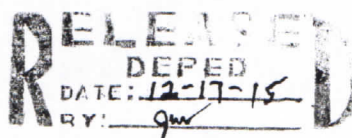


Republic of the Philippines



Region I
DIVISION OF CITY SCHOOLS
Dagupan City



DIVISION MEMORANDUM

No. 99 s. 2015

To: All Elementary and Secondary School Heads
Teaching and Non-teaching personnel
All Others Concerned

From: 
FROSERRINA J. BRAVO
Schools Division Superintendent

Subject: Call for Basic Education Research Proposals

Date: December 17, 2015

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1. The DepEd-Dagupan City fully support the conduct of basic education researches in all areas in the Division.
 2. The call for proposals is open to the 47 action research writers/ proponents and **all other interested teaching and non-teaching personnel / employees** who meet the eligibility requirements, are encouraged to submit **immediately** for possible BERF funding (**pls see attached excerpt of Deped Order No. 43 s. 2015 on BERF Re: Eligibility Requirements Internal to DepEd**).
 3. Please be advised to submit **immediately the hard copy** at the Policy, Planning and Research Division, DepEd Regional Office No. 1, City of San Fernando, La Union, research proposals for review, evaluation and approval by the Regional Research Committee (**please see attached Regional Memorandum dated December 1, 2015**). Likewise, furnish a copy of the said proposals to the Division Office for file/information purposes.

3.2 Internal to DepEd:

All regular employees, teaching and non-teaching organic personnel of the DepEd National Office, regions, divisions and schools are eligible to avail of the research fund provided they meet the following eligibility criteria:

1. Regular/Permanent teaching and non-teaching personnel of the Department of Education;
2. Ages of proponent should be between 21 to 60 years of age;
3. Salary Grade of at least 11;
4. Proponent should have no pending administrative case;
5. A research proponent can only avail of the grant once a year; and
6. The maximum research team members shall not exceed three.

VI. Non-Eligible Activities and Expenditures

The research fund shall be utilized for the following activities:

1. implementation of the approved research proposals, and
2. results dissemination.

The implementation of approved research proposals to be funded under BERF which will be undertaken by a DepEd personnel at all levels shall be guided by the existing auditing and accounting rules and regulations. Specifically, the research fund shall not be used for the following expense items:

1. equipment;
2. software;
3. salary, overtime pay and honorarium for resource persons, statisticians, and other provider of services;
4. utilities;
5. office rental;
6. all overseas travel and all items not included in the approved research proposal.

The selection and engagement of external research institutions or service providers will be governed by the regular Government Procurement Process as provided in R.A Act 9184. Also, the utilization of awarded research fund shall be guided by the details of the approved research proposal and the terms and conditions under a Memorandum of Agreement (MOA) which shall be executed prior to the start of implementation. No approved research proposal shall be implemented without a signed MOA by both parties. Government accounting and auditing rules and regulation shall also apply in this kind of research initiatives.

Research funds that will be managed by the national office may also be utilized for the following:

1. capacity building of the evaluators of research proposals and fund managers, from the National and regional offices, on the different stages of the research process;
2. development of a database system for education research;
3. periodic monitoring of research implementation;
4. development and publication of research journals and bulletins of DepEd initiated research;



DepED
DEPARTMENT OF EDUCATION

Region I
City of San Fernando, La Union

RECEIVED BY
COMMUNICATIONS SECTION

MEMORANDUM

TO: ALL SCHOOLS DIVISION SUPERINTENDENTS

FROM: ALMA RUBY C. TORIO
OIC, Office of the Regional Director

SUBJECT: Call for Basic Education Research Proposals

DATE: December 1, 2015

The Department of Education is continuing its initiative towards strengthening evidence-based policy development and decision-making through the conduct of research studies by proponents from the regional, schools division offices and public elementary and secondary schools. The research studies shall focus on action researches and basic and applied researches.

The objective is to promote the culture of research and utilize the research fund for research projects anchored on the following areas:

1. Improving Access to Education;
2. Improving the Quality of Education; and
3. Improving Governance.

In connection with this, all DepEd employees who meet the eligibility requirements as stipulated in DepEd Order No. 43, s. 2015 entitled, "Revised Guidelines for the Basic Education Research Fund (BERF)," are advised to submit immediately at the Policy, Planning and Research Division, DepEd Regional Office No. 1, City of San Fernando, La Union, research proposals for review, evaluation and approval by the Regional Research Committee.

For those whose research proposals will be approved by the Regional Research Committee shall be granted support fund. The said fund shall come from the Basic Education Research Fund (BERF) which was downloaded to the Regional Office.

Participation to all concerned is enjoined.