


Republic of the Philippines
Department of Education
REGION VI – WESTERN VISAYAS
SCHOOLS DIVISION OF AKLAN

June 10, 2026

Division Memorandum
No. 325, s. 2026

**DIVISION CALL FOR RESEARCH PROPOSALS TO BE FUNDED BY THE
BASIC EDUCATION RESEARCH FUND (BERF) FOR FY 2027**

**To: Office of the Assistant Schools Division Superintendent
Chief Education Supervisors
Education Program Supervisors/Specialists
Senior Education Program Specialists
Public Schools District Supervisors/ Principals/ Head Teacher-in-
Charge of the Districts
School Heads of Public Schools
All Others Concerned**


1. In accordance with DepEd Order No. 16, s. 2017 titled Research Management Guidelines, and Regional Memorandum No. 557, s . 2026 titled Call For Research Proposals To Be Funded By The Basic Education Research Fund (BERF) for FY 2027, the Policy, Planning, and Research Division (PPRD) of Region VI, in coordination with the School Governance and Operations Division- Planning and Research Section (SGOD- PRS) of SDO Aklan, will accept research proposals (both Action and Basic Research) for possible funding under the 2027 Basic Education Research Fund (BERF).

2. The research topic of the submitted proposals shall align with the National Research Agenda (DO No. 039, s.2016) and the Additional Regional Education Research Agenda (RM No. 592, s . 2024). **Research proposals that are not anchored on these agenda and repetitive interventions will be automatically rejected.**

3. In line with this, the priority research topics of the Region for FY 2027 shall focus on the following:

- a. Innovations, Interventions, and Strategies on Key Stage 1 Literacy and Numeracy;
- b. Evaluation of current programs, projects, and activities (PPAs) of the Regional Office and Schools Division Offices, such as the ARAL Program, School-Based Feeding Program (SBFP), DepEd Computerization Program (DCP), Basic Education Research Fund (BERF), Professional Development Program, and other key initiatives;
- c. Conduct of assessments and surveys, including but not limited to the PISA, NAT, ELLNA, CRLA to generate data-driven insights;




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d . Analysis of accomplishments, lagging indicators, and emerging concerns related to major frameworks and plans such as the Sustainable Development Goals (SDG), Quality Basic Education Development Plan (QBEDP), Regional Education Development Plan (REDP), and Division Education Development Plan (DEDP);

e. Explorations on systems thinking, design thinking, futures thinking and/or their integrations; and

f . Policy research for the development of new guidelines or strengthening of DepEd Policies.

4. The research proponent/s shall submit to the Schools Division Office, for evaluation, a complete research proposal following the prescribed outline or format attached to this memorandum together with the following documentary requirements:

a . Application Form with Endorsement of Immediate Supervisor,

b . Research Integrity Declaration Form

c . Declaration of Anti-Plagiarism Form,

d . A I Declaration Form

e. Declaration of Absence of Conflict of Interest Form, and

f. Data Privacy Consent Form

5. For proper guidance and compliance, the Sample Research Template and updated Documentary Requirements shall be accomplished by the researcher. Meanwhile, the Evaluation Result Summary Form (ERSF) shall be accomplished by the District Research Coordinator. All files are accessible through this Google Drive link: <https://surl.li/evxrpb>.

6. Proponents may refer to the Action/Basic Research Appraisal Tool as a guide in crafting their research proposals.

7. The following is the timeline of the submission and evaluation of the research proposals from School- Division level:

Date	Level	Activities	Person/s Involved
July 27-31, 2026	School	Submission, Evaluation and Feedback Giving	School Research Coordinator, School TWG and School Head
August 3- 13, 2026	District	Submission, Evaluation and Feedback Giving	District Research Coordinator, School TWG and PSDS/PID/HTID





