




MEMORANDUM

TO : OIC – Assistant Schools Division Superintendent
Division Chiefs
Elementary and Secondary School Heads
All Others Concerned

FROM : 
DR. ROMMEL C. BAUTISTA, CESO V
City Schools Division Superintendent

SUBJECT : **CALL FOR RESEARCH PROPOSALS FOR THE 4TH BERF CYCLE**


DATE : November 9, 2018

Attached to this Memorandum is DEPED-4A-07-RM-18-705, *Announcing the Call for Research Proposals for the 4th BERF Cycle*, which is self – explanatory.

Please be guided with the following reminders:

- Use the appropriate template for the proposal (*Basic Research or Action Research*). General Instructions are provided in the template for your reference.
- The following required documents shall be accomplished and submitted as attachments to the proposal. Submissions with incomplete attachments shall not be eligible for review and evaluation.
 - For *Research Proposal Application Form*, disregard the general instructions on submission of soft copies. Signed hard copies shall be submitted to the Division Office (Attn: Planning and Research section) together with the proposal in a long folder
 - For *Declaration of Anti-Plagiarism and Declaration of Absence of Conflict of Interest*, signed hard copies shall be submitted to the Division Office, instead of PPRD of the Regional Office as stated in the instructions
 - For *Cost Estimates Approval Form*, disregard the general instruction on e-signature. Signed hard copies are required.
- Downloadable templates are available through <http://bit.ly/R4aBERFTemplates2018>
- Submission of proposals is on or before December 10, 2018 only.

Wide dissemination of this Memorandum is earnestly desired.

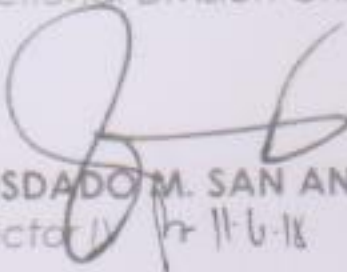
UM-S, 2018
@ala-sgod



Republic of the Philippines
Department of Education
REGION IV-A CALABARZON
Gate 2 Karangalan Village
1900 Cainta, Rizal



TO : Schools Division Superintendents
Functional Division Chiefs # 8059

FROM :  **DIOSDADO M. SAN ANTONIO**
Director 11-6-18

SUBJECT : Announcing the Call for Research Proposals for the 4th BERF Cycle

DATE : November 6, 2018

1. This Office through Policy, Planning and Research Division (PPRD) hereby calls for the research proposals for the fourth cycle to be funded by the Basic Education Research Fund.

2. Interested researchers must prepare their research proposals based on the format in Research Management Guidelines (DO 16, s. 2017). Downloadable templates are available through <http://bit.ly/R4aBERFTemplates2018>.

- a. Research Application Form
- b. Action Research Proposal Template
- c. Basic Research Proposal Template
- d. Declaration of Anti-Plagiarism
- e. Declaration of Absence of Conflict of Interest
- f. Cost Estimates Approval Form

3. Researchers must submit a 10-12 paged research proposal (3 hard copies) to the Schools Division Offices c/o the Schools Division Research Committee (SDRC) Secretariat on or before December 10, 2018.

4. Further details is shown in the attached flowchart of BERF submission. Soft copies sent through email will not be accepted. Likewise, hard copies sent to the Regional Office not endorsed by the SDRC will not be accepted.

5. Attached is the flowchart of research proposal submission for reference and guidance.

6. Wide and immediate dissemination of this memorandum is desired.



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FLOWCHART OF RESEARCH PROPOSAL SUBMISSION

