



Republic of the Philippines  
Department of Education  
NATIONAL CAPITAL REGION  
SCHOOLS DIVISION OFFICE OF MUNTINLUPA CITY

Office of the Schools Division  
Superintendent

FEB 08 2023

**MEMORANDUM**

**No. 042, s.2022**

**2023 CALL FOR THE SUBMISSION OF RESEARCH PROPOSALS  
AND INTERIM GUIDELINES**

To: OIC – Assistant Schools Division Superintendent  
Chief Education Supervisor, Curriculum Implementation Division  
Chief Education Supervisor, School Governance and Operations Division  
Public Elementary and Secondary School Heads/OICs  
All Others Concerned

1. This is with reference to **Regional Memorandum No. 058 s. 2023**, dated **January 26, 2023**, on the above-captioned title, contents of which are self-explanatory, for the information and guidance of all concerned.
2. Particular attention is invited to paragraphs 1, 2, 3, and the enclosures of the aforementioned issuance.
3. The deadline for the uploading or submission of the evaluated research proposals to the Division Office by the Schools Research Committee (SRC) is on February 15, 2023, through this link: <https://bit.ly/M07-2023-BERF-PROPOSAL>.
4. For any queries and clarification, kindly contact Ms. Phoebe R. Arroyo, Senior Education Program Specialist-Planning and Research Section of the School Governance and Operations Division (SGOD) at 8829-23-08 loc. 120 or via an e-mail address, [sdomuntinluparesearch002@deped.gov.ph](mailto:sdomuntinluparesearch002@deped.gov.ph).
5. Immediate and wide dissemination of this Memorandum is desired

  
**CARLEEN S. SEDILLA CESO V**  
Schools Division Superintendent

Encl: As stated  
Reference: As stated  
To be indicated in the Perpetual Index  
Under the following subjects:

RESEARCH      POLICY      GUIDELINES

PRA/2023 CALL FOR THE SUBMISSION OF RESEARCH PROPOSALS AND INTERIM GUIDELINES  
042 /February 2, 2023

NUM-2023-042



 Student Center for Life Skills Bldg., Centennial Ave, Brgy Tunasan,  
Muntinlupa City  
 (02) 805-9935, (02) 805 - 9940  
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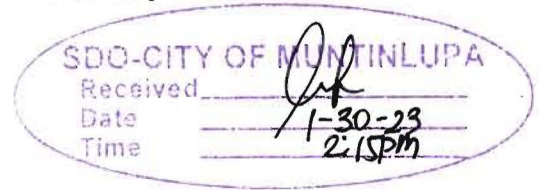
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| DEPARTMENT OF EDUCATION - NCR |       |
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| RECORDS SECTION, DEPED NCR    |       |
| JAN 27 2023                   |       |
| BY:                           | DATE: |
| DNCR-F-ORD-034/R0/01112019    |       |

January 26, 2023

**REGIONAL MEMORANDUM**

No. 058, s. 2023

**To:** Schools Division Superintendents  
Functional Division Chiefs  
Schools Division Research Committee  
All Others Concerned



**2023 CALL FOR THE SUBMISSION OF RESEARCH PROPOSALS  
AND INTERIM GUIDELINES**

1. Pursuant to DepEd Order no. 16, s. 2017 re: Research Management Guidelines, this Office, through the Policy, Planning and Research Division (PPRD) in collaboration with the Regional Research Committee (RRC) hereby calls for the submission of BERF 2023 research proposals starting **January 26 to February 26, 2023**. All 16 Schools Division Offices (SDOs) are requested to submit a maximum of five (5) research proposals per SDOs.
2. The Schools Division Research Committee (SDRC) through the Division Research Coordinator (DRC) shall ensure that the research proposals to be submitted have been pre-evaluated pursuant to Research Management Guidelines (RMG) and interim guidelines.
3. The deadline of submission of the pre-evaluated research proposals to the Regional office by the DRC is on **February 26, 2023** by uploading it in the online drive and encoding in the BERF master list which both will be indicated in a separate issuance.
4. Attached are the enclosures for your information and guidance: (a) Interim Guidelines, (b) Regional Research Priorities, (c) Reconstituted RRC and TWG.
5. For queries and clarifications, please contact your Division Research Coordinator or Mr. Vergel Jairus J. Emas, Regional Research Coordinator through this email: [research.ncr@deped.gov.ph](mailto:research.ncr@deped.gov.ph).
6. Immediate dissemination of and compliance with this Memorandum are earnestly desired.

