



Republic of the Philippines
Department of Education
REGION III
SCHOOLS DIVISION OFFICE OF BATAAN

DIVISION MEMORANDUM
No. 070, s. 2025

FEB 07 2025

**CALL FOR RESEARCH PROPOSALS AND
2025 DIVISION RESEARCH GUIDELINES**

To: Assistant Schools Division Superintendent
Chief Education Supervisors
Education Program Supervisors
Public Schools District Supervisors
SDO Personnel
Public Elementary, Junior and Senior High School Principals
Teaching and Non-Teaching Personnel
All Others Concerned

1. In its efforts to continuously increase and improve the quality of research outputs in the Schools Division of Bataan, this Office informs all concerned of the 2025 Call for Research Proposals and the revised guidelines in the submission and acceptance of research proposals.
3. All researchers are allowed to submit their **research proposals year-round to their respective districts.**
4. It is emphasized that all districts must establish two research committees which should include the following:

Elementary District Research Committee

Committee	Persons-in-Charge
Chairman	Elementary School Head (District Research Coordinator - Elem)
Member	Assigned Elem. Statistics Expert
Member	Assigned Elem. Language Expert
Recommending Approval	Public Schools District Supervisor

Secondary District Research Committee

Committee	Persons-in-Charge
Chairman	Secondary School Head (District Research Coordinator - Sec)
Member	Assigned Sec. Statistics Expert
Member	Assigned Sec. Language Expert
Recommending Approval	Public Schools District Supervisor



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5. The districts shall be given ten (10) working days to review the submitted research proposals and provide technical assistance to the proponents. Further, districts must provide a log sheet for the research submissions, as well as a mechanism for monitoring the evaluation and endorsement of the documents to the Division Research Committee.
6. Also, the District Research Committee shall ensure and verify the completion of the submitted research documents.
7. It is also emphasized that the research of the proponents must always be aligned with the Key Results Area of their current designation to ensure its relevance and impact to the proponent's current job description.
8. All research proposals shall adhere to the provisions of DepEd Order No. 16, s. 2017 titled Research Management Guidelines, DepEd Order No. 39, s. 2016 titled Basic Education Research Agenda and SDO Bataan Research Agenda (*see Enclosures*).
9. Likewise, researchers are reminded to strictly follow Regional Memorandum No. 228, s. 2020 titled Policy Guidelines on the Adherence to Ethical Research Principles and Responsibilities in Studies Involving Teaching, Teaching Related and Non-Teaching Personnel and Learners.
10. District research committees are expected to submit one (1) hard copy of the endorsed research proposals to the Records Section of the Division Office, and an electronic copy, which shall be sent via <https://bit.ly/softcopyofresearch>. Attached is the Checklist of Requirements for Research Proposals (Enclosure No. 3).
11. The researchers may be invited by the SDRC to present their proposal, originally signed by the signatories, during the committee evaluation for inquiries and clarifications.
12. In cases when proponents receive research proposals which are labeled "with no favorable action", proponents are expected to resubmit their revised documents which comply with the comments and suggestions of the evaluators within 15 working days. Proponents may submit their proposals as soon as they have made the revision. However, the original proposal with comments and a review form should be attached.



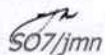
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13. It is also announced that a research conference shall be held for Fiscal Year 2025, which will be announced through a separate memorandum. In line with this, the respective districts must anticipate the selection of their research entries for the following categories:

- | | |
|---------------------------|--|
| a. Supervisor Category | f. Non-Teaching and Teaching Related |
| b. Elementary School Head | g. Program Owners |
| c. Elementary Teacher | h. Students Category – Science Investigatory Project |
| d. Secondary School Head | |
| e. Secondary Teacher | |

14. Immediate and wide dissemination of this Memorandum is enjoined.


CAROLINA S. VIOLETA, EdD, CESO V
Schools Division Superintendent 



Encl: As stated

References:

DepEd Order No. 228, s. 2020
DepEd Order No. 185 s. 2020
RM No. 57, s. 2018
Division Memorandum No. 48, s. 2019

TO BE INDICATED IN THE PERPETUAL INDEX
UNDER THE FOLLOWING SUBJECTS:

Basic Education Research Fund
Research
Research Agenda



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Enclosure to Division Memorandum No. _____, s. 2024

