



Republic of the Philippines
Department of Education
REGION XIII – CARAGA
SCHOOLS DIVISION OFFICE OF SURIGAO CITY



February 23, 2021

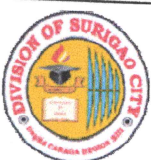
DIVISION MEMORANDUM

No. 057, s. 2021

CALL FOR RESEARCH STUDY PROPOSAL

TO: Assistant Schools Division Superintendent
Schools Governance and Operations Division Chief
Curriculum Implementation Division Chief
School Heads and Principals
This Division

1. In view of the herein attached regional memorandum, the schools division office invites personnel from schools, districts, and offices to submit research study proposals for possible funding under the Basic Education Research Fund.
2. Research proposals shall align with Caraga's Commitment – Hiniusang Pag-alagad para sa Edukalidad with the two reform initiatives, Sulong Edukalidad and Hamon: Bawat Bata Bumabasa. Further, said research proposals shall find ways to address issues and challenges in education during the COVID-19 situation in the schools and region in general.
3. On this, schools districts are enjoined to submit at least one research proposal with either individual or group (maximum of three) researchers.
4. Research proposals of proponents should abide with the provisions of DepEd Order No. 16, s. 2017 and should have 2000 words only.
5. Proponents of researches must submit five hardcopies and softcopy of the research proposal, accomplished Research Proposal Application Form and Endorsement of Immediate Supervisor (Annex 1), and Declaration of Anti-Plagiarism and Absence of Conflict of Interest and (Annex 3).



6. Submission of research proposals to the Planning and Research Office is on March 19, 2021.
7. Immediate and wide dissemination of this memorandum is desired.


KAREN L. GALANIDA, PhD, CESO V
Schools Division Superintendent

Reference:
Regional Memorandum No. 086, s. 2021

Attachments:

DepEd Order No. 16, s. 2017, Annex 1: Research Proposal Application Form and Endorsement of Immediate Supervisor, Annex 2: Minimum Requirements of the Research Proposal, Annex 3: Declaration of Anti-Plagiarism and Absence of Conflict of Interest

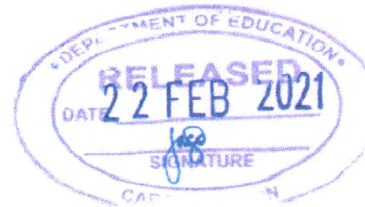
To be indicated in the Perpetual Index under the following subjects:
RESEARCH STUDIES CALL FOR RESEARCH PROPOSALS

BASIC EDUCATION RESEARCH FUND





Republic of the Philippines
Department of Education
CARAGA REGION



February 20, 2021

REGIONAL MEMORANDUM
No. OBC, s. 2021

CALL FOR RESEARCH STUDY PROPOSAL

To: SCHOOLS DIVISION SUPERINTENDENTS
CHIEFS OF THE REGIONAL FUNCTIONAL DIVISIONS
This Region

1. The office through the Policy, Planning and Research Division (PPRD) invites personnel from the schools, districts and schools' division and regional functional divisions to submit research study proposals for possible funding under BERF.
2. Research proposals shall still align to Caraga's Commitment- Hiniusang Pag-alagad para sa Edukalidad, with two reform initiatives: Sulong Edukalidad and Hamon: Bawat Bata Bumabasa. It shall also support the aggressive reform program with the key reform areas:
 - K – K to 12 Curriculum review and update
 - I – Improving the learning environment
 - T – Teachers' upskilling and reskilling
 - E – Engagement of stakeholders for support and collaboration
3. Research proposals shall also help find solutions to the issues and challenges in the new normal situations in the school and in the region in general.
4. Region, Division and District wide research proposals will be submitted to the regional office for evaluation and approval by the Regional Research Committee (RRC). School wide research proposals will be approved by the Schools Division Research Committee (SDRC) but shall be submitted to the regional office for confirmation.
5. The research study proposals of the proponents should abide with the provisions of DepEd Order No. 16,s. 2017 and should have 2000 words only. Soft copies of the proposals shall be collected by the Research Coordinator and submit via email to caroline.guerta@deped.gov.ph.



