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Republic of the Philippines
Department of Education
NATIONAL CAPITAL REGION

SCHOOLS DIVISION OFFICE OF MUNTINLUPA CITY

Office of the Schools Division
Superintendent

JAN 29 2026

MEMORANDUM
No. 041, s.2026

**CALL FOR THE SUBMISSION OF 2026 RESEARCH PROPOSALS FOR THE
BASIC EDUCATION RESEARCH FUND (BERF)**

- To: 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. Attached is Regional Memorandum No. 059 s. 2026 dated January 19, 2026, 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 3, 4, and the enclosures of the aforementioned issuance.
 3. The deadline for submission or uploading of the evaluated research proposals to the Division Office by the Schools Research Committee (SRC) is on or before February 20, 2026, through this link <https://bit.ly/M07-2026-BERF-PROPOSAL>.
 4. The file names should follow these formats:
Checklist for BERF Proposal : Checklist_LastName_FirstName
Research Application Form : Application_LastName_FirstName
Action/Basic Research Proposal : Proposal_LastName_FirstName
Declaration of Anti-Plagiarism : Anti-Plagiarism_LastName_FirstName
Declaration of Absence of Conflict of Interest : Absence_LastName_FirstName
Free Plagiarism Checker Report : Checker_LastName_FirstName
 5. 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.

041

NUM-2026-041



Student Center for Life Skills Bldg., Centennial Ave., Brgy Tunasan, Muntinlupa City
84237560, 84237561, 84237562
sdo.muntinlupa@gmail.com
deped-muntinlupa.com

041



Republic of the Philippines
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SCHOOLS DIVISION OFFICE OF MUNTINLUPA CITY

6. Immediate and wide dissemination of this Memorandum is desired


VIOLETA M. GONZALES CESO VI
Assistant Schools Division Superintendent
Officer-in-Charge
Office of the Schools Division Superintendent

Enclosure: as stated
References: as stated
To be indicated in the Perpetual Index
under the following subjects:

GUIDELINES

POLICY

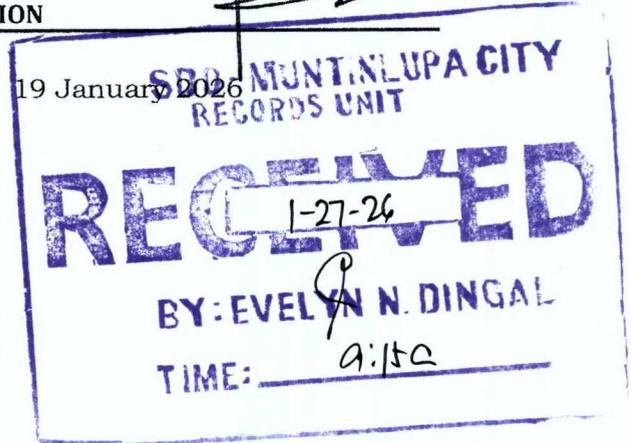
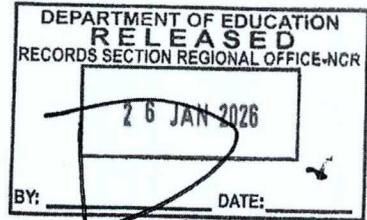
RESEARCH

PRA/DM/Call for the Submission of 2026 Research Proposals for the Basic Education Research Fund (BERF)
041 /January 27, 2026

5600



Republic of the Philippines
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REGIONAL MEMORANDUM

No. 059, s. 2026

To: Assistant Regional Director
Functional Division Chiefs
Schools Division Superintendents
All Others Concerned