SCHOOLS DIVISION OF BATAAN RESEARCH AGENDA FOR SY 2024- 2025

In view of its commitment to contribute to the attainment of the Department of Education's vision, mission, goals and objectives through research-based planning, decision-making and policy formulation, the Schools Division of Bataan shall continue to adopt the Department of Education's Basic Education Research Agenda (BERA) stipulated in DepEd Order No. 39, s. 2016 and DepEd Region III's Harmonized Regional Basic Education stated in Regional Memorandum No. 185, s. 2020 which both highlight the four (4) themes namely Teaching and Learning; Child Protection; Human Resource Development; and Governance as well as the cross-cutting themes such as Disaster Risk Reduction and Management (DRRM); Gender and Development; (GAD) and Inclusive Education.

The Research Agenda provides guidance in the conduct of education research and ensure alignment with its vision, mission, core values and goals. It is expected to build on gains from existing research, generate new knowledge on priority research areas, focus DepEd's attention on relevant education issues, and maximize available resources for research within and outside the Department.

Anchored on the Philippine Development Plan (PDP) 2023-28, specifically in its goal of developing and protecting capabilities of individuals and families by promoting human and social development through improved education and lifelong learning; and aligned with the strategic framework of the Basic Education Development Plan (BEDP) and Division Education Development Plan (DEDP), the SDO Bataan Research Agenda specifies the contextualized and localized research priorities in order to address the key challenges of the Division.

Theme 1: Teaching and Learning

As the national institution mandated to provide quality basic education to all Filipinos, DepEd seeks to ensure that learning outcomes are achieved by maximizing the competencies of teachers and potentials of all types of learners. This theme thus covers the actors, activities, and fundamental aspects of teaching and learning in various contexts. Specifically, the Research Agenda looks into the strategies, best practices, and facilitating and hindering factors relative to five sub-themes, namely: instruction, curriculum, learners, assessment, and learning outcomes.

- Tracking of Senior High School graduates
- Students losing interest in education
- In-depth review of the adequacy of the current language policy
- Effectiveness of MTB-MLE on improving learning outcomes, including a longitudinal analysis of learners' performance (i.e., NAT Grade 6



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- and Grade 10) by the language of instruction at the early grades
- Comparison of performance on the language of testing (English) against the language of instruction (Filipino) in high stakes NAT-type tests
- Mapping and analysis of the integration of socio-emotional learning in classroom activities/lessons
- Effectiveness analysis on integration of 21st century skills in classroom activities/lessons
- Analysis of the SHS tracks – to determine effectiveness to support learner’s success in next level of engagement
- Investment case analysis for scale-up of digital learning and other education futures programs
- Reasons why males underperform in learning standards
- Evaluation of the quality of learning resources
- Evaluation of real-world issues and creation of robotics
- Relevance of Most Essential Learning Competencies (MELCs)
- Students’ Attitude towards Assessment
- Teaching Reading/Numeracy
- Alternative Learning System (ALS)

Theme 2: Child Protection

DepEd’s learner-centered approach recognizes that a child’s condition can significantly affect the achievement of learning outcomes. While the Department may not have the direct mandate and resources to address many of the social, economic, and personal issues of learners, it is committed to ensuring their well-being, particularly in situations where harm can occur in school or disrupt their studies. Child Protection, particularly, seeks to address reported incidents of bullying, teen-age pregnancy, child abuse, child labor addictive behaviors, and mental health. While laws and policies are in place to address these, there is a need for in-depth studies on their prevalence and effects. There is also a need to assess the effectiveness of previous interventions, and the potential of new approaches to better protect learners in schools.

- Study on bullying in schools to understand why it is higher in the Philippines in comparison with all the rest of PISA 2018 Countries
- Issues and management of child-related incidents
- Status of Monitoring and Referral System

Theme 3: Human Resource Development

As DepEd is the nation’s largest bureaucracy, it is imperative that various strategies are developed to nurture the vast human capital involved in delivering basic education. Research questions will delve into three subthemes: (1) teaching and non-teaching qualifications and hiring; (2) career development; and (3) employee welfare.



