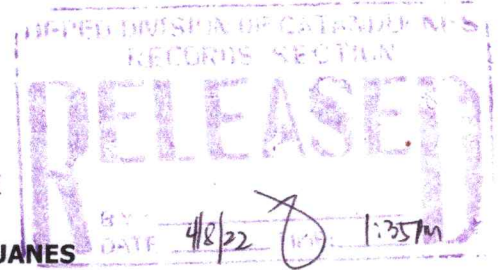




Republic of the Philippines
Department of Education
REGION V – BICOL
SCHOOLS DIVISION OFFICE OF CATANDUANES



April 08, 2022


DIVISION MEMORANDUM
No. 180, s. 2022

CALL FOR RESEARCH PROPOSAL FOR CY 2023

To: Assistant Schools Division Superintendent
Chief Education Supervisors
Education Program Supervisors
Public Schools District Supervisors/In-Charge of the District
Unit/Section Heads
Public Elementary and Secondary School Heads
School/District/Schools Division Research Committee
All other concerned

1. In support of the Department's thrusts towards evidence-based policy and decision-making process, the Regional Office V, through the Policy, Planning, and Research Division (PPRD) is calling for proposals for the **CY 2023 Basic Education Research Fund (BERF)**.
2. Teaching and non-teaching personnel from this Division are encouraged to submit their proposals to the School Research Committee (for school-level research) or to the District Research Committee (for district-level/division-level research) for indorsement to and pre-screening by the Schools Division Research Committee.
3. Attached is the Unnumbered Regional Memorandum dated April 04, 2022 Re: Call for Research Paper Proposal for CY 2023 with Enclosure 1: Preparation and Inclusion for Research Paper Proposal, and Enclosure 2: Format of the Cost Estimates and Financial Report.
4. For inquiries, please contact the SDRC Secretariat at 0933-440-7566 or at anjo.tugay@deped.gov.ph.
5. Immediate dissemination of and compliance to this Memorandum are directed.

By the Authority of the Schools Division Superintendent:


ATTY. NORLITO P. AGUNDAY JR.
Attorney III
Officer-in-Charge



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DepEd Tayo - Region V - Catanduanes



Republic of the Philippines
Department of Education
 REGION V - BICOL

DEPARTMENT OF EDUCATION
 RECORDS SECTION, REGIONAL OFFICE NO. 5
RELEASED
 003821
 By: [Signature] Date: 4/5/22

RECEIVED
 06 APR 2022
 [Signature]

Office of the Regional Director

MEMORANDUM

TO : Schools Division Superintendents
 Chiefs of the Functional and Support Divisions (FSDs), *this office*
 Public Elementary and Secondary School Heads
 Senior Education Program Specialist (SEPS) for Planning and Research
 All Others Concerned

FROM : 
 GILBERT T. SADSAD
 Regional Director

SUBJECT : CALL FOR RESEARCH PAPER PROPOSAL FOR CY 2023

DATE : April 4, 2022

RECEIVED
 Dept. d-Division of Comanduanes
 Office of the SDS
 Date: APR 06 2022
 Time: _____
 By: _____

In support of the Department's policy development process, research agenda, and policy and program development implementation, the Department of Education continues to promote and strengthen the culture of research in basic education. This strategy is built on the gains in evidence-based decision-making from various education reforms or initiatives to improve the research mechanisms.

In compliance with DepEd Order No. 16, s. 2017, on the implementation of the Research Management Guidelines, this office hereby announces the **Call for Research Paper Proposal for CY 2023** to all research enthusiasts in this department.

The submission for the Research Paper Proposal is now open for the BERF Facility Grant for CY 2023 and will commence from **April 5, 2022, to July 31, 2022.**

The Research Paper Proposal for Basic Research pre-screening evaluation must be submitted in eight (8) hard copies, while the SDRC (Schools Division Research Committee) evaluated Action Research Paper in two (2) hard copies to the **Policy, Planning, and Research Division (PPRD)**, the RRC Secretariat at DepEd Regional Office V, Rawis, Legazpi City. Moreover, attached are enclosures 1 and 2 re: Preparation and Inclusion for Research Paper Proposal and Format for the Cost Estimate and Financial Report

For further details and other concerns relative to this activity, please send an e-mail to pprd.rov@deped.gov.ph.

Widest dissemination of this memorandum to all concerned is desired

rtb/hrm



Enclosure 1: PREPARATION AND INCLUSION FOR RESEARCH PAPER PROPOSAL

BASIC RESEARCH	ACTION RESEARCH
PARTS	
SDS Endorsement	SDS Endorsement
Annex 1: Research Proposal Application Form and Endorsement of Immediate Supervisor	Annex 1: Research Proposal Application Form and Endorsement of Immediate Supervisor
Annex 3: Declaration of Anti-Plagiarism and Absence of Conflict of Interest	Annex 3: Declaration of Anti-Plagiarism and Absence of Conflict of Interest
Declaration of Absence of Conflict of Interest	Declaration of Absence of Conflict of Interest
Body of Research: Introduction and Rationale	Annex 4.a Individual Schools Division Research Committee (SDRC) Ratings a. CID Chief b. SGOD Chief c. SEPS for Planning and Research d. Finance Unit
Literature Review	Body of Research: Context and Rationale
Research Questions	Action Research Questions
Scope and Limitation	Proposed Innovation, Intervention, and Strategy
Research Methodology: a. Sampling b. Data Collection c. Ethical Issues d. Plan for Data Analysis	Research Methods: a. Participants and/or Other Sources of Data and Information b. Data Gathering Methods c. Data Analysis Plan
Timetable/Gantt Chart	Work Plan and Timelines
Cost Estimates	Cost Estimates
Plans for Dissemination and Advocacy a. Training Design b. Work Plan c. M&E Tool	Plans for Dissemination and Advocacy a. Training Design b. Work Plan c. M&E Tool
References	References
Research Questionnaire/s	Research Questionnaire/s
FORMATTING	
Margin	Left side (1.5in) Right side (1.0in) Top and Bottom (1.0in)
Font Size	Arial 12
Number of Lines per page	23 lines
Size of Paper	Short bond paper

97

Enclosure 2: FORMAT FOR THE COST ESTIMATES AND FINANCIAL REPORT

A. COST ESTIMATE FORMAT

ACTIVITY	DESCRIPTION	QUANTITY	UNIT PRICE	TOTAL AMOUNT

Descriptions:

1. **ACTIVITY:** List of specific activities to conduct in the entire duration of the research activity implementation as reflected in the Work Plan/Gnatt Chart/Timeline.
2. **DESCRIPTION:** Write/list the actual purchase/s (supplies and materials, foods, fare for domestic travel etc.)
3. **QUANTITY:** Refers to the needed actual number of purchase/s
4. **UNIT PRICE:** The actual market price per piece of the purchased item/s
5. **TRAVEL:** Support with Travel Order (TO), Certificates of Appearance (CA) and RERs
6. **MEALS:** Support with Official Receipts and Attendance Sheet from the end-users/participants and respondents.

B. FINANCIAL REPORT FORMAT

ACTIVITY	CASH-OUT	BALANCE
Sample Computation		
BASIC EDUCATIONAL RESEARCH FUND(BERF)		Php 70,000.00
1. Crafting and preparation of the research paper proposal	Php 2,500.00	Php 67,500.00
2. Travel to RO V for the submission of revised research paper for evaluation	Php 1,000.00	Php 66,500.00

8