



DEPARTMENT OF EDUCATION

Region X- Northern Mindanao

DIVISION OF MALAYBALAY CITY

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Tayo
PARA SA
EDUKASYON

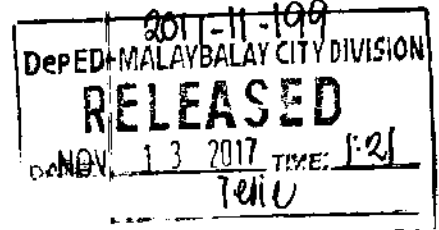
DIVISION MEMORANDUM

No. 601 s. 2017

TO: Chief/ Education Supervisors and Staff, SGOD and CID
Public Elementary and Secondary School Heads
All Others concerned
This Division

FROM: *[Signature]*
EDILBERTO L. OPLENARIA, CESO VI
OIC- Schools Division Superintendent

DATE: November 11, 2017



SUBJECT: CALL FOR DIVISION RESEARCH PROPOSAL

1. The Planning and Research Section of the Schools Governance and Operations Division hereby calls for the Submission of research proposals from the field for immediate implementation of the outputs of the first and second batches of trainees of the Division Action Research Seminar workshops conducted by this Office.
2. All School and District Research Coordinators, School heads, and Division teaching related, non-teaching related personnel and teachers who attended the above mentioned seminar workshop are advised to submit their research proposals from **November 13, 2017 to December 13, 2017** through the Planning and Research Section in soft copy via email @ **vincent2016sanmiguel@gmail.com** and a hard copy of the research proposal following the format stipulated in **DepEd Order 16, s. 2017** including the necessary attachment in conducting an educational research as enclosed in this memorandum.
3. For clarification and information, please contact **Vince G. San Miguel**, Senior Education Program Specialist, Planning & Research Section at mobile number **09977430320**.
4. Immediate and wide dissemination of this Memorandum is desired.

Encls.: As stated

Reference: DO No. 16, s. 2017

To be indicated in the Perpetual Index under the following subjects:

PROPOSAL RESEARCH

PRS/Vince

The 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 Plan and timeline
- VI. Cost Estimates
- VII. Plan for Dissemination and Utilization
- VIII. References

The Completed Action Research Template

- I. Title Page
- II. Abstract
- III. Acknowledgement
- IV. Context and Rationale
- V. Innovation, Intervention, and strategy
- VI. Action Research Questions
- VII. Action Research Methods
 - a. Participants and/or other sources of data and information
 - b. Data Gathering Methods
- VIII. Discussion of Results and Reflection
- IX. Action Research Plan
- X. References
- XI. Financial Report

THE RESEARCH PROPOSAL APPLICATION FORM AND ENDORSEMENT OF IMMEDIATE SUPERVISOR

A. Research Information

Research Title:		
Short Description of the Research:		
Research Category (check only one) <input type="checkbox"/> National <input type="checkbox"/> Region <input type="checkbox"/> Schools Division <input type="checkbox"/> District <input type="checkbox"/> School (check only one) <input type="checkbox"/> Action Research <input type="checkbox"/> Basic Research	Research Category Agenda (check only one main research theme) <input type="checkbox"/> Teaching and Learning <input type="checkbox"/> Child protection <input type="checkbox"/> Human Resource Development <input type="checkbox"/> Governance (check only one main research theme) <input type="checkbox"/> DRRM <input type="checkbox"/> Gender and Development <input type="checkbox"/> Inclusive Education <input type="checkbox"/> Others Specify _____	
Fund Source (e.g. BERF, SEF, others)	Amount	
Total Amount:		

B. Proponent Information (Lead /Individual Proponent)

Last Name:	First Name:	Middle Name:
Birthdate: (MM/DD/YYYY)	Sex:	Position /Designation:
Division /District/School		
Contact Number1:	Contact Number 2:	Email Address:
Educational Attainment (Degree Title) (enumerate from Bachelor's degree to doctorate degree)	Title of Thesis/Related Research Project	
Signature of the Proponent:		

Proponent 2

Last Name:	First Name:	Middle Name:
Birthdate: (MM/DD/YYYY)	Sex:	Position/Designation:
Division/District/School		
Contact Number 1:	Contact Number 2:	Email Address:
Educational Attainment (Degree Title) (enumerate from Bachelor's degree to doctorate degree)	Title of Thesis/Related Research Project	
Signature of the Proponent:		

IMMEDIATE SUPERVISOR'S CONFORME

I hereby endorse the attached research proposal. I certify that the proponent/s has/have the capacity to implement a research study without compromising his/her office functions¹.

Name and Signature of immediate Supervisor

Position/Designation: _____

Date: _____

Name and Signature of immediate Supervisor

Position/Designation: _____

Date: _____

¹ DO No. 16, S, 2017

**DECLARATION OF ANTI-PLAGIARISM AND ABSENCE OF CONFLICT OF
SELF INTEREST
DECLARATION OF ANTI-PLAGIARISM**

I, _____, understand that plagiarism is the act of taking and using another's ideas and works and passing them off as one's own. This includes explicitly copying the whole work of another person and/or using some parts of their work without proper acknowledgement and referencing².

I, hereby attest to the originality of this research proposal and has cited properly all the references used. I further commit that all deliverables and final research study emanating from this proposal shall be original content. I shall use appropriate citations in referencing other works from various sources.

I, understand that violation from this declaration and commitment shall be subject to consequences and shall be dealt with accordingly by the Department of Education.

Proponent: _____
Signature: _____
Date: _____

Proponent: _____
Signature: _____
Date: _____

² DO No. 16. s, 2017