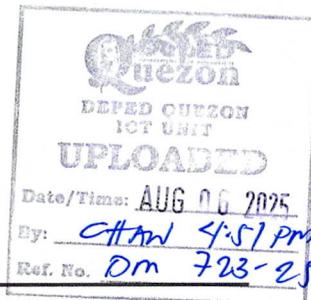




Republic of the Philippines
Department of Education
 Region IV-A
 SCHOOLS DIVISION OF QUEZON PROVINCE



26 May 2025

DIVISION MEMORANDUM

DM No. 723, s. 2025

**CALL FOR THE SUBMISSION OF RESEARCH PROPOSALS FOR THE
 11TH CYCLE BASIC EDUCATION RESEARCH FUND (BERF)**

To: Assistant Schools Division Superintendents
 Division Chiefs
 Public Schools District Supervisors
 Research Coordinators
 Researchers
 All Others Concerned

1. In preparation for the **11th Cycle of the Basic Education Research Fund (BERF)**, this Office, through the Schools Division Research Committee (SDRC), hereby announces the **Call for Research Proposals** under the said cycle.
2. All interested teaching, non-teaching, and related teaching personnel of DepEd Quezon are encouraged to submit either an **Action Research** or a **Basic Research** proposal for evaluation by the SDRC. Submissions must be made on or before August 15, 2025.
3. All submitted proposals will undergo a rigorous review, evaluation, and revision process in accordance with established DepEd research protocols. The following indicative timelines will be observed for related activities:

Activities	Persons Responsible	Dates
Submission of Proposals	Researchers	August 15, 2025
Initial Review	SDRC Secretariat	August 18-20, 2025
Review and Evaluation of Proposals	SDRC Members	August 21-31, 2025
Final Review	SEPS for PAR	September 1-9, 2025
Submissin to PPRD	SEPS PAR/ SDRC Secretariat	September 10, 2025

DEPEDQUEZON-TM-SDS-04-009-003



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4. Each **District Research Committee (DRC)** is expected to have a **minimum of two (preferably one for elementary and one for secondary)** research proposals from qualified researchers within their respective districts. Whenever possible, proposals should be screened through Turnitin prior to submission to the Schools Division Research Committee (SDRC) to enhance their quality and ensure a competitive advantage during the stringent evaluation by the Regional Research Committee (RRC).
5. Below is the list of required documents to be submitted.
 - a. Research Application Form
 - b. Cost Estimates Approval Form
 - c. Declaration of Anti-Plagiarism and Absence of Conflict of Interest
 - d. Oath of Authenticity and Veracity of Documents (not to be notarized)
 - e. Research Proposal [PDF format]
(Different Template for Action and Basic Research)
6. Do not use outdated templates. Only use the templates which may be downloaded from: **<https://tinyurl.com/11thBERFForms>**.
7. All interested researchers shall submit their research proposals through **<https://tinyurl.com/11BERFQProposal>**. Kindly use your official DepEd email.
8. For assistance and other related concerns, grantees may contact the Planning and Research Section via email at **sdo.quezon.research@deped.gov.ph**, or reach out to the SEPS for Planning and Research through mobile number 0991-013-2656.
9. Widest dissemination of this Memorandum is desired.


ROMMEL C. BAUTISTA, CESO V
Schools Division Superintendent



sgođ-par/mbmt/4/08/2025

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