



Republic of the Philippines
Department of Education
REGION I

SCHOOLS DIVISION OF THE CITY OF BATAC

DIVISION MEMORANDUM
No. **414**, s. 2026

30 JUN 2026

**CALL FOR SUBMISSION OF BASIC EDUCATION RESEARCH
PROPOSALS FOR SY 2026-2027**

To: Assistant Schools Division Superintendent
Chief Education Supervisors
Public, Private, SUC School Heads
Unit and Section Heads
All Others Concerned

1. In adherence with DepEd Order No. 16, s. 2017, also known as Research Management Guidelines, which seeks to promote and strengthen an enduring culture of research in basic education, the Schools Division Research Committee, through the Planning and Research Section of the School Governance and Operations Division, hereby announces the call for the submission of basic education research proposals for School Year 2026-2027.
2. Relative to this, all teaching and non-teaching personnel of the Division are highly encouraged to actively engage in research aligned with the approved Division Basic Education Research Agenda 2024-2027. Participation will not only enhance educational practices but also contribute significantly to intensify the culture of research in the Division. The deadline for the submission of capsule research proposals is July 10, 2026.
3. Attached are the capsule action/basic research proposal template and the prescribed parts of an action/basic research proposal based on the Research Management Guidelines.
4. For information and guidance.


ANSELMO R. ALUDINO
Schools Division Superintendent

Encl.: As stated
Reference: none
To be included in the Perpetual Index
Under the following subject:

BASIC EDUCATION POLICY RESEARCH/STUDIES

26008/EVT/DM-2026ResearchProposal
June 30, 2026



SDCB RECORDS UNIT

2609670



DepEd Batac City



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ACTION /BASIC (Choose 1 only) CAPSULE RESEARCH PROPOSAL

Title: *(Title of the Research)*

PROBLEM	ACTION	TARGET RESULT OF THE ACTION
(provide brief background) ASSUMPTION: THEORY:	<ul style="list-style-type: none"> • (provide actions to be taken) DESIGN: SAMPLING: INSTRUMENTATION:	At the end of the _____ will be able to: 1. _____; and 2. _____ The following specific questions shall have been answered: 1. ? 2. ? 3. ?



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PROBLEM	ACTION	TARGET RESULT OF THE ACTION
General Statement of the Problem:	DATA ANALYSIS:	
	TIME FRAME:	

Prepared by:

Reviewed by:

Noted:

NAME OF THE RESEARCHER

Position

NAME OF THE SRC

School Research Coordinator

NAME OF THE SCHOOL HEAD

Position

Recommending Approval:

Approved:

NAME OF SDRC CHAIRPERSON

Assistant Schools Division Superintendent

NAME OF SDRC ADVISER

Schools Division Superintendent



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Enclosure 2. Minimum Requirements of the Action/Basic Research Proposal

A. Basic Research Proposal Template:

- I. Introduction and Rationale
- II. Literature Review
- III. Research Questions
- IV. Scope and Limitation
- V. Research Methodology
 - a. Sampling
 - b. Data Collection
 - c. Ethical Issues
 - d. Plan for Data Analysis
- VI. Timetable/Gantt Chart
- VII. Cost Estimates
- VIII. Plans for Dissemination and Advocacy
- IX. References

B. Action Research Proposal Template:

- I. Context and Rationale
- II. Action Research Questions
- III. Proposed Innovation, Intervention, and Strategy
- IV. Action Research Methods
 - a. Participants and/or other Sources of Data and Information
 - b. Data Gathering Methods
 - c. Data Analysis Plan
- V. Action Research Work Plan and Timelines
- VI. Cost Estimates
- VII. Plans for Dissemination and Utilization
- VIII. References