



Republic of the Philippines
Department of Education
REGION VIII - EASTERN VISAYAS

April 27, 2021

REGIONAL MEMORANDUM

No. **000232**, s. 2021

CALL FOR PRESENTATION OF INNOVATIONS

To: Schools Division Superintendents
Regional Office Division Chiefs
Public Elementary and Secondary School Heads
All Others Concerned

1. In preparation for the conduct of the **Eastern Visayas Innovation Summit (EVIS)** tentatively scheduled on June 17-18, 2021, this Office announces the call for submission of completed innovation projects piloted by teachers, school heads, specialists, supervisors, and superintendents within the last 13 months, for presentation during the Summit.
2. This intellectual exercise shall focus on showcasing innovations conducted in the school, district, division, and regional levels to address the needs of basic education related to the following areas:
 - a. Curriculum, Teaching & Learning, and Learning Resources;
 - b. Planning, Monitoring & Evaluation Systems, Research, and Technical Assistance;
 - c. Partnership & Linkages, Support to Health, and Disaster Risk Reduction Management, and;
 - d. Governance and Leadership (Human Resource Development, Income Generation, and Administration)
3. All interested authors must strictly adhere to the prescribed format of a project brief and the uploading instructions enclosed herewith. Project briefs must be dropped to a Google Drive found through **bit.ly/submitEVIS** on or before **May 14, 2021**. Failure to follow the instructions shall be grounds for automatic disqualification.
4. The innovation projects shall be shortlisted based on the following criteria:
 - a. Relevance to Basic Education in the New Normal (20%)
 - b. Uniqueness, Creativity, and Thoroughness (20%)
 - c. Feasibility, Sustainability, and Replicability (20%)
 - d. Positive Impact to Target Beneficiaries (20%)
 - e. Urgency of Implementation (20%)



5. The final list of qualified innovation presenters shall be announced through a separate Memorandum and shall likewise be recognized as Innovators of the Year during the activity.
6. Immediate dissemination of and strict compliance with this Memorandum are desired.


MA. GEMMA MERCADO LEDESMA
Regional Director 

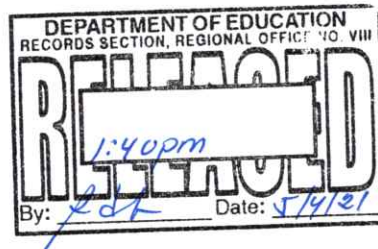
Enclosures: As stated

References: None

To be indicated in the Perpetual Index under the following subjects:

INNOVATION SUMMIT

PPRD-MBG



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Prescribed Format of the Project Brief of a Completed Innovation

The submission must use Times New Roman font 12, 1.5 spacing, indented paragraphs, normal margins (1 inch all sides) A4 (8.27" x 11.69") size paper, maximum of 3 pages (excluding the appendices)

Title of Innovation Project

(Titles may include up to 12 words that will catch the attention of participants and accurately describe the project. Titles should not be capitalized unless it is an acronym)

Project Author (Only the sole/lead author per project)

Example:

Juan B. dela Cruz, Master Teacher II
Inovacion Elementary School, Dugos, Abuyog City
0918-273-6450 / juan.delacruz@deped.gov.ph

Project Summary

The goal of this section is to present, in paragraphs, the background, objectives, methods, and results of the project concisely and clearly, and must be able to answer the following questions:

- Why did you create this project?
- Why do you consider this an innovation in the new normal?
- Who were your target beneficiaries? Where did this take place?
- What activities did you accomplish to complete this project?
- How long did it take for you to complete the project? Who helped you with it?
- How much did you have to spend for its implementation?
- What was the result? What was the impact of your project to the educational system and to the community? What proof can you show us of its positive impact?
- What do you intend to do next?

Appendices (if applicable)

Pictures, screenshots, Letter/MOA from Donors, recognitions received, approved evaluation form signed by project evaluators, etc.

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Instructions for Submission of Project Briefs

General Rule: Read the instructions carefully. Failure to follow the instructions shall be grounds for automatic disqualification.

1. Encode your project brief in a Word file using the format prescribed in this Enclosure.
2. Attach all necessary appendices within the Word file.
3. Save your document in pdf format.
4. The file name must be in this format: <Category Code>_<Last Name of Author>
Example: CTL_Bautista
Codes are:
 - CTL** - Curriculum, Teaching & Learning, and Learning Resources;
 - PMR** - Planning, Monitoring & Evaluation Systems, Research, and Technical Assistance;
 - LHD** - Partnership & Linkages, Support to Health, and Disaster Risk Reduction Management, and;
 - GLA** - Governance and Leadership (Human Resource Development, Income Generation, and Administration)
5. Go to **bit.ly/submitEVIS** where you will be directed to a Google Drive.
6. Drop your pdf file into the Drive.
7. Wait for confirmation and further announcements which will be communicated through your official email address.