

## **Research for School Improvement Towards Excellence (RSITE) Program**

### **Application Guidelines**

#### **Rationale**

Today's educators are faced by increasing expectations about their roles as the Philippine education system responds to the demands of a fast-changing global society with new initiatives, policies, and programs. In the private education sector, a number of schools still face the challenge of recruiting and retaining effective school leaders and teachers who are critical to school improvement efforts. Pursuing graduate studies is an opportunity for those in the profession not just to deepen their knowledge and enhance their leadership or pedagogical competence but also to develop their skills for reflective practice and research on-the-job. In supporting the graduate research undertaken by school leaders and teachers in private schools, a school-based approach is adopted wherein individual development is linked to school improvement needs.

#### **Description**

The Research for School Improvement Towards Excellence (RSITE) is a program of assistance developed and implemented by PEAC to encourage the development of the private education sector by providing support to school improvement in private schools.

Specifically, the goal of the RSITE is to support school administrators and teachers who are writing their thesis or dissertation that addresses school needs and thereby improves educational delivery, and to build a community of education practitioners who will work towards a research-based improvement of private schools in the country.

#### **Grant value**

The grant is P40,000 and P80,000 for the writing of the thesis and dissertation, respectively, within the period of up to 12 months.

#### **Research topics**

Research topics for the RSITE should be education-related and are preferably, but not exclusively, focused on these areas: school governance and leadership, educational management and systems development, curriculum development, effective teaching and learning, technology in education, assessment and evaluation, and school-based professional development.

Priority is also given to studies that will look into the programs and projects implemented by the PEAC at the school level such as the implementation or impact of the SHS Voucher Program, Educational Service Contracting (ESC) Program, Teachers' Salary Subsidy (TSS) Program, ESC Certification Process, and In-Service Training (INSET) for Administrators and Teachers, among others.

### **Eligibility criteria**

- Must be a Filipino citizen
- Must be an active school administrator or faculty member of a private educational institution
- Must have completed the academic requirements of a master's or doctoral degree
- Must have an approved research proposal at the time of the application and have not yet undertaken oral defense

### **Application requirements**

- Application cover letter from the applicant and signed by the head of the school where the applicant is employed
- Concise curriculum vitae of the applicant
- Recommendation letter from the thesis/dissertation adviser that also states that the proposal has been approved
- Soft and hard copies of the approved research proposal and research schedule
- Copy of the latest registration form indicating enrollment in thesis/dissertation writing
- Copy of one valid ID

\*The PEAC National Secretariat will not process applications submitted before the application period.

### **Conditions of the grant**

- The grantee should acknowledge PEAC in the final thesis or dissertation and any version of the research or part of it that is published or presented.
- The grantee should submit soft and hardbound copies of the final thesis or dissertation.
- The grantee should submit a research article to the Philippine Education Research Journal (PERJ). The PERJ Author Guidelines are available at [peac.org.ph](http://peac.org.ph).
- The grantee should complete the thesis or dissertation within the one-year grant period.
  - Request for a one-year extension, if justified, may be approved on a case-to-case basis, but in no case shall additional funding be granted. The letter should be endorsed by the adviser and sent to the PEAC National Secretariat one month before the end of the grant period. The letter of request should be addressed to the PEAC Executive Director.
  - Refund of the amount received will be required for non-completion of the thesis or dissertation within the prescribed period of the grant. The repayment period will be within one year.
- The grant should be availed within the fiscal year the grant is awarded; otherwise, the grant is forfeited.

### **Evaluation criteria**

Applications submitted will be assessed using the following criteria:

- Responsiveness to PEAC priorities
- Potential to contribute to school improvement
- Potential to contribute to professional improvement
- Capability to complete research within the prescribed grant period

### Submission of application

Application requirements must be sent to the PEAC National Secretariat no later than May 31, 2019.

### Selection Process

All applications submitted within the application period will undergo a screening process below:

1. Applications are subjected to an initial screening by checking and verifying the eligibility and completeness of documentary requirements. Applications that are submitted late and incomplete will not be processed. The PEAC National Secretariat will not follow-up applications with incomplete requirements.
2. Applications that passed the initial screening will undergo an evaluation using the criteria indicated in this guideline. Applications will be short-listed.
3. The PEAC Executive Director approves applications that will receive the grant.
4. The PEAC National Secretariat will notify successful applicants through email. The list of RSITE grantees will be posted on [peac.org.ph](http://peac.org.ph).

### Execution of grant

The grantee shall receive the agreement for signature within one month from the time that the successful applicant has been announced and notified. Upon receipt of the signed agreement, the PEAC National Secretariat will process the release of the grant.

### Disbursement of funds

Funds are disbursed following a schedule of releases below.

- 50% of the grant amount upon signing the grants agreement
- 25% of the grant upon submission of a duly-signed school document attesting that the thesis or dissertation is ready for final defense
- 25% of the grant amount upon submission of soft and hardbound copies of the final thesis/dissertation and research article based on the thesis/dissertation

#### Appendix A: Indicative Schedule of Implementation

FY 2019-2020	Process
March-May	Call for applications
May 31, 2019	Deadline of submission of applications
June	Evaluation of applications
	Approval of favorably reviewed applications
July	Communication of agreement to successful applicants
August	Processing and release of grants