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- Teachers' needs analysis conducted at school level
- Public Expenditure Review – to determine efficiency and effectiveness of education delivery
- Mental Health
- Mentoring Support
- Research Aptitude
- Upskilling and Reskilling of Teachers

Theme 4: Governance

Managing the largest bureaucracy towards educating the nation's future requires efficient and effective operations. The Governance theme of the Research Agenda, which covers planning, finance, program management, transparency and accountability, and evaluation, underscores DepEd's commitment to ensure that its structure, systems, and processes contribute to the achievement of basic education outcomes. The Department has already provided internal guidance (DepEd Order 13, s. 2015) for the development of effective and efficient policies. With this in place, DepEd's next concern is to ensure that these policies are implemented and translated into appropriate programs.

- Analyzing supply and demand of teachers
- Impact of School Improvement Plans on learning outcomes
- Analysis of the education system's resilience to environmental changes and shocks
- Causes of lower numbers of male enrollees
- Analysis of parental engagement to support access and quality

learning outcomes – includes addressing smooth transition of young children from pre-school/Child Development Center to kindergarten and low enrollment in kindergarten

Cross-cutting Themes:

1. Disaster Risk Reduction and Management
2. Gender and Development
3. Inclusive Education Programs (IPED, Madrasah, SPED, Special Interest Programs)



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Checklist of Requirements for Research Proposal

New Proposal

- _____ Endorsement by School Head (1st Endorsement)
- _____ Certification of School Review Committee and Review Form
- _____ Application Form
- _____ Immediate Supervisor's Conformance
- _____ Two (2) hard copies of the Research Proposal
(Complete parts and Appendices: Followed the technical guidelines stated in Regional Memorandum No. 57, s. 2018)
- _____ Soft copy (<https://bit.ly/softcopyofresearch> – Title, Researcher, Position, School, District, Division)
- _____ Plagiarism Scan Report

Revised Proposal

- _____ Endorsement by School Head (1st Endorsement)
- _____ Certification of School Review Committee and Review Form
- _____ Application Form
- _____ Immediate Supervisor's Conformance
- _____ Two (2) hard copies of the Research Proposal
(Complete parts and Appendices: Followed the technical guidelines stated in Regional Memorandum No. 57, s. 2018)
- _____ Soft copy (<https://bit.ly/softcopyofresearch> – Title, Researcher, Position, School, District, Division)
- _____ Plagiarism Scan Report
- _____ Original Proposal with Comments and Review Form



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Technical Guidelines in Preparing the Research Proposal

1. The text of the manuscript must conform to the following:
 - Bond Paper Size : Letter size 8.5" x 11"
 - Font Style : Times New Roman
 - Font Size : 12
 - Text Spacing : Double Space
2. The American Psychological Association (APA) 7th Edition style must be used in citing references

Outline of Applied Research Proposal

- Title Page
- Table of Contents
- Introduction
- Review of Related Literature and Studies
 - Conceptual Framework
 - Research Questions
 - Hypothesis (if the study requires only)
 - Significance of the Study
 - Scope and Limitation
- Method
 - Type of Research
 - Respondents
 - Sampling Method
 - Sources of Data
 - Instrument/s
 - Data Collection Procedure
 - Ethical Considerations
 - Data Analysis
 - Timetable/Gantt Chart
 - Cost Estimates
 - Plan for Dissemination and Advocacy
- References
- Appendices
 - Appendix A- Instruments/s
 - Appendix B- Informed Consent Form, Assent Letters, Informed consent form for Recording Interview (in case interview is a part of data gathering procedure)
 - Appendix C- Declaration of Anti-Plagiarism and Absence of Conflict of Interest



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Outline of Action Research Proposal

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Table of Contents
Context and Rationale
Review of Related Literature and Studies
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 Hypothesis (if the study requires only)
 Significance of the Study
 Scope and Limitation
Method
 Type of Research
 Participants
 Sampling Method
 Proposed Innovation/Intervention/Strategy
 Instrument/s
 Data Collection Procedure
 Ethical Considerations
 Data Analysis
 Work Plan
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***Refer to RM No. 228 s, 2020 (Policy Guidelines on the Adherence to Ethical Research Principles and Responsibilities in Studies Involving Teaching, Teaching-Related, Non-Teaching Personnel and Learners)** for the discussion of data Collection Procedures and Ethical considerations.