



Republic of the Philippines

Department of Education

Region I

PANGASINAN SCHOOLS DIVISION OFFICE II

02 January 2024

DIVISION MEMORANDUM

NO. 001 s. 2024

Call for CY 2024 Division Basic Research Proposals

To: Office of the Schools Division Superintendent Personnel
Curriculum Implementation Division (CID) Personnel
School Governance and Operations Division (SGOD) Personnel
Public Elementary and Secondary School Heads
Teaching and Non-Teaching Personnel

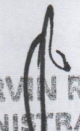
1. Pursuant to the initiatives of the Department towards strengthening evidence-based policy formulation and decision making in all levels of governance and in response to the challenges and demands of the delivery of basic education, this Office announces the call for the submission of basic research proposals for CY 2024.
2. Basic Research Proposals shall be aligned with the *MATATAG* Agenda.
3. The School Research Committee (SRC) is advised to ensure that all research proposals have been duly screened before endorsing to the Division Office. Attached is the evaluation tool for basic research proposal for ready reference of the SRC.
4. **Three (3) printed copies of the screened proposal shall be submitted at the Planning and Research Office whereas the electronic copy shall be submitted at pangasinan2.research@deped.gov.ph. on or before February 9, 2024.** Please be guided by the provisions stated in DepEd Order No. 16, s. 2017 (Research Management Guidelines).
5. The Schools Division Research Committee (SDRC) secretariat shall conduct the initial division level screening of submitted proposals against the eligibility requirements. Proposals falling under the following conditions will not be further evaluated, and will immediately be returned, with technical inputs, to the proponents:
 - 5.a. Incomplete documentary requirements as prescribed during the call for proposals;
 - 5.b. Conflict of interest in personal and professional aspects, which may influence the impartiality of the proponent;
 - 5.c. Non-conformance to research ethics;

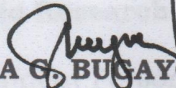


Address: Guico St. Canarvacanan, Binalonan, Pangasinan
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Email Address: pangasinan2@deped.gov.ph

- 5.d. Non-alignment of research topic with the national and local Basic Education Research Agenda particularly teaching and learning.
6. To qualify for approval, the proponent must have a minimum score of 70% as stated in DepEd Order No. 16, s. 2017.
7. Immediate dissemination of this memorandum is desired.

APPROVED FOR TRANSMISSION:


ARVIN R. PURISIMA
 ADMINISTRATIVE OFFICER V


LORNA G. BUCAYONG, PhD, CESO V
 Schools Division Superintendent

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Name/s:

School:

Congressional District:

BASIC RESEARCH EVALUATION TOOL

Criteria	Yes	No	Remarks
1. Research Title			
The title clearly states the topic of the study			
2. Introduction and Rationale			
a. The research proposal presents a general description of the topic			
b. The proposal has a comprehensive discussion of locale of the study			
study			
d. The arguments presented are supported by relevant data			
3. Research Questions			
a. Main and specific questions are present			
b. Main question reflects the research topic and is in consonance with the research title			
sentence			
d. The specific questions are relevant to the main topic of the study			
sentences			
or no.			
4. Scope and Limitation of the Study			
a. The scope of the study presented is in consonance with the main problem of the study			
used, the number of respondents and the inclusion criteria for their selection, research instrument, statistical tool to be used and time frame of the study.			
c. There is a discussion of what is beyond the scope of the study			
5. Methodology			
5.1. Sampling			
a. The number of participants is specified			
b. The inclusion criteria for the selection of the participants is discussed thoroughly			
c. There is a discussion of the sampling method to be used in the study.			
5.2. Data Collection			
a. The main instrument/s to be used is/are specified			
b. The mechanism to validate the instrument is present			

c. The instrument to be used in the study is attached			
5.3. Ethical Issues (Optional)			
of securing the approval or consent to conduct the study			
5.4. Data Analysis Plan			
a. The statistical tools that shall be used to process and analyze data per specific problem are indicated	Yes	No	Remarks
b. The tools are defined with their corresponding formula			
5.4. Timetable/Gantt Chart			
a. The timeline presented is within 12 months period			
b. The activities to be conducted are clearly stated			
5.5. Cost Estimates			
a. The estimated cost to be incurred is specified			
b. The items constituting the cost are identified and discussed			
5.6. Plans for Dessimination and Advocacy			
a. There is a detailed discussion on how to dessiminate the output of the study			
b. There is a detailed discussion on how to utilize the output of the study			
5.7. References			
a. APA style was used			
b. The entries are alphabetically arranged			
c. The 2nd line onwards of each entry were indented to the right.			

Recommendation of the School Research Committee:

Checker:

**Signature above Printed Name
Designation/Position**

Approved:

Signature above Printed Name
Chairperson, School Research Committee