

## Research Guidelines

### Introduction:

One of the key strategies being pursued by the government to achieve inclusive growth is improving access to quality education. Although considerable resources have been allocated to education, there is still a need to ensure greater access to education and the learning success of every Filipino learner.

Various education initiatives have been undertaken by the government to improve the delivery of quality education. Both public and private schools have actively engaged in the implementation of relevant policies and programs of the government despite the challenges these institutions face. The prevailing issues and concerns of the education sector point to the importance of research to strengthen evidence-based planning, policy and program development, and decision-making.

### Description:

The Private Education Assistance Committee (PEAC) has been engaged by the Department of Education (DepEd) to implement the Junior High School (JHS) Educational Service Contracting (ESC) Program, the Teachers' Salary Subsidy (TSS) and the Senior High School (SHS) Voucher Program. One of the responsibilities of the PEAC is to propose and conduct research and evaluation studies on the JHS ESC, TSS, and SHS Voucher Programs as well as on priority education-related issues.

The **Research and Innovation for Success in Education (RISE)** is a mechanism approved by PEAC to encourage the conduct of research on Philippine basic education by higher educational institutions and private educational associations with research capacity as well as research organizations with a proven track record in particular fields so as to generate knowledge on areas that affect Philippine basic education, particularly on the education policies and programs that aim to improve access to quality basic education. A Research Advisory Group is constituted by PEAC to recommend priority research areas, review the guidelines, and evaluate the proposals. The PEAC and DepEd approve the proposals for funding.

### Priority areas of research:

The priority areas of research are those focusing on the GASTPE Program and related themes/sub-themes/questions/topics articulated in DepEd's Basic Education Research Agenda (DO 39, s. 2016). Proposals that are of particular interest are policy studies that have the potential to inform planning, policy and program development, and decision-making in Philippine education, particularly those with implications to basic education. Other priority research topics identified are, but not limited to, the following: K-12 program; teacher quality, supply and demand; and improving access to quality basic education.

The PEAC has the option to commission studies that address urgent policy concerns, that are responsive to identified priority research topics, and that have the potential to contribute to improving the plans, policies, programs, and activities of the PEAC in relation to the management and implementation of the JHS ESC, TSS and SHS Voucher Programs under GASTPE.

For the open call for proposals, proponents/researchers should submit proposals that are responsive to the identified research priorities indicated in these guidelines. Proponents should be guided by the indicative timeline leading to the award of the grant to approved proposals, as follows:

Call for Proposals	August-October 2018
Processing of Applications	November
Evaluation of Proposals by RAG	November
Approval of PEAC	December
Review and Approval of DepEd	December-January
Signing of MOA	January-February 2019

**Eligibility of proponents:**

- Applicant must be a private higher education institution, educational association, or a research organization with track record and capacity to undertake research in an identified priority area.

The application may be submitted by a department, office or unit within the HEI, or by full-time school personnel (teaching or non-teaching), provided that the application is endorsed by the President of the HEI.

- For HEIs and educational associations, the principal investigator must be a full-time faculty member of the institution/member-institution and should have experience and expertise in the chosen research area.

**Documentary requirements:**

- Application cover letter from the project leader or principal investigator, and endorsed by the President of the HEI/educational association or from the head of the research organization
- Fully accomplished online application form (project profile) with complete attachments in the prescribed formats and templates:
  - Project proposal (refer to Guidelines for Concept Proposal)
  - Implementation plan
  - Proposed budget
- Concise curriculum vitae of the researchers
- Photocopy of BIR Registration (BIR Form 2303) and/or photocopy of BIR Tax Exemption Certificate (if applicable) of the proponent.

All forms and attachments should be submitted in one (1) hard copy and one (1) soft copy to the PEAC National Secretariat.

**Evaluation criteria:**

An initial screening is done using the following criteria: responsiveness to the research priorities; originality and innovation; products and results; scope and coverage; institutional commitment; personnel resources; project duration; and budget. The Research Advisory Group will evaluate all research proposals. A technical expert may also be invited to review the proposals.

The PEAC reserves the right to conduct a pre-award audit, which includes, but will not be limited to: 1) interview of proponents on research cost estimates; and b) review of proponent's financial status with regards to previous grant awarded by DepEd and PEAC.

**Submission of application:**

Applications must be sent to the PEAC National Secretariat no later than October 31, 2018.

**Selection process:**

All applications submitted within the set deadline will undergo a screening process set below.

1. Applications are subjected to an initial screening by checking and verifying eligibility and the completeness of the documentary requirements. Applications that are submitted late and incomplete will not be considered for further review.
2. Applications will undergo an evaluation by the Research Advisory Group. Experts may be invited to do the review and proponents may be asked to present and defend their project proposals.
3. The Research Committee will come up with a short list of research proposals.
4. PEAC will approve research proposals for the review and approval of DepEd.
5. The PEAC National Secretariat will notify the successful applicants by email.

**Research ownership:**

For voluntary research, the study shall be co-owned by DepEd and the proponent (HEIs and private educational associations).

For commissioned research, the study shall be co-owned by DepEd and PEAC.

**Project duration and funding coverage:**

For voluntary research, the funding will be for a one-year period.

Given the available funds, the funding shall cover any of the specified items under the 'Direct Cost', namely:

- Personal Services: honoraria to research team, experts/specialists
- Maintenance and Other Operating Expenses

- Travel Expenses (related to data gathering and limited to local travels)
- Survey Expenses

For commissioned research, the research funding will cover the full cost of the research project. The project duration should not exceed one year.

**Implementation of the approved proposal:**

With the approval of PEAC and DepEd of proposals, the successful proponent will receive the Memorandum of Agreement for signature.

**Disbursement of funds:**

Funds are disbursed following a schedule of releases as indicated in the Memorandum of Agreement.

**Reporting of fund utilization:**

The institution will submit its liquidation report of the funding received, including supporting documents, in accordance with the existing accounting and auditing rules and regulations, to the PEAC National Secretariat.