

## Obligations & Responsibilities

### The Mother Agency must:

1. Maintain the salaries and other benefits enjoyed by the GRANTEE while on study leave.
2. Relieve the GRANTEE from any job responsibilities while on study leave.
3. Assist DA-BAR in monitoring the performance of the GRANTEE during his regular term and after his graduation.
4. Immediately inform DA-BAR of the GRANTEE's return to work after the completion of studies.
5. Facilitate repayment of all entitlements given by DA-BAR to the GRANTEE through salary deduction, in case the scholar fails to complete the course program.

### The Grantee must:

1. Abide strictly to the DA-BAR Thesis/Dissertation Assistance Program Guidelines.
2. Conduct himself in such a manner so as not to bring dishonor to himself, his employer and the country.
3. Keep up and comply with the high standards of the scholarship and all other requirements thereof.
4. File the required application for extension at least one (1) month before the end of the requisite school period together with supporting papers.
5. Conduct the thesis/dissertation in relation to the priorities identified under the DA MTADP AFMA.
6. Report immediately to his office upon the completion or termination of his thesis/dissertation assistance.
7. Submit to the DA-BAR two (2) hard bound copies and one (1) CD copy of the thesis/dissertation within thirty (30) days after return to duty.
8. Present his research in the BAR R&D seminar series three (3) months after the submission

- of the final manuscript to the Graduate School or in the DA-BAR National Research Symposium (The cost of per diem and airfare shall be shouldered by BAR).
9. Write the research results and findings in popular form to be published in BAR publications.
10. Serve office/institution for not less than two (2) years for every year or a fraction thereof of thesis/dissertation grant.
11. Shall submit to DA-BAR and her mother unit a written explanation within thirty (30) days from date of discontinuance of the program for any reason (also applicable in case the grantee accepts employment from another government agency instead of reporting back to his mother agency, in which case, the salary deduction shall be made by the latter and remitted to DA-BAR).

For complete details, please contact:

Institutional Development Section  
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**Bureau of Agricultural Research**  
Department of Agriculture

# Thesis/ Dissertation Assistance Program

Information & Guidelines

The Bureau of Agricultural Research (BAR), as part of its effort to strengthen the Department of Agriculture's Research and Development System has been extending thesis and dissertation support. The program supports master's thesis and doctoral dissertation addressing problems in agriculture, fisheries, and related fields.

## Scope & Program Objective

Financial support of up to Fifty Thousand Pesos (Php 50,000.00) is provided for the conduct of thesis/dissertation in the fields of agriculture, fisheries, and their allied fields such as sociology, development communication, statistics, environmental science, research and development management, computer science, extension education, economics, and agricultural engineering, among others.

The topic is consistent with the goals of the AFMA and the Department of Agriculture's Medium Term Development Program.

The grant is open to all members of the National Research and Development System in Agriculture and Fisheries (NaRDSAF). These are:

- A. Agriculture R&D System
  1. DA Agriculture R&D System (DAARDS)
  2. National Agriculture and Resources Research and Development Network (NARRDN) which includes the Philippine Council for Agriculture, Forestry and Natural Resources Development (PCARRD)
  3. Commission on Higher Education (CHED) and its accredited State Universities and Colleges (SUCs) for Agriculture
  4. Department of Environment and Natural Resources (DENR)
  5. Other Agriculture R&D Institutions (private sector and specialized agencies)
- B. Fisheries R&D System
  1. DA Fisheries R&D System
  2. National Aquatic Resources Research and Development System (NARRDS) which includes the Philippine Council

- for Aquatic and Marine Resources Development (PCAMRD)
  3. CHED and its accredited SUCs for Fisheries
  4. Other Fisheries R&D Institutions (private sector and specialized agencies)
- C. Local Government Units (Provincial and Municipal Agriculture/Fisheries Units)

## Selection Criteria

Grant is made available to the R&D personnel of partner institutions within the National Research and Development System in Agriculture and Fisheries (NaRDSAF) if he/she meets the following requirements:

- Must have completed all the academic requirements and have passed the comprehensive examination in a CHED accredited college or state university for agriculture, fisheries or their related fields.
- Must be a permanent employee of a partner institution or corporation under the NaRDSAF and has rendered at least two (2) years of continuous satisfactory service.

## Evaluation Criteria

1. Relevance of thesis/dissertation proposal to AFMA .
2. Reasonability of budget.
3. Potential contribution of the thesis/dissertation to Agriculture/Fisheries science.
4. Priority is given to those pursuing their graduate degree in identified Agriculture and Fisheries Centers of Excellence.

## Requirements

1. Endorsement of the application by the Institution/Agency Head.
2. Approved Thesis/Dissertation Outline.
3. Research Work Plan and Budgetary Requirement duly signed by the Applicant, Adviser and Institution/Agency Head (the budgetary requirement should present a breakdown of the amount requested from BAR, personal expense, support from mother agency, scholarship award, etc.).
4. Certificate of completion of academic units or Certificate of Candidacy.
5. Certificate of passing the comprehensive examination.
6. One (1) colored 2" x 2" picture.

## Mode of Payment

The amount of grant shall be recommended by the BAR Technical Evaluation Committee (BAR-TEC) and approved by the BAR Director. It shall be released to the Grantee in two (2) installments. The first 90% shall be given after the signing of the contract. The remaining 10% shall be released upon liquidation of the 1<sup>st</sup> release and submission of progress reports duly certified by the grantee's adviser. However, if the grant is P20,000.00 or less, it shall be released in full to the Grantee.

## Duration of Assistance

For both master's and doctorate degrees, the thesis/dissertation assistance support shall cover a period of one (1) year starting from the date of the release of the 1<sup>st</sup> 90% of the grant.