

Concept Proposal Guidelines

1. Research Proposal Title
2. Proponent/Implementing Agency
3. Principal Investigator
4. Significance and Objectives
 - Discuss the background and importance of the problem that the proposed research addresses.
 - Identify the general and specific objectives of the proposed research.
 - Identify the priority research areas and explain how the study addresses these priorities.
5. Review of Related Literature
 - Describe the gap in the literature that the research addresses.
 - Explain how the research seeks to shift current paradigms, policies, and practices in Philippine education.
 - Explain any refinements, improvements, or new applications of theoretical concepts, approaches or methodologies, instrumentation, or interventions.
6. Strategy and Methodology
 - Describe the methodology to be used to accomplish the objectives of the proposed research. This section includes how data will be collected, analyzed, and interpreted.
 - Describe any strategy to establish feasibility (to complete the proposed research within the proposed period), and address the management of any high risk aspects of the proposed work.
 - Describe clearly the role and functions of all persons involved in the proposed research.
7. Expected Outcomes/Outputs/Deliverables
 - Identify clearly the intended results (i.e., significant and measurable change in condition) and identify the beneficiaries, location, and anticipated benefits they will receive.
 - Describe the specific outputs.
 - Policy recommendations
 - Products (e.g., evaluation instrument)
 - Services (e.g., training program)
 - Processes (e.g., quality assurance mechanism)
 - Systems (e.g., management system for adopting technology)

One of the deliverables of the completed project should be a policy note or popular article intended for the end users of the research findings.

8. Major Activities (use the Implementation Plan template)
9. Dissemination and Utilization
 - Discuss plans on how the research findings can be utilized by various stakeholders in the education sector.
 - Identify activities where the research will be disseminated.
10. Proposed Budget (use the Proposed Budget template)
11. Bibliography