



**MEMORANDUM FROM THE OFFICE OF THE EXECUTIVE DIRECTOR**  
TDP-SUC-01-2024

For: **STATE UNIVERSITIES AND COLLEGES (SUCs)**  
**UNIFAST REGIONAL COORDINATORS**

From : **ATTY. RYAN L. ESTEVEZ, DPA**  
OIC-Executive Director IV, UniFAST Secretariat

Subject: **ADVISORY ON THE IMPLEMENTATION OF TULONG DUNONG  
PROGRAM FOR STATE UNIVERSITIES AND COLLEGES (TDP-SUC) IN  
THE 2<sup>ND</sup> SEMESTER OF ACADEMIC YEAR 2023-2024**

Date : **March 7, 2024**

Pursuant to [Memorandum Circular No. 2, Series of 2023](#), Tulong Dunong Program for State Universities and Colleges (TDP-SUC) applicants are enjoined to submit the following documentary requirements to the SUC Scholarship Office for validation and verification:

- Accomplished TDP-SUC application form ([Annex 1](#))
- Certificate of Enrollment/Registration (**2<sup>nd</sup> semester AY 2023-2024**)
- Certificate of Indigency, duly signed by the Punong Barangay

Subsequently, attached herewith is the [list of SUCs](#) that are enjoined to submit the initial list of qualified TDP-SUC grantees ([Annex 2](#)) for the 2<sup>nd</sup> semester of AY 2023-2024 to the UniFAST Central Office through [regionaloperations.unifast@ched.gov.ph](mailto:regionaloperations.unifast@ched.gov.ph) for verification purposes and to avoid duplication of grants, only **until May 15, 2024 (Wednesday)**.

Thereafter, the Scholarship Office will notify the qualified applicants and provide individual Notice of Award (NOA) ([Annex 3](#)) to them for acceptance and signature.

Furthermore, SUCs may refer to the [General Appropriations Act \(GAA\) 2024](#) in the Department of Budget and Management (DBM) website for their TDP allocation lodged under the Locally Funded Project(s).

For your information and guidance.

