

June 5, 2023

**GUIDELINES OF THE DISSEMINATION ASSISTANCE TO RESEARCH IN EDUCATION  
(DARE) PROGRAM AND CALL FOR APPLICATIONS IN SCHOOL YEAR 2023-2024**

1. The Private Education Assistance Committee (PEAC) issues the call for applications and enclosed guidelines of the Dissemination Assistance to Research in Education (DARE) Program for school year 2023-2024. DARE is a program that provides a paper presentation grant to full-time regular faculty members and administrators of private educational institutions who will present their research papers in international conferences abroad.
2. Applications and other documentary requirements should be submitted online to [ariel.alfonso@peac.org.ph](mailto:ariel.alfonso@peac.org.ph) with "DARE 2023-2024 Application – [Name of Applicant]" as subject of the email two months prior to attendance in the conference.
3. For inquiries, send an email to [ariel.alfonso@peac.org.ph](mailto:ariel.alfonso@peac.org.ph) or contact 0917-163-1100.
4. The guidelines and call for proposals are for immediate dissemination.

  
**RHODORA ANGELA F. FERRER**  
Executive Director

## **Dissemination Assistance for Research in Education**

### **Application Guidelines for Fiscal Year 2023-2024**

#### **Introduction**

Dissemination entails communicating research findings to relevant groups of decision-makers and other stakeholders that will lead to the consideration and use of research in their work. Moreover, the dissemination of research is crucial in ensuring the uptake of research findings in educational policy and practice in order to contribute to the improvement of Philippine education.

The Private Education Assistance Committee (PEAC) supports building a culture of research in Philippine education through the Dissemination Assistance for Research in Education.

The DARE provides a paper presentation grant to full-time regular faculty members and administrators of private educational institutions who will present their research papers in international conferences abroad. Presenting a paper in conferences can be considered a professional development opportunity for the researchers to exchange ideas, interact with fellow researchers, and contribute to knowledge in a particular field or area.

#### **Eligibility**

Applicant must be a Filipino citizen who is a full-time regular faculty member or administrator of a private educational institution and whose paper has been accepted for presentation in an international conference abroad.

#### **Coverage**

Topics of papers to be presented should be education-related such as 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, among others.

#### **Application requirements**

- Application letter with signed endorsement of the head of the school where the applicant is employed
- Soft copy (in Microsoft Word format) of the paper to be presented in the conference
- Official letter of acceptance from the conference organizers
- Official conference information and announcement
- Concise curriculum vitae of the applicant

### **Submission of application**

- The application requirements must be submitted at least two months prior to the conference. No application will be processed after the conference.
- To ensure that the assistance will benefit as many individuals as possible, an individual is allowed to submit one application in a given fiscal year
- A grantee of a given fiscal year may only apply for a new grant after one fiscal year. For example, an individual awarded a grant in fiscal year 2023-2024 will be able to apply for a new grant in fiscal year 2025-2026.
- If there are two or more applications from the same institution for the same conference, only one applicant should be endorsed by the school head.

### **Grant value and conditions**

The amount of the grant is Php 40,000 per grantee with the following conditions:

- The approved grant is applicable only to the paper and conference indicated in the application.
- The grantee shall acknowledge the PEAC in the paper to be presented.
- After the conference, the grantee shall submit a revised paper to the Philippine Education Research Journal (PERJ) following its guidelines. In case the paper has co-authorship, the grantee is responsible for securing the permission of the other author/s.
- The grantee shall also submit a conference organizer's certification or proof that the approved paper was presented during the conference.
- The grantee is responsible for informing the PEAC National Secretariat of any change in the plans indicated in the application such as the non-participation in the conference. In such case, either the processing of the application will be discontinued or the grant is forfeited.

### **Evaluation criteria**

Conference papers submitted during the application will be reviewed by an external evaluator based on the following criteria: relevance; validity; originality; ethicality; clarity; significance; and format, among others. Refer to the PERJ Review Guidelines available at the PEAC website (<https://peac.org.ph/review-guidelines/>).

### **Selection Process**

1. The application is subjected to an initial screening by checking the eligibility of the applicant, completeness of documentary requirements, and other relevant provisions of the guidelines.
2. After an application that passed the initial screening, the paper will be sent to an external evaluator for review.
3. Upon the recommendation of the external evaluator, the paper is accepted by the PEAC National Secretariat or revised by the applicant prior to the processing of the grant approval and release.
4. The PEAC Executive Director approves the applications that will be awarded the grant.
5. The PEAC National Secretariat will notify the successful applicants through email

### **Execution of the grant**

The grantee shall receive the agreement for signature immediately after the approval of the grant by the PEAC Executive Director. Upon receipt of the signed agreement, the grant is processed and the successful applicant is notified of the release of the grant.

### **Disbursement of funds**

Funds are disbursed following a schedule of releases below.

- 75% of the grant upon receipt of the signed agreement
- 25% of the grant upon submission of the paper for submission to PERJ and certification from the conference organizers

### **Monitoring and Evaluation**

The PEAC National Secretariat will monitor beneficiaries who have successfully published their approved papers in research journals, including PERJ. The individual grantee shall accomplish a feedback survey on the program a year after the grant is received which shall also include reporting the publication status of the paper presented.