**WILFREDO E. CABRAL, CESO III**  
Regional Director

References: DO 16 s. 2017 RMG

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

RESEARCH

BASIC EDUCATION RESEARCH FUND

RESEARCH PROPOSAL

PPRD/JAI - 2023 Call for The Submission of the Basic Education Research Fund (BERF) 2023 Research Proposals and Interim Guidelines

January 26, 2023



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**Enclosure 1**

**Interim Guidelines on Basic Education Research Fund 2022 Cycle**

1. The Policy, Planning and Research Division shall release the Regional Memorandum for the reconstitution of Regional Research Committee (RRC) and call for BERF 2023 research proposals aligned with DepEd-NCR 2023 Regional Research Priorities.
2. Interested researchers must prepare a maximum of 10 to 12 pages of research proposals using the proposal template and submit them to the DRC. Downloadable forms/templates can be accessed through this link **[bit.ly/BERFForms](https://bit.ly/BERFForms)**.
  - 1.1 Checklist for BERF Proposal
  - 1.2 Research Application Form v2
  - 1.3 Basic Research Proposal Template
  - 1.4 Action Research Proposal Template
  - 1.5 Declaration of Anti-Plagiarism
  - 1.6 Declaration of Absence of Conflict of Interest
  - 1.7 Research Priorities

Note: *Ensure to use the correct template*
3. The DRC will be given access to the link, **[bit.ly/NCRBERFChecklist](https://bit.ly/NCRBERFChecklist)**, for the following forms to be utilized in the initial screening of submitted proposals and criteria checklist to be communicated to SDRC research evaluators:
  - a. Checklist for Initial Assessment of Research Proposals (for secretariat use only),
  - b. Scoring Checklist for Appraising Basic Research Proposals (for SDRC research evaluators), and
  - c. Scoring Checklist for Appraising the Action Research Proposals (for SDRC research evaluators).
4. The DRC shall consolidate and submit the results of the SDRC evaluation who achieved a minimum score of 70% for endorsement to PPRD secretariat by:
  - (a) creating an individual folder for each researcher in the specific Division folder; Action Research or Basic Research, using this folder name format: LastName\_Action for action research proposal or LastName\_Basic for basic research proposal,
  - (b) Uploading the research proposal and application form of each researcher in their individual folders using this file name: LastName\_Proposal and LastName\_Application,
  - (c) completion of the filling up the Google Sheet master list based on the content of the Research Application Form, and
  - (d) uploading of letter of endorsement from the Division.

The online drive and online BERF master list will be locked on February 26, 2023, at exactly 12MN and completion of letter a, b, and c will be strictly



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monitored and non-compliance will not be included in the evaluation of the RRC.

