

Republika ng Pilipinas
Kagawaran ng Edukasyon
REHIYON V (BIKOL)

TANGGAPANG PANSANGAY NG MGA PAARALAN NG CATANDUANES

May 28, 2026

DIVISION MEMORANDUM

No. 417, s. 2026

**CALL FOR SUBMISSION OF SECOND SEMESTER CY 2026
RESEARCH AND INNOVATION PROPOSALS**

To: Assistant Schools Division Superintendent
Chief Education Supervisors
Public Schools District Supervisors
Schools Division Research Committee
Public School Heads
School Research Coordinators
All Others Concerned

1. Pursuant to Division Memorandum No. 614, s. 2025 (*Adoption of the Division Implementation Guidelines on Innovation Management*) and Division Memorandum No. 615, s. 2025 (*Adoption of the Revised Division Management Guidelines*), the SDO's contextualized innovation and research implementing guidelines of DepEd Order No. 16, s. 2017 (*Research Management Guidelines*), this Office hereby announces the **call for submission of Second Semester CY 2026 Research and Innovation Proposals to all interested and qualified education researchers and innovators.**

2. Relative to this call, the following activities will be implemented:

Activity	Date	Persons Involved
Deadline of Submission of Proposals	June 29, 2026	SDRC/ SDIC Secretariat
Deadline of Initial Screening	July 7, 2026	SDRC/ SDIC Secretariat
Committee Evaluation (Oral Presentation)	To be determined	SDRC/ SDIC
Notification of Results to the Proponents	To be determined	SDRC/ SDIC

3. Submission of the proposal papers require **one copy for initial screening and four copies for the committee evaluation.**


4. The following enclosures are attached for reference and guidance:

- Enclosure 1: Parts of Research Paper Proposal
- Enclosure 2: Parts of Innovation Proposal

5. Templates, forms, and the abovementioned issuances necessary for the proposal can be downloaded using the DepEd email account through this link:
<https://bit.ly/SDOCATRESEARCHLIBRARY>

6. For information and guidance.

By Authority of the OIC – Schools Division Superintendent


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Enclosure 1 of Division Memorandum No. 417, s. 2026

Parts of Research Paper Proposal

A. Action Research Proposal

English	Filipino
Title Page	Pahina ng Pamagat
Research Proposal Application Form and Endorsement of Immediate Supervisor	Research Proposal Application Form and Endorsement of Immediate Supervisor
Declaration of Anti-Plagiarism and Absence of Conflict of Interest	Declaration of Anti-Plagiarism and Absence of Conflict of Interest
I. Context and Rationale	I. Konteksto at Rasyonal
II. Action Research Questions	II. Paglalahad ng mga Suliranin
III. Proposed Innovation, Intervention, and Strategy	III. Mungkahing Interbensiyon, Inobasyon, at Estratehiya
IV. Action Research Methods A. Participants and/ or other Sources of Data and Information B. Data Gathering Methods C. Data Analysis Plan	IV. Pamamaraan/ Metodolohiya A. Mga Kalahok ng Pag-aaral at Iba pang Batayan ng Datos at Impormasyon B. Paraan ng Pangangalap ng Datos C. Plano sa Pagsusuri ng Datos
V. Action Research Work Plan and Timelines	V. Plano at Talatakdaan ng Gawain
VI. Cost Estimates	VI. Mga Tinatayang Gastos
VII. Plans for Dissemination and Utilization	VII. Plano sa Pagpapalaganap at Paggamit ng Resulta
VIII. References	VIII. Mga Sanggunian

B. Basic Research Proposal

English	Filipino
Title Page	Pahina ng Pamagat
Research Proposal Application Form and Endorsement of Immediate Supervisor	Research Proposal Application Form and Endorsement of Immediate Supervisor
Declaration of Anti-Plagiarism and Absence of Conflict of Interest	Declaration of Anti-Plagiarism and Absence of Conflict of Interest
I. Introduction and Rationale	I. Introduksiyon at Rasyonal
II. Literature Review	II. Kaugnay na Literatura
III. Research Questions	III. Paglalahad ng Suliranin
IV. Scope and Limitation	IV. Saklaw at Limitasyon
V. Research Methodology A. Sampling B. Data Collection C. Ethical Issues D. Plan for Data Analysis	V. Pamamaraan/ Metodolohiya A. Sampling B. Paraan ng Pangangalap ng Datos C. Isyung Etikal D. Pagsusuri ng mga Datos
VI. Timetable/ Gantt Chart	VI. Talatakdaan ng Gawain
VII. Cost Estimates	VII. Mga Tinatayang Gastos
VIII. Plans for Dissemination and Advocacy	VIII. Plano para sa Pagpapalaganap at Adbokasiya
IX. References	IX. Mga Sanggunian



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Enclosure 2 of Division Memorandum No. 417, s. 2026

Parts of Innovation Proposal

1. Endorsement from the Immediate Supervisor
2. General Information
 - a. Proponents
 - b. Implementing Identity (Unit/Section/School)
 - c. Project Proposal Title
 - d. Type of Innovation
 - e. Brief Description of the Proposal
 - f. Scope of Implementation
 - g. Implementation Period
 - h. Total Funding Requirement
3. Background and Rationale
4. Project Description
 - a. Goal
 - b. Outcome
 - c. Objectives
 - d. Inputs
 - e. Expected Outputs
5. Methodology
 - a. Method
 - b. Project Beneficiaries
 - c. Impact Estimation
 - d. Work and Budget Plan
 - e. Monitoring and Evaluation Plan
 - f. Exit Plan
6. References