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August 14, 2026	Division	Submission of Research Proposal	Schools Division Research Committee-Secretariat
August 17-20, 2026	Division	Evaluation of BERF Research Proposal	Schools Division Research Committee, Division Research Evaluators and Technical Working Group
August 21, 2026	Division	Feedback Giving/ Technical Assistance to the Regional BERF Qualifiers	Schools Division Research Committee, Division Research Evaluators and Technical Working Group
August 25-29, 2026		Editing and Enhancement of the BERF Research Proposals	Research Proponent/s
September 1-2, 2026	Division	Submission of the BERF Research Proposals to the PPRD- RO	Research Proponent/s and SEPS for PRS

8. District Research Coordinators are directed to submit an electronic copy the Evaluation Result Summary Form (ERSF) duly approved by the Public Schools District Supervisor/Principal/Head Teacher- In- Charge of the District, through the designated Google Drive link: <https://surl.li/pgntux>

9. A Google Form shall be used for the application and submission of research proposals. All submissions must strictly follow the required file format and be uploaded through the appropriate link below:

a. For Action Research:

<https://forms.gle/Zs8MWV9FM5TcY6Bu7>

b. For Basic Research:

<https://forms.gle/p3XFpra8rduuhoqcA>

10. All required documents must strictly follow the prescribed format and file structure.

a. Action Research Submission (pdf file)

a. 1. File 1- Scanned Documentary Attachments

(All copies shall be scanned and inserted in a single pdf file)

-Application Form with Endorsement of Immediate Supervisor;



Población, Numancia, Aklan

Tel/Fax No. (265 3740 | 265 3741 | 265 3743)

Website: <http://www.depedaklan.org>


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- Research Integrity Declaration Form;
- Declaration of Anti- Plagiarism Form;
- AI Declaration Form;
- Declaration of Absence of Conflict of Interest Form; and
- Data Privacy Consent Form

File name: Name of District_DA_ Surname, First Name MI
eg: Altavas_DA_Dela Cruz, Juan D.

b. 1. Research Proposal

- title page
- research paper
- research instruments/tools and
- workplan/time (*see sample cost estimates template in the gdrive link*)

File name: Name of District_RP_ Surname, First Name MI
eg: Altavas_RP_Dela Cruz, Juan D.

b. Basic Research Submission (pdf file)

a. 1. File 1- Scanned Documentary Attachments

(All copies shall be scanned and inserted in a single pdf file)

- Application Form with Endorsement of Immediate Supervisor;
- Research Integrity Declaration Form;
- Declaration of Anti- Plagiarism Form;
- AI Declaration Form;
- Declaration of Absence of Conflict of Interest Form; and
- Data Privacy Consent Form

File name: Name of District_DA_ Surname, First Name MI
eg: Altavas_DA_Dela Cruz, Juan D.

b. 1. Research Proposal

- title page
- research paper
- research instruments/tools and
- workplan/time (*see sample cost estimates template in the gdrive link*)

File name: Name of District_RP_ Surname, First Name MI
eg: Altavas_RP_Dela Cruz, Juan D.

11. The Schools Division Research Committee (SDRC), Division Research Evaluators (DRE) and the Technical Working Committee (TWC) shall convene to conduct a thorough evaluation of research proposals that have successfully passed the District Research Evaluation. A separate memorandum regarding the schedule and guidelines of the division- level evaluation shall be released.

12. Research proposals that successfully pass the evaluation conducted by the SRDC, SRE and TWC will be ranked based on merit and submitted to the PPRD as Regional BERF qualifiers for FY 2027.





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13. For inquiries, contact Dr. Mikko Jan D. Lopez, Senior Education Program Specialist for Planning and Research.

14. . Immediate dissemination of and compliance with this Memorandum are hereby directed.


FELICIANO C. BUENAFE Jr., CESO VI
Schools Division Superintendent 

Encl: As stated

Reference: As stated

To be indicated in the Perpetual Index
under the following subjects

RESEARCH

PUBLICATION

ORGANIZATION

MJDL



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