NELLY AGPAWA-NGANGAY
SRS II

Noted by:


ALAN C. TAULE
Chief, IRAD-STII and Project Leader

Recommending Approval by:


RICHARD P. BURGOS
Director, DOST-STII

**DOST Form B
PROJECT WORKPLAN**

(1) Program Title: Accelerating DOST-PCAARRD Knowledge Network of e-Libraries/Mr. Alan C. Taule
 (2) Project Title: Accelerating DOST-PCAARRD Knowledge Network of e-Libraries/Mr. Alan C. Taule
 (3) Total Duration (in months): 12 (4) Planned Start Date: 01 January 2021 (5) Planned End Date: 31 December 2021

(6) OBJECTIVES	(7) TARGET ACTIVITIES	(8) TARGET ACCOMPLISHMENTS (quantity, if possible)	Y1			
			Q1	Q2	Q3	Q4
Enhance /improve the SLIMS feature to be more user-friendly	<ul style="list-style-type: none"> Gather comments and recommendations from regional consortia and base agency librarians on the use of SLIMS Review the existing features of SLIMS Troubleshoot/fix the system error of SLIMS based on the suggestions and recommendations of the librarians 	<ul style="list-style-type: none"> User-friendly SLIMS Developed mobile app for handy OPAC search 				
Facilitate easy access of AANR resources using the mobile app of the SLIMS OPAC	<ul style="list-style-type: none"> Gather and explore different database structure of mobile app Study the structure of the SLIMS OPAC for appropriate mobile app Establish database structure of the SLIMS OPAC mobile app Develop the SLIMS OPAC mobile app 	<ul style="list-style-type: none"> User friendly SLIMS OPAC mobile app 				
Make accessible to the public the journal articles and other knowledge resources generated from different PCAARRD-supported projects and created by its stakeholders	<ul style="list-style-type: none"> Encode bibliographic data of journal articles or resources created/published or sponsored by DOST-PCAARRD in SLIMS Convert the physical journal articles or other resources into digital format/pdf copy Upload full text of the journal article or other resources in SLIMS 	<ul style="list-style-type: none"> AANR resources from the regional consortia and base agency libraries are searchable through the DOST-PCAARRD SLIMS OPAC 				
Capacitate consortialibrary personnel on the use and administration SLIMS.	<ul style="list-style-type: none"> Conduct orientation-workshop to the consortia personnel on using and administering SLIMS via google meet or zoom 	<ul style="list-style-type: none"> Capacitated consortia personnel on the use and administration of SLIMS 				
Promote and market the DOST-PCAARRD eLibrary	<ul style="list-style-type: none"> Develop a Communication Plan to promote and market the DOST-PCAARRD eLibrary Create social media contents for uploading to the PCAARRD FB page Package/write, edit, and layout DOST-PCAARRD eLibrary IEC materials such as poster, brochures, flyers, and leaflets 	<ul style="list-style-type: none"> Increase awareness of public on the availability of AANR information available at DOST-PCAARRD eLibrary 				

(9) EXPECTED OUTPUTS (6Ps)	(10) DETAILS (quantity, if possible)	Y1			
		Q1	Q2	Q3	Q4
Products	<ul style="list-style-type: none"> A functional SLIMS server with DOST-PCARRD to serve as hub for AANR Knowledge Center User-friendly SLIMS with mobile app for handy OPAC search 	<ul style="list-style-type: none"> Gather comments and recommendations from the librarians Study the structure of the SLIMS OPAC for mobile app 	<ul style="list-style-type: none"> Enhance the features based on comments/recommendations Develop mobile app 	<ul style="list-style-type: none"> Test-run the features for functionality Continue the development of mobile app 	<ul style="list-style-type: none"> Correct system errors if there are any Test-run the mobile app and fine-tune system errors
		<ul style="list-style-type: none"> SLIMS Manual is downloadable from the SLIMS Security and Admin Module 	<ul style="list-style-type: none"> Promotional Materials produced Social media posts News article 	<ul style="list-style-type: none"> Promotional Materials produced Social media posts 	<ul style="list-style-type: none"> Promotional Materials produced Social media posts News article
Publications	<ul style="list-style-type: none"> SLIMS Manual for the Regional Consortia elibraries Communication resources such as IEC materials to support buy-in of stakeholders and further appreciation of library users/patrons 				<ul style="list-style-type: none"> Capacitated consortia staff on the use and administration of SLIMS 10,000 registered users
People Services	<ul style="list-style-type: none"> Capacitated consortia staff in terms on the use and administration of SLIMS Increased number of people registered, accessing, and downloading publications from the DOST-PCARRD elibrary 				
Policy	<ul style="list-style-type: none"> elibrary Policy in terms of knowledge sharing Communication Plan for the promotion of the DOST-PCARRD elibrary 	<ul style="list-style-type: none"> Communication Plan 			<ul style="list-style-type: none"> Available elibrary Policy in terms of Knowledge Sharing
Places and Partnerships	<ul style="list-style-type: none"> Signed MOAs between Regional Consortia and DOST-PCARRD 				<ul style="list-style-type: none"> Execute MOU between Regional Consortia and DOST-PCARRD to reflect their membership and commitment to the AANR elibrary Network
Patent	<ul style="list-style-type: none"> Patent for the SLIMS mobile App 				<ul style="list-style-type: none"> Apply for patent registration for the SLIMS mobile app