**CALL FOR THE SUBMISSION OF 2026 RESEARCH PROPOSALS
FOR THE BASIC EDUCATION RESEARCH FUND (BERF)**

1. In accordance with DepEd Order no. 16, s. 2017 re: Research Management Guidelines (RMG), and DepEd Order no. 026, s. 2021 re: Amendment to DepEd Order no. 16, s. 2017, this Office, through the Policy, Planning and Research Division (PPRD), and the Regional Research Committee (RRC) calls for the submission of research proposals for the BERF 2026 cycle.
2. This aims to gather relevant research from the field to evidence-based decision-making, policy and program development and implementation, and to further strengthen the Department's culture of research.
3. Interested researchers may access the templates and forms through this link: bit.ly/NCRBERFForms under BERF Forms folder and shall submit proposals to their respective Research Coordinators for evaluation. Refer to DO no. 16, s. 2017 for detailed guidelines. Start of uploading of pre-evaluated research proposals by the Division Research Coordinators (DRCs) in the BERF Progress Monitoring Mechanism (BPMM) – <http://research.depedncr.com> is on **February 10, 2026** and the last day of uploading is on **March 3, 2026, 1:00 PM**.
4. Please refer to the following enclosures for your information and guidance:
 - (1) Interim Guidelines; and
 - (2) Regional Research Priorities and Suggested Research Topics
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.



Address: 6 Misamis St., Bago Bantay, Quezon City
Email address: ncr@deped.gov.ph
Website: depedncr.com.ph



PPRD



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6. Immediate dissemination of and compliance with this Memorandum is earnestly desired.

JOCELYN DR. ANDAYA
Regional Director, NCR
concurrent Officer-in-Charge
Office of the Assistant Secretary for Operations

Encl.: as stated

References: DO 16, s. 2017 and DO 026, S. 2021

To be indicated in the Perpetual Index
RESEARCH EDUCATION

PPRD/JAI – Call for the Submission of 2026 Research Proposals for the Basic Education Research Fund (BERF)

January 20, 2026



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Enclosure 1

Interim Guidelines on the 2026 Basic Education Research Fund

1. Eligibility and Memorandum of Agreement

- (a) Interested researchers should be a regular/permanent, teaching, teaching-related, and non-teaching personnel of DepEd region, division, and schools,
- (b) Certificate of No Pending Case must be provided, and the signed Memorandum of Agreement must be submitted not later than April 16, 2026 to be eligible to receive funding. Qualifiers who failed to submit the MOA will be removed from the approved list of qualifiers.

2. Number of Research Submissions and Timeline

Each Division may submit a maximum of two (2) Action Research (AR) proposals and one (1) Basic Research (BR) proposal. Submission of additional AR proposals in replacement of BR proposals shall not be allowed.

Maximum Timeline:

Action Research: from May to October 2026 only

Basic Research: from April to March 2027 only

Suggested General Activities:

May: Preparation and Writing of research

June to September: Implementation

September to October: Interpretation, Finalization and Completion

Be specific in writing your timeline from preparation to dissemination in your proposal.

3. Interested researchers must prepare a maximum of 10 to 12 pages of research proposals using ONLY the proposal template and submit them to the DRC. Forms and templates can be accessed through this link bit.ly/NCRBERFForms under BERF Forms folder using DepEd email:

- 1.1 Checklist for BERF Proposal
- 1.2 Research Application Form
- 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 Scoring Checklist for Appraising Basic Research Proposals (for Research Committee Evaluators), and
- 1.8 Scoring Checklist for Appraising the Action Research Proposals (for Research Committee Evaluators).

Note: Inability to use the correct form/template will be a cause for an immediate disapproval

4. Cost Estimates and Tranches

- (a) Cost estimates should be detailed



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e.g.:

Activity	Eligible Expenditures	Quantity	Cost
1. Meals for the FGD	Lunch	25 pax x Php250	Php 6,250.00
	PM Snacks	25 pax x Php70	Php1,750.00
2. Purchase of supplies and materials	Supplies and Materials	2 reams of bond papers x Php400 = Php800.00 10 pcs of envelope x Php10.00 = Php100.00	Php900.00
Total			Php8,900.00

(b) Cost estimates may be adjusted, slashed and can be a reason for research proposal disapproval

(c) Refer to the RMG for eligible and non-eligible expenses

(d) Tranches

Action Research costs and tranches can either be:

- (1) Php5,000.00 to Php30,000.00 – Two (2) Tranches, or
- (2) Php4,999.00 and below – One (1) Tranche

Basic Research costs and tranches can be:

- (1) School Research: Php5,000.00 to Php30,000.00 – Two (2) Tranches,
- (2) District/Division/Region: Php5,000.00 to Php150,000.00 – Three (3) Tranches, and
- (3) Php4,999.00 and below – One (1) Tranche

5. All research proposals from the Schools, Division, and Region are for evaluation and not automatically approved. Evaluation will be based on the completeness of documentary requirements, Scoring Checklist results, and research implementation prioritization that is anchored in this fiscal year's Regional Research Priorities. Incomplete documentary requirements will not be included for the selection of RRC. Below are the list of documentary requirements for submission to the RRC.