Address: J.P. Rosales Avenue,
Butuan City
Trunkline No: (085) 342 8207
Tolofax No: (085) 342 5060
Email: caraga@deped.gov.ph

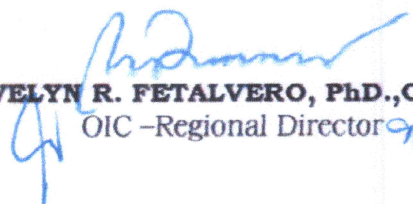


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6. Deadline of the submission of research proposals to the RRC for the 6th batch of researchers will be on **March 30, 2021**. The proponents for region, division and district wide research shall present to the RRC for final evaluation on April 15, 2020.

5. Immediate and wide dissemination of this Memorandum to all concerned is highly desired.


EVELYN R. FETALVERO, PhD., CESO III
OIC -Regional Director

Encls.: None

Reference: DO 16, s. 2017

To be indicated in the Perpetual Index
under the following subjects:

BERF

RESEARCH

PPR/clg
02/18/2021

ANNEX 1: Research Proposal Application Form and Endorsement of Immediate Supervisor

A. RESEARCH INFORMATION

RESEARCH TITLE	
SHORT DESCRIPTION OF THE RESEARCH	
RESEARCH CATEGORY (check <u>only one</u>) <input type="radio"/> National <input type="radio"/> Region <input type="radio"/> Schools Division <input type="radio"/> District <input type="radio"/> School (check <u>only one</u>) <input type="radio"/> Action Research <input type="radio"/> Basic Research	RESEARCH AGENDA CATEGORY (check <u>only one</u> main research theme) <input type="radio"/> Teaching and Learning <input type="radio"/> Child Protection <input type="radio"/> Human Resource Development <input type="radio"/> Governance (check <u>up to one</u> cross-cutting theme, if applicable) <input type="radio"/> DRRM <input type="radio"/> Gender and Development <input type="radio"/> Inclusive Education <input type="radio"/> Others (please specify): _____
FUND SOURCE (e.g. BERF, SEF, others)*	AMOUNT
TOTAL AMOUNT	

**indicate also if proponent will use personal funds*

B. PROPONENT INFORMATION

LEAD PROPONENT / INDIVIDUAL PROPONENT

LAST NAME:	FIRST NAME:	MIDDLE NAME:
BIRTHDATE (MM/DD/YYYY)	SEX:	POSITION / DESIGNATION:
REGION / DIVISION / SCHOOL (whichever is applicable)		
CONTACT NUMBER 1:	CONTACT NUMBER 2:	EMAIL ADDRESS:

EDUCATIONAL ATTAINMENT (DEGREE TITLE) <i>enumerate from bachelor's degree up to doctorate degree</i>	TITLE OF THESIS / RELATED RESEARCH PROJECT
SIGNATURE OF PROPONENT:	

PROPONENT 2

LAST NAME:		FIRST NAME:		MIDDLE NAME:
BIRTHDATE (MM/DD/YYYY)	SEX:	POSITION / DESIGNATION:		
SCHOOL / OFFICE ADDRESS:				
CONTACT NUMBER 1:	CONTACT NUMBER 2:		EMAIL ADDRESS:	
EDUCATIONAL ATTAINMENT (DEGREE TITLE) <i>enumerate from bachelor's degree up to doctorate degree</i>	TITLE OF THESIS / RELATED RESEARCH PROJECT			
SIGNATURE OF PROPONENT:				

PROPONENT 3

LAST NAME:		FIRST NAME:		MIDDLE NAME:
BIRTHDATE (MM/DD/YYYY)	SEX:	POSITION / DESIGNATION:		
SCHOOL / OFFICE ADDRESS:				DIVISION / REGION:

CONTACT NUMBER 1:	CONTACT NUMBER 2:	EMAIL ADDRESS:
EDUCATIONAL ATTAINMENT (DEGREE TITLE) <i>enumerate from bachelor's degree up to doctorate degree</i>	TITLE OF THESIS / RELATED RESEARCH PROJECT	
SIGNATURE OF PROPONENT:		

IMMEDIATE SUPERVISOR'S CONFORME

I hereby endorse the attached research proposal. I certify that the proponent/s has/have the capacity to implement a research study without compromising his/her office functions.

Name and Signature of Immediate Supervisor

Position / Designation : _____

Date: _____

Name and Signature of Immediate Supervisor

Position / Designation : _____

Date: _____

Name and Signature of Immediate Supervisor

Position / Designation : _____

Date: _____

ANNEX 2: Minimum Requirements of the Research Proposal

A. BASIC RESEARCH PROPOSAL TEMPLATE

- I. Introduction and Rationale
- II. Literature Review
- III. Research Questions
- IV. Scope and Limitation
- V. Research Methodology
 - a. Sampling
 - b. Data Collection
 - c. Ethical Issues
 - d. Plan for Data Analysis
- VI. Timetable / Gantt Chart
- VII. Cost Estimates
- VIII. Plans for Dissemination and Advocacy
- IX. References

B. ACTION RESEARCH TEMPLATE

- I. Context and Rationale
- II. Action Research Questions
- III. Proposed Innovation, Intervention, and Strategy
- IV. Action Research Methods
 - a. Participants and/or other Sources of Data and Information
 - b. Data Gathering Methods
 - c. Data Analysis Plan
- V. Action Research Work Plan and Timelines
- VI. Cost Estimates
- VII. Plans for Dissemination and Utilization
- VIII. References

ANNEX 3: Declaration of Anti-Plagiarism and Absence of Conflict of Interest

DECLARATION OF ANTI-PLAGIARISM

1. I, _____, understand that plagiarism is the act of taking and using another's ideas and works and passing them off as one's own. This includes explicitly copying the whole work of another person and/or using some parts of their work without proper acknowledgment and referencing.
2. I hereby attest to the originality of this research proposal and has cited properly all the references used. I further commit that all deliverables and the final research study emanating from this proposal shall be of original content. I shall use appropriate citations in referencing other works from various sources.
3. I understand that violation from this declaration and commitment shall be subject to consequences and shall be dealt with accordingly by the Department of Education and (insert grant mechanism).

PROPONENT: _____

SIGNATURE: _____

DATE: _____

PROPONENT: _____

SIGNATURE: _____

DATE: _____

PROPONENT: _____

SIGNATURE: _____

DATE: _____

DECLARATION OF ABSENCE OF CONFLICT OF INTEREST

1. I, _____, understand that conflict of interest refers to situations in which financial or other personal considerations may compromise my judgment in evaluating, conducting, or reporting research.¹
2. I hereby declare that I do not have any personal conflict of interest that may arise from my application and submission of my research proposal. I understand that my research proposal may be returned to me if found out that there is conflict of interest during the initial screening as per (insert RMG provision).
3. Further, in case of any form of conflict of interest (possible or actual) which may inadvertently emerge during the conduct of my research, I will duly report it to the research committee for immediate action.
4. I understand that I may be held accountable by the Department of Education and (insert grant mechanism) for any conflict of interest which I have intentionally concealed.

PROPONENT: _____

SIGNATURE: _____

DATE: _____

PROPONENT: _____

SIGNATURE: _____

DATE: _____

PROPONENT: _____

SIGNATURE: _____

DATE: _____

¹ Office of Ethics and Compliance, University of California, San Francisco, retrieved from <http://coi.ucsf.edu/>