5. Regional Office personnel submission of research proposals and Research Application Form signed by the Functional Division Chiefs or Unit Heads, shall be sent to this email address: [research.ncr@deped.gov.ph](mailto:research.ncr@deped.gov.ph) on or before February 26, 2023, 12MN. Non-compliance of the completeness of submission will not be included in the evaluation of the RRC.
6. The PPRD secretariat will do the initial evaluation. Then the RRC TWG together with the PPRD secretariat will do the committee evaluation using the following criteria:
  - a. alignment to Basic Education Development Plan Priorities, PRIME NCR directions, and Regional Research Priorities;
  - b. eligibility of research expenses and ethical considerations;
  - c. completeness and accuracy of the submitted requirements using the prescribed forms (eligible expenses, declaration of anti-plagiarism, informed consent, etc.);
  - d. detailed and clear discussion of the background of the study, framework, methodology, deliverables and plans for dissemination and utilization;
  - e. timeline;
  - f. budget consideration for BERF 2022 Research Cycle.
7. All approved research proposals by the RRC will be included in the Regional Memorandum with the list of BERF 2023 grantees and will be asked to attend the Orientation for BERF Grantees tentatively scheduled on March 18, 2023. Moreover, comments and revisions on approved research proposals will be incorporated into the master list which the DRC will forward to the BERF grantees and provide technical assistance on its incorporation and implementation. Letter of disapproval will be uploaded in each division's online drive, on or before March 24, 2023. Disapproved research can still be resubmitted on the next BERF cycle or to the Division whenever fund is available.
8. Researchers may start implementing their research after the release of the memo on the approved BERF grantees. Researchers who will opt out of the implementation shall send a letter to the RRC with an explanation a week after the release of the memorandum. Researchers who will opt out after receiving a fund needs to write a letter of explanation and refund to the CASH Unit of DepEd-NCR, and give a copy of the letter and receipt to the PPRD secretariat.
9. To facilitate the release of funds, grantees shall submit their deliverables to their Division Research Coordinator which will be uploaded in the division Google Drive. The DRC will verify the incorporation of comments and suggestions of the RRC and SDRC before uploading in the division Google Drive. The PPRD secretariat together with the RRC will review the content before the issuance of the letter of acceptance.



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Submission of the deliverables as indicated below will serve as liquidation documents.

**Basic Research**

**1<sup>st</sup> Tranche for Basic Research (Region/Division):**

- a. Inception Report or Work Plan
- b. Data Collection Instruments
- c. Certificate of Acceptance for the deliverables
- d. Copy of MOA

**2<sup>nd</sup> Tranche for Basic Research (Region/Division):**

- a. Data Collection Activities
- b. Data Analysis
- c. Initial Findings
- d. Certificate of Acceptance for the deliverables
- e. Copy of MOA

**Last Tranche for Basic Research (Region/Division):**

- a. Final Report
- b. Certificate of Acceptance from the National or Regional Research Committees
- c. Copy of MOA

**Action Research**

**1<sup>st</sup> Tranche for Action Research (Region/Division/School/CLCs):**

- a. Work Plan
- b. Certificate of Acceptance for the deliverables
- c. Copy of MOA

**Last Tranche for Action Research (Region/Division/School/CLCs):**

- a. Final Report
- b. Certificate of Acceptance from the National or Regional Research Committees
- c. Copy of MOA

**Note to the BERF grantee for the final report:** The BERF 2023 completers shall submit their revised final output with the liquidation report to the SDRC in soft copy (Word and PDF Format). In addition, three hard copies of the revised final output (school, division, region).

10. The PPRD secretariat and SGOD secretariat shall track progress of all approved research based on the approved work plan and timeline. The DRC shall monitor the implementation of the work plan of each researcher and update the template that will be given by the PPRD



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secretariat. They should provide technical assistance as needed for the progress monitoring of each researcher. The RRC and SDRC will conduct random visits to the locations of research and discuss with the researchers the status of their research.

11. The proponent/s will be given a maximum of six (6) months for action research (March to August 2023) and one year for basic research (March to February 2024) to conduct the study based on the approved work plan/timeline of activities. Provision of changes and extensions shall be communicated to the PPRD secretariat for the approval of RRC.