Documentary Requirements in PDF format	Persons-in-Charge
Checklist for BERF Proposal	Lead Researcher, DRC
Research Application Form	Researchers, Immediate Supervisor
Action/Basic Research Proposal	Researcher/s
Declaration of Absence of Conflict of Interest	Researcher/s
Declaration of Anti-Plagiarism	Researcher/s
Free Plagiarism Checker Report (showing the status of plagiarism in the submitted research proposal)	Researcher/s
Scoring Checklist for Appraising Action/Basic Research Proposals	Division Research Coordinator/ Schools Division Research Committee

6. Interested Regional Office Personnel (ROP) shall submit their research proposals to PPRD through this email: research.ncr@deped.gov.ph until March 3, 2026. Research Application Form shall be signed by the Functional Division Chiefs or Unit Heads.



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7. Interested Division Office Personnel or School Personnel shall submit to their Schools Division Research Committee (SDRC) and School Research Committee (SRC) for the schools with SRC on the date that they have specified.

8. Only research proposals that met the minimum score of 70% shall be considered. All documentary requirements shall be accomplished and signed. Documents without signatures are automatically disapproved.

9. Uploading in the system will start on February 10, 2026 and will close on March 3, 2026, 1PM. Once the system closes, proposals cannot be uploaded. Only research coordinators with system account can upload research proposals. Access this link to upload: <http://reserch.depedncr.com>.

10. The Division Research Coordinators (DRCs) shall upload research proposals that met the minimum score of 70%. All documentary requirements must be signed, accomplished and uploaded separately in the system, DO NOT combine in one file.

11. The PPRD secretariat will do the initial evaluation, while the RRC together with the PPRD secretariat will do the committee evaluation using the following criteria:

- completeness of documentary requirements using the correct forms/templates, and encoding in the BPMM,
- alignment to the Regional Research Priorities,
- eligibility of expenditures,
- ethical considerations,
- detailed and clear discussion of the background of the study, framework, methodology, deliverables and plans for dissemination and utilization,
- timeline, and
- budget consideration for BERF 2026 Research Cycle

12. Approved research proposals by the RRC will be included in the Regional Memorandum with the List of Qualifiers and shall; (a) attend the BERF Orientation, (b) Submit the Certification of No Pending Case, and (c) Accomplish and complete the Memorandum of Agreement. Moreover, comments and revisions on approved research proposals will be incorporated into the BPMM which the DRC shall forward to the BERF grantees and provide technical assistance on its incorporation and implementation. A letter of approval and disapproval will be available in the BPMM. Disapproved research proposals can still be resubmitted on the next BERF cycle or to the Division whenever fund is available.

13. Researchers may start implementing their research after the release of the Regional Memorandum with the List of Qualifiers. 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 Regional Memorandum with the List of Qualifiers. Researchers who will opt out after receiving the grant needs to write a letter of explanation and refund to



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the RO CASH Unit of DepEd-NCR and give a copy of the letter and receipt to the PPRD secretariat.

14. Release of Funds

Expected release of first (1) tranche (AR and BR) is June 2026 or earlier.

Expected release of second (2) tranche (BR) and final tranche (AR) is December 2026 or earlier.

Expected release of third (3) tranche (BR) is April 2027 or earlier.

15. To facilitate the release of funds, grantees shall submit their deliverables to their Research Coordinator which will be uploaded BPMM. Comments and suggestions of the RRC and SDRC will be verified before uploading in the BPMM. The PPRD secretariat together with the RRC will review deliverables before the issuance of the letter of acceptance.

16. The PPRD secretariat, RRC and DRC shall track the progress of all approved research based on the approved work plan and timeline. They should provide technical assistance as needed for the progress monitoring of each researcher. The RRC and SDRC may conduct random visits to the locations of research and discuss with the researchers the status of their research.

17. Provision of changes on the approved research shall be communicated to PPRD secretariat by a letter addressed to the RRC Chair, Assistant Regional Director, for the approval of the RRC.

