

THE DOST-S&T FOUNDATION UNIT OF THE DEPARTMENT OF SCIENCE AND TECHNOLOGY ACCEPTS APPLICATION FOR CERTIFICATION MONDAYS THRU FRIDAYS AT 8:00 A.M. TO 5:00 P.M.

DEPARTMENT OF SCIENCE AND TECHNOLOGY  
Office of the Undersecretary for Regional Operations

## WHO WE ARE

The DOST - S&T Foundation Unit is a frontline service of the Department of Science and Technology under the direct supervision of the Undersecretary for Regional Operations.

The Unit spearheads the processing of applications for certification of S&T foundations and specific R&D Projects for tax exemption purposes and facilitates requests of S&T foundations and other nongovernment organizations (NGOs) for S&T information/technologies.

It is founded by the virtue of Sec. 24 of R.A. 2067 or the Science Act of 1958 with its scope further expanded through the amendments under R.A. 3589.

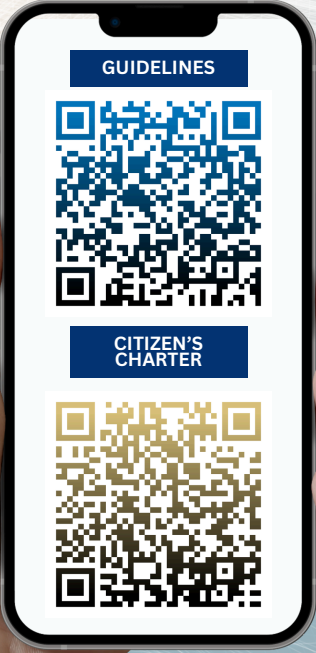
### OFFICE ADDRESS

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### CONTACT

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(02) 8837-2071 local 2170  
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### SOCIALS



# THE S&T FOUNDATION UNIT (DOST-SFU)

*BUILDING STRATEGIC PARTNERSHIPS FOR THE ADVANCEMENT OF SCIENCE, TECHNOLOGY AND INNOVATIONS*

## CERTIFICATION OF S&T-ORIENTED PRIVATE FOUNDATIONS AND SPECIFIC R&D PROJECT

# WHO MAY AVAIL THE SERVICE



## S&T FOUNDATIONS

Non-stock and non-profit private foundations engaged in, and whose funds are dedicated to scientific pursuits



## SPECIFIC R&D PROJECTS

Private individuals, firms, and educational institutions undertaking specific research and development projects; and Private foundations which do not qualify for certification under Item 6.1 of the guidelines (DOST A.O. 015 S. 2021)

# WHY AVAIL THE SERVICE

## BENEFITS FOR S&T FOUNDATIONS



**EXEMPTION** from payment of corporate income tax  
(BIR Revenue Memorandum Order No. 38-2019)



**EXEMPTION** from payment of customs duties on the importation of scientific instruments and equipment  
(Please refer to the DOF Citizen's Charter 2024 [6th Edition], pages 620-624)



**INCLUSION** of the foundation's projects and programs in DOST Grants-in-Aid Program

## BENEFIT FOR THE DONOR



**EXEMPTION** from paying donor's tax & full deductibility of donations from income tax  
(Certificate of Registration as a Donee Institution from the BIR through the accreditation of Philippine Council for NGO Certification [PCNC])

## BENEFIT FOR SPECIFIC RESEARCH AND DEVELOPMENT PROJECTS



**INCLUSION** of the specific R&D Projects and Programs in DOST Grants-in-Aid Program

# HOW TO AVAIL THE SERVICE

## CERTIFICATION OF PRIVATE FOUNDATIONS

### REQUIREMENTS:

- Letter of intent to apply as a DOST-certified science foundation addressed to the Department Secretary
- A certified true copy: (a) Articles of Incorporation; (b) By-laws; (c) Certificate of registration of AOI & BL from SEC
- Scientific and Technological Activities (STA) program with a proposed budget for a period of three (3) years
- A list of officers and working staff
- A certification by the Treasurer of the foundation that it has an initial capital of at least one million pesos
- Notarized oath/affidavit for the application for certification (STFU 0015 Form)

## CERTIFICATION OF SPECIFIC RESEARCH AND DEVELOPMENT PROJECTS

### REQUIREMENTS:

- Letter of intent to apply for certification addressed to the Department Secretary
- Specific research and development program accompanied by a detailed project study in DOST-prescribed forms with a proposed budget
- Notarized oath/affidavit for the application for certification (STFU 0016 Form)

# CERTIFICATION FEES

REGISTRATION FEE FOR CERTIFIED FOUNDATIONS AND SPECIFIC R&D PROJECTS: PHP 500.00

ANNUAL SERVICE FEE FOR CERTIFIED FOUNDATIONS: 0.12 of the 1% of the foundation's annual gross receipts

# LIFE OF THE CERTIFICATION

## FOR CERTIFIED PRIVATE FOUNDATIONS

The certification for private foundations issued under these rules shall be effective not earlier than the date of filing of the application and shall be in force for a period of not longer than three (3) years unless sooner revoked by DOST.

## FOR SPECIFIC R&D PROJECTS

The certification for specific R&D projects shall be effective not earlier than the filing of the application and shall be in force until the completion of the project unless sooner revoked.