



Department of Education
Region VI – Western Visayas
DIVISION OF AKLAN
Arch. Gabriel M. Reyes St., Kalibo, Aklan



June 25, 2018

DIVISION MEMORANDUM

No. 170, s. 2018

**CALL-UP FOR 2018 RESEARCH PROPOSALS TO BE FUNDED BY
BASIC EDUCATION RESEARCH FUND (BERF)**

To: Chief Education Supervisors
Education Program Supervisors
Public Schools District Supervisors
Principals/Head Teacher In-Charge of the District
Senior/Education Program Specialists
Public Elementary, Secondary and Integrated School Heads, Teachers
and Non-Teaching Personnel
All Others Concerned

1. This is to announce to the field that the Division Office for Planning and Research is now accepting research proposals to be funded by the Basic Education Research Fund (BERF) from June 25, 2018 to July 20, 2018. This is in accordance with DepED Order No. 16, s. 2017 entitled "Research Management Guidelines."
2. Please find attached Regional Memorandum No. 144, s. 2018, "CALL-UP FOR 2018 RESEARCH PROPOSAL TO BE FUNDED BY BASIC EDUCATION RESEARCH FUND" for specific details.
3. For additional reference, all concerned may refer to DepED Order No. 16, s. 2017.
4. In view of the foregoing, there will be a meeting of all proponents on July 4, 2018, 1:30 P.M. at the ASJ Hall, Division Office, Kalibo, Aklan.
5. Immediate and wide dissemination of this memorandum is enjoined.


Dr. SALVADOR O. OCHAVO, JR., CESO VI
Schools Division Superintendent

Enclosure: As stated

Reference: DepED Order No. 17, s. 2017

To be indicated in the Perpetual Index

Under the following subjects:

CURRICULUM MEETING RESEARCH

JRN/era

"May katawhayan ag kalipayan sa among mga escuelahan."



Department of Education
Republic of the Philippines
REGION VI - WESTERN VISAYAS
Division Office - Cebu

ED-11-20
Date

REGIONAL MEMORANDUM


No. 144 s. 2018

**CALL - UP FOR 2018 RESEARCH PROPOSALS TO BE FUNDED
BY BASIC EDUCATION RESEARCH FUND (BERF)**

TO: All Schools Division Superintendents

1. In accordance with DepEd Order No. 16, s. 2017 entitled "Research Management Guidelines", the DepEd RO VI through the Policy, Planning and Research Division (PPRD) is now accepting research proposals (*Applied Basic Research for Region, Divisions, Districts and Action Research for Schools*) to be funded by the Basic Education Research Fund (BERF) from June 6 - July 27, 2018.
2. The research topic/area should be taken from the National and Regional Research Agenda which could be downloaded at pprddedregion6.info website. Research proposals which are not anchored with the National or Regional Research Agenda will be automatically disregarded.
3. Research proposals should follow the *prescribed outline/format (Annex 1 of RO # 003, s. 2017)* attached in this memorandum.
4. Proponent/s along with his/her proposal should submit the following documents to their Schools Division Research Committee (SDRC) for evaluation using the rubrics in Annex 4 a and 4 b of DO 16, s. 2017, respectively.
 - a. Application Form with Endorsement of Immediate Supervisor,
 - b. Research Proposal,
 - c. Declaration of Anti-Plagiarism Form; and
 - d. Declaration of Absence of Conflict of Interest Form.
5. Only proposals with an average of seventy percent (70%) and above and endorsed by the SDRC will be accepted by the Regional Office, Policy, Planning and Research Division (PPRD). Division Offices should submit/forward the following:
 - a. Application Form with Endorsement of Immediate Supervisor,
 - b. Soft (preferably in CDs) and hard copies of Research Proposal,
 - c. Declaration of Anti-Plagiarism Form,
 - d. Declaration of Absence of Conflict of Interest Form; and
 - e. SDRC Evaluation Results Summary Form.

6. Research proposals shall be submitted to the Regional Office for the Department of Education, Division Office, for the Bureau of Education.
7. Research proposals shall be submitted to the Regional Office for the Department of Education, Division Office, for the Bureau of Education, Department of Education, Division Office, for the Bureau of Education, Department of Education, Division Office, for the Bureau of Education of the 2018 BERT grant.
8. For clarification and other inquiries, please call at 035-503-5001 and look for Mrs. Elise L. Suarez, Senior Education Program Specialist and Mrs. Elise L. Arana, Education Program Specialist II.
9. For information and compliance of all concerned.


MA. GEMMA M. LEDESMA, CESO V
 Director III
 Officer-in-Charge
 Office of the Regional Director

Encls. As stated

References: DepEd Order No. 16, s. 2017
 Regional Order No. 003, s. 2017

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

RESEARCH
 POLICIES

BASIC EDUCATION RESEARCH FUND

Appendix 1. Research Proposal Template

A. ACTION RESEARCH PROPOSAL TEMPLATE

- I. Introduction and Background
- II. Research Problem
- III. Research Questions
- IV. Scope and Limitations
- 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
- 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 Sources of Data and Information
 - b. Data Gathering Methods
 - c. Ethical Issues
 - d. Data Analysis Plan
- V. Action Research Work Plan and Timelines
- VI. Cost Estimates
- VII. Plans for Dissemination and Utilization
- VIII. References

RESEARCH TITLE	
SHORT DESCRIPTION OF THE RESEARCH	
RESEARCH CATEGORY (check only one) <input type="radio"/> Region <input type="radio"/> Schools Division <input type="radio"/> District <input type="radio"/> School ((check only one)) <input type="radio"/> Action Research <input type="radio"/> Basic Research	RESEARCH ADD-ON CATEGORY (check only one main research theme) <input type="radio"/> Teaching and Learning <input type="radio"/> Child Protection <input type="radio"/> Human Resource Development <input type="radio"/> Governance <input type="radio"/> (check up to one 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	TITLE OF THE RELATED RESEARCH PROJECT	

NAME	
DESIGNATION	
DATE	
SIGNATURE OF RESEARCHER	

IMMEDIATE SUPERVISOR'S ENDORSEMENT

I hereby endorse the attached research proposal. I certify that the proponent has 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: _____

100-443887-100

THE UNIVERSITY OF CHICAGO

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: _____

STATE OF TEXAS
DEPARTMENT OF EDUCATION

ORIGINAL CONTRACT FOR RESEARCH

1. I, _____, hereby declare that I am the author of the research and that I have not previously published the results of this research in any form, including but not limited to, articles, books, or other printed or electronic media, and that I have not previously submitted the results of this research for publication in any form, including but not limited to, articles, books, or other printed or electronic media.
2. I hereby agree to the terms of this research proposal and to publish the results of this research in the journal of the Department of Education. I further agree that all data and results of this research 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).

PROPOSER: _____

SIGNATURE: _____

DATE: _____

PROPOSER: _____

SIGNATURE: _____

DATE: _____

PROPOSER: _____

SIGNATURE: _____

DATE: _____

- I understand that I am responsible for the proper use of the funds provided for this project and for the proper management of the project. I will report to the research committee for immediate action.
3. Further, in case of any form of conflict of interest (financial or other) which may lead to any change during the conduct of my research, I will 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: _____