18. Request for extension for Action Research may be requested one (1) month before October 27, 2026 (for AR) or March 18, 2026 (for BR) and may be granted upon the approval of the letter of request for extension. Request made less than a month before the due date is automatically disapproved and needs to refund the grant to RO CASH Unit.

19. Below are the documents for submission for the 2nd tranche deliverables and Final Output:

2nd tranche deliverables:

- (a) Data Collection Activities
- (b) Data Analysis
- (c) Initial Findings

Final Output deliverables for Action and Basic Research:

- (a) Final Output with the correct template – PDF and WORD format
- (b) Free Plagiarism Checker Report (showing the status of plagiarism in the submitted final output)
- (c) Accomplished and Signed Quality Control Checklist (QCC) – PDF format
- (d) Synthesized and Simplified IMRAD format (enclosure 1 in Regional Memorandum ORD No. 800, s. 2024)
- (d) Final Output Hard Copy (1 copy for the Region)



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Enclosure 2

Regional Research Priorities and Suggested Research Topics

Priority 1: Keep School-Age Children in School

1. Determinants of learner drop-out, non-attendance, and disengagement across basic education levels
2. Implementation, effectiveness, and utilization of learner profiling and child mapping systems in identifying learners at risk
3. Effectiveness of school-based nutrition and feeding programs in improving learner attendance, retention, and engagement
4. Development and evaluation of enhanced policies and implementation models for School-Based Feeding Programs
5. Influence of classroom functionality and school facilities on learner engagement, attendance, and persistence in school
6. Factors affecting learner retention, completion, and successful transition across key education stages
7. Effectiveness of school-community and inter-agency partnerships in keeping school-age children in school

Priority 2: Improve Foundational Skills of Learners

1. Effectiveness of AI-assisted and digital platforms in supporting learning analytics, remediation planning, and instructional decision-making
2. Effectiveness of school-initiated interventions in improving learners' foundational skills
 - a. Reading diagnostics and interventions (e.g., Phil-IRI)
 - b. Numeracy and literacy assessments and remediation (e.g., TOFAS, CRLA)
 - c. Learner readiness and performance in national and international assessments (e.g., PISA)
3. Impact of reading and numeracy programs on learners' academic performance and progression
4. Effectiveness of Alternative Delivery Modes (ADM) and digital education in improving access to and quality of foundational learning
5. Alignment of curriculum implementation, assessment practices, and learning recovery initiatives with learners' foundational skills development
6. Instructional strategies and support mechanisms for learners with special education needs (SNED) in developing foundational skills
7. Integration of digital innovations and instructional technologies to support learning recovery and differentiated instruction



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Priority 3: Capacitate School Heads and Teachers

1. Effectiveness of Learning and Development (L&D) programs in enhancing teaching quality, instructional leadership, and school management
2. Core, functional, and technical competencies of teachers and school heads across career stages and their influence on learner and school performance
3. Leadership competencies and management practices of school heads and their relationship to teacher effectiveness and overall school performance
4. Impact of scholarship and professional advancement programs on teacher development, retention, and contribution to school performance
5. Utilization of research, assessment data, and evidence-based strategies by teachers and school leaders in instructional planning and decision-making

Priority 4: Ensure Learner-Centered Environment

1. Relationship between learner-centered environments and academic achievement across diverse learner populations
2. Effectiveness of inclusive learning resources, mental health initiatives, and psychosocial intervention programs in supporting learner well-being and academic performance
3. Contribution of School-Based Feeding Program (SBFP) and Gulayan sa Paaralan Program (GPP) to learner nutrition, engagement, and academic outcomes
4. Impact of learning facility completeness and classroom conditions on learner engagement, participation, and academic achievement
5. Effectiveness of child protection, learners' rights programs, anti-bullying initiatives, and safe school policies in ensuring holistic learner development

Priority 5: Strengthen Governance

1. Deployment and effectiveness of digital and AI-assisted tools in improving planning, monitoring, reporting, and decision-making in schools and offices
2. Effectiveness of monitoring and evaluation (M&E) systems in improving program implementation, service delivery, and accountability
3. Impact of Quality Management Systems, CSC PRIME-HRM, and organizational practices on institutional performance and operational efficiency
4. Leadership and management practices in strengthening governance, accountability, and operational effectiveness in schools and education offices
5. Utilization of data management and digital systems in evidence-based planning, policy formulation, and operational decision-making



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