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**Enclosure 2**

**DepEd NCR Research Priorities**

**RESEARCH PRIORITIES**



**ACCESS**

1. Typology of At-risk Learners in School (all key stages)
2. Tracer study on SL, DO, Completers (Gr. 6, 10, & 12, ALS etc.)
3. Effective Child Mapping Strategies
4. Strategies for Keeping Learners Schooling
5. Improving interest, motivation, and performance of At-risk learners
6. Ethical Considerations on implementing DORP and Access-related initiatives
7. TNA of DORP Implementers in the SDO/Schools and Learning Centers
8. Policy Analysis/ Assessment on DORP Guidelines, MISOSA, ADM and OSHP
9. Practices on improving access in kindergarten
10. Utilization of CBMS in Child Mapping of Incoming five years old and OOSCs and OOSAs
11. Track on SPED & ALS learners
12. Tracking of OSC, OSY, & OSA per barangay
13. Kindergarten Catch Up Education Program (KCEP)
14. Promoting Kindergarten Readiness and Registration: Basis for CityWide Partnership in Intensifying KCEP
15. Quarterly Tracking of LARDO
16. Home Visitation Effectiveness Towards M&E Tool Among Parents and Learners

**EQUITY**

1. Learning Materials for learners with Special Needs
2. Instructional Practices in Inclusive Education
3. Implementation of Gender-sensitive curriculum in Basic Education
4. Gender Responsive Education
5. Evaluation of GAD-related activities in schools and field offices
6. SPED Teacher amid Pandemic
7. Inclusive Learning Environment
8. Collaborative practices of Specialized Professionals and Institution in Inclusive Education
9. Why are males underperforming in participation and learning standards?
10. Level of awareness and practices of learners, teachers. Parents and school administrators on gender-sensitive schools
11. Tracking in Teacher's Training on Reading Assessment
12. Spiraling of the Curriculum
13. Mother Tongue in Mathematics
14. Flexibility on the submission of Outputs (low performance of the students in ALS, spotty attendance)
15. Effectiveness of Portfolio Assessment in ALS Program
16. Enhance life skills of ALS learners in all levels Assessment of Livelihood program for ALS Learners
17. Include SPED learners into different school activities (opp of SPED learners to socialize)
18. Participation of SPED Learners in Curricular Activities
19. Teaching Strategies of Non-SPED Teachers in Handling Learners with Special Needs



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## RESEARCH PRIORITIES



### QUALITY

1. Innovation, Intervention, and Strategies towards the improvement of literacy among early grades, academically at-risk learners, and disadvantaged learners
2. Effectiveness of blended learning and pure online learning modalities
3. Assessment and evaluation of learning outcomes
4. Innovation, Intervention and Strategies towards the improvement of numeracy
5. Effectiveness of MTB-MLE on improving learning outcomes, including a longitudinal analysis of learners' performance (i.e., NAT grade 6 and grade 10) by the language of instruction at the early grades
6. Tracking in Teacher's Training on Reading Assessment
7. Spiraling of the Curriculum
8. Mother Tongue in Mathematics

### RESILIENCY & WELL-BEING

1. Reproductive Health Education
2. Integration of comprehensive sexual education (CSE) in the curriculum
3. Awareness of Children in STD, Sexual Harassment, VAWC and other related laws, pressing issues and concerns
4. Negative effects of social media and online games in learning
5. Addressing issues on cyberbullying
6. Study on bullying in schools to understand why it is higher in the Philippines in comparison with all the rest of PISA 2018 countries
7. Case studies on the effects of computer games and other cyber activities to learners
8. Establishing Safe Online Learning Environment
9. Positive Discipline at Home and in School and learning Centers
10. Profiling of School Leavers
11. Children Mapping Strategies (school-age and not in school/out of school)
12. Alternative Learning System Initiatives
13. Implementation of Early Registration in capturing school leavers
14. Profiling of Drop-out and At-risk of Dropping out
15. Implementation of Drop Out Reduction Strategies
16. Development of DORP Interim Guidelines in different levels of governance
17. School Children engaged-in Labor
18. Profile of in school children who are engaged in labor
19. Flexible Learning Options and other strategies to educate them and complete education
20. Prevalence of Cases of Child abuse and bullying
21. Child's right
22. Child protection
23. Learners' academic performance under bullying
24. LGBTQIA+ inclusion
25. Review on the implementation of DRRM
26. School Preparedness in times of Calamity
27. Learners Readiness at home
28. Institutionalization of Mental Health & Psychosocial
29. Support (MHPSS) program for teachers and learners
30. Stress management
31. Coping mechanism
32. Referral system
33. Feeding program
34. Academic Performance of learners with nutritional problems