DOST Form A

DEPARTMENT OF SCIENCE AND TECHNOLOGY
Project Line-Item Budget
CY 2021

Program Title :
 Project Title : **Accelerating the Establishment of the DOST-PCAARRD Knowledge Networks of e-Libraries**
 Implementing Agency : DOST-STII
 Total Duration : January 1, 2021 - December 31, 2021 (12 months)
 Project Leader : Alan C. Taule
 Monitoring Agency : DOST-PCAARRD

	<u>DOST-STII</u>	<u>PCAARRD</u>
	<u>Counterpart Funding</u>	<u>DOST GIA</u>
	P	P
I. Personal Services		
<u>Direct Cost</u>		
<u>Salaries</u>		
Two (2) Science Research Specialist II @ P42,127.20/month x 12 mos		1,011,052.80
Two (2) Computer Programmer II @ P38,463.60/month x 12 mos		923,126.40
Two (2) Project Assistant I @ 21,006.00/month x 12 mos		504,144.00
One (1) Clerk III @ P18,628.80/month x 12 mos		223,545.60
 <u>Honoraria</u>		
1 Project Leader @8,800.00/mo x12 mos		105,600.00
2 Project Staff, L1 @4,800.00/mo x 12 mos		115,200.00
 <u>Indirect Cost</u>		
<u>(Implementing Agency)</u>		
<u>Salaries</u>		
Chief Science Research Specialist @ 20% of P86,742.00/month	208,180.80	
1 Accountant III @ 20% of 48,313.00/month	115,951.20	
1 Administrative Officer V @ 20% of P43,681.00/month	104,834.40	
1 Science Research Specialist II @ 20% of P36,628.00/month	87,907.20	
1 Administrative Officer IV @ 20% of P33,575.00/month	80,580.00	
 Sub-total for PS	P 597,453.60	P 2,882,668.80
II. Maintenance and Other Operating Expenses		
<u>Direct Cost</u>		
<u>Traveling Expenses</u>		
Local		60,000.00
<u>Communication Expenses</u>		
Telephone - Mobile		24,000.00
Postage and Courier expenses		1,200.00
<u>Supplies and Materials Expenses</u>		
Office Supplies Expenses	50,000.00	250,000.00
Other Supplies and Materials Expense	25,000.00	240,000.00
Semi-Expendable Machinery and Equipment Expenses		15,000.00
Rent Expenses (Motor vehicle/Equipment)		20,000.00
Representation Expenses	30,000.00	100,000.00
Repair and Maintenance (Machineries and Equipments)		10,000.00
<u>Professional Services</u>		
Other Professional Services		2,700.00
<u>Other Maintenance and Operating Expenses</u>		
ICT Subscription Expenses		12,000.00
Other Maintenance and Operating Expenses		70,000.00
<u>Utilities</u>		
Electricity	50,000.00	
 Sub-Total for MOOE	P 155,000.00	P 804,900.00

DOST Form A

DEPARTMENT OF SCIENCE AND TECHNOLOGY
Project Line-Item Budget
CY 2021

Program Title :
Project Title : **Accelerating the Establishment of the DOST-PCAARRD Knowledge Networks of e-Libraries**
Implementing Agency : DOST-STII
Total Duration : January 1, 2021 - December 31, 2021 (12 months)
Project Leader : Alan C. Taule
Monitoring Agency : DOST-PCAARRD

	<u>DOST-STII</u> Counterpart Funding	<u>PCAARRD</u> DOST GIA
III. Equipment Outlay		
2 complete set Computer units with UPS @ P75,000 each		150,000.00
1 Heavy duty book scanner	P	P 1,000,000.00
2 Complete set of Laptop @ 75,000.00 each		150,000.00
Sub-Total for EO	P	P 1,300,000.00
 GRAND TOTAL	 P <u>752,453.60</u>	 P <u>4,987,568.80</u> *

Prepared by:

JAQUELINE C. BALLESTEROS
Administrative Officer V

MA. AURORA FE L. DAYANGCO
Accountant III

Recommending Approval:

ALAN C. TAULE
Project Leader

Approved by:

RICHARD P. BURGOS
Director

(To be filled-up by DOST)

* Chargeable against the CY _____ DOST-GIA _____

P	Implementing	P	Monitoring	P	TOTAL
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Certified Correct:

Approved for DOST-EXECOM:

(Position)

(Position)

DOST-EXECOM Approval: _____