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## RESEARCH PRIORITIES



### GOVERNANCE

1. Impact of school improvement plans on learning outcomes
2. Analysis of parental engagement to support access and quality learning outcomes-includes addressing low enrollment in kindergarten
3. Assessment of Regional and Division Education Plans
4. Challenges in the overlapping of activities across level of governance
5. Level of involvement of stakeholders in education planning
6. Utilization of research findings in long- and short-term plans
7. Public Expenditure Review-to determine efficiency and effectiveness of education delivery
8. Allocation of funds to priority programs
9. Challenges in managing financial obligations in Schools and Learning Centers
10. Monitoring System of expenditures in education
11. Impact of government subsidies to teachers and learners
12. Management of Partnerships
13. Analysis of the SHS tracks- to determine effectiveness to support learner's success in the next level of engagement
14. Leadership and Management competencies of School Heads and Administrators amid New Normal
15. Assessment of SBM Level of Practice
16. Monitoring and Evaluation of School Programs
17. Depth review of the adequacy of the current language policy
18. Career Mapping of SHS Graduates
19. Satisfaction Survey in the Governance of Basic Education
20. Analysis of customer satisfaction survey in offices
21. Assessment of the Regional Policy-Operation
22. Integration for Quality to be conducted by the FTAD for FY 2023
23. Disaster Preparedness and Mitigation Practices for the Big One, Super typhoon and Pandemic
24. Implementation of Minimum Public Health Standard
25. Analysis of the education system's resilience to environmental changes and shocks
26. Mobilization and utilization of DRRM Resources
27. Extent of Stakeholder's support to DRRM in schools
28. Practices of Schools in Ensuring Readiness of Teachers and Learners to Possible Surge of Covid-19
29. Implementation of Service Continuity Plans for Disasters
30. Utilization of technology-enabled monitoring tools in times of disaster in schools
31. Designs of Schools, Classroom, Offices and furniture for Disaster prone areas



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**Enclosure 3**

**Reconstituted Regional Research, Committee (RRC) Members**

Adviser: **Wilfredo E. Cabral, CESO III**  
Regional Director  
Chairperson: **Rita E. Riddle**  
SDS and Concurrent OIC  
Office of the Assistant Regional Director  
Co-Chair: **Warren A. Ramos**  
Chief of Policy, Planning and Research Division

Members  
**Jennifer F. Vivas**  
Chief of Curriculum and Learning Management Division  
**Crisanto A. Ecija**  
Chief of Education Support Services Division  
**Hajji R. Palmero**  
Chief of Human Resource Development Division  
**Angelita P. Cornejo**  
Chief of Quality Assurance Division  
**Roger R. Morillos**  
Chief of Field Technical Assistance Division

**RRC Technical Working Group**  
(as recommended during the 1<sup>st</sup> Senior Staff Meeting by the Office Head)

**Arnold C. Gatus**  
Education Program Supervisor, CLMD  
**Roland D. Montes**  
Education Program Supervisor, CLMD  
**Joey B. San Buenaventura**  
Supervising Administrative Officer, FD  
**Atty. Joylyn P. Dulnuan**  
Chief Administrative Officer, ASD  
**Marina C. Espino**  
Education Program Supervisor, QAD  
**Rhea B. Eden**  
Education Program Supervisor, HRDD  
**Leah Ailah C. Vicencio**  
Education Program Specialist II, HRDD  
**Gina L. Cruz**  
Senior Education Program Specialist, ESSD  
**Maria Laarni Carla C. Paranis**  
Education Program Specialist, FTAD  
**Atty. Annaliza G. Esperanza**  
Attorney IV

**PPRD Secretariat**



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