



Republic of the Philippines
Department of Education
REGION VII – CENTRAL VISAYAS
SCHOOLS DIVISION OF CEBU PROVINCE

Office of the Schools Division Superintendent

June 8, 2021

DIVISION MEMORANDUM

No. 179, s. 2021

**SEAMEO VOCTECH SCHOLARSHIP PROGRAMMES
(VIRTUAL REGIONAL TRAINING TO CONDUCT AN IMPACT EVALUATION OF
EDUCATION)**

**To: Assistant Schools Division Superintendents
Chiefs, Functional Divisions
Education Program Supervisors/Coordinators
Public Schools Division Supervisors (PSDSs)/OICs
Principal/School Heads of Elem./Sec. Schools
Teachers and All Others Concerned**

1. For the information and guidance of all concerned, the Southeast Asian Ministries of Education Organization (SEAMEO) Regional Center for Vocational and Technical Education and Training (VOCTECH) offer one (1) slot for the Virtual Regional Training Programme on Conducting an Impact Evaluation of Education and Training Programme on June 14-17, 2021.
2. For the details and other information, kindly refer to the attached Regional Memorandum no. 0367, s. 2021.
3. Wide dissemination of this memorandum is desired.


MARILYN S. ANDALES EdD, CESO V
Schools Division Superintendent

MSA/FCL/Pia



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Republic of the Philippines
Department of Education
REGION VII - CENTRAL VISAYAS

Office of the Regional Director

MAY 19 2021

REGIONAL MEMORANDUM
No. 367, s. 2021

SEAMEO VOCTECH SCHOLARSHIP PROGRAMMES

To: SCHOOLS DIVISION SUPERINTENDENTS
ALL OTHERS CONCERNED

1. Attached is DepEd Memorandum No.DM-CI-2021-00157, dated May 4, 2021, from **Director Diosdado M. San Antonio, Office of the Undersecretary for Curriculum and Instruction**, entitled :“ SEAMEO VOCTECH Scholarship Programmes”, contents of which are self-explanatory for the information and guidance of all concerned.
2. In line with this, the deadline on the said date of submission will be extended until **May 21, 2021**.
3. All required documents (Annex A) must be submitted via email at scholarships @depd.gov.ph and rosa.cabotaje @ depd.gov.ph on or before the said deadline.
4. Immediate dissemination of and compliance with this Memorandum are desired.

SALUSTIANO T. JIMENEZ JD, EdD, CESO V

Director IV
Regional Director

STJ/CAE/HRDD/NEAP-RO7/VVY/RHC



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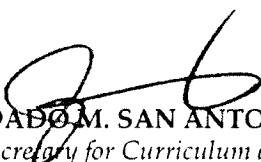
Republic of the Philippines

Department of Education

UNDERSECRETARY FOR CURRICULUM AND INSTRUCTION

MEMORANDUM
DM-CI-2021-00 **157**

TO : Minister of Ministry of Basic, Higher and Technical Education, BARMM
Regional Directors
Schools Division Superintendents
Heads of Public Elementary and Secondary Schools
All Others Concerned

FROM :  DIOSDADO M. SAN ANTONIO
Undersecretary for Curriculum and Instruction

SUBJECT : SEAMEO VECTECH Scholarship Programmes

DATE : 4 May 2021

The Southeast Asian Ministries of Education Organization (SEAMEO) Regional Center for Vocational and Technical Education and Training (VOCTECH) offer one (1) slot for the Virtual Regional Training Programme on "Conducting an Impact Evaluation of Education and Training Programme" on 14 - 17 June 2021. The training will include definition and consideration to conduct impact evaluation, the process of conducting an impact evaluation, application of selected techniques using quantitative and qualitative methods, and write an impact study plan and report.

The virtual training starts with compulsory 4-hour online knowledge and input discussion session per day, followed by self-working phases. For our selection purposes, we encouraged to nominate at least two (2) in accordance with the following details:

- have a sufficient internet access, laptop with camera and microphone for an interactive training and be able to attend the whole training.
 - have at least a basic background knowledge on the above said course.
 - Good command of English
 - IT literate
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Course Outline

Virtual Regional Training Programme on Conducting an Impact Evaluation of Education and Training Programme 14-17 June 2021 | Brunei Darussalam

Rationale

An impact evaluation is a systematic analysis of lasting or significant change –positive or negative, intended or not – in people’s lives brought about by an action or a series of actions from an intervention (Roche, 1999 as cited in Intrac 2017). This is a continuous process to help the policymakers fully think through and understand the consequences of possible and actual interventions. This kind of study can be a tool to enable the policymakers or funding donors to weigh the positive and negative effects of such interventions.

Impact evaluations provide information about the impacts produced by an intervention (Rogers, 2014). According to INTRAC (2010), an impact study or impact evaluation/assessment can be used to (1) demonstrate success to donors, ourselves and the public; (2) learn to understand how our efforts impact on the communities in order to improve the effectiveness of our interventions, (3) be accountable to the people (stakeholders) for whom we are working, and (4) advocate for changes in behaviour, attitudes, policy and legislation at all levels.

This course will prepare participants with knowledge and skills in conducting an impact assessment. This training is very useful for those assigned to determine whether an intervention or a project going to be implemented will have any expected impact or the project implemented has had any impact on the targeted recipients and meeting the expectation/objectives. In the end, this can also be used as feedback in the examination of various development processes. The course will address various topics including the justification for conducting an impact study, common processes, various techniques in conducting an impact study, and writing an impact study proposal and report.

Objectives

After completing this course, the participants will be able to:

1. Explain various definitions, including considerations of when to perform an impact assessment/evaluation.
2. Explain the process of conducting an impact study.
3. Elaborate key elements of evaluation design.

APPENDIX 1



4. Apply selected techniques of ex ante and ex post evaluations using quantitative methods.
5. Apply selected techniques of ex post evaluations using qualitative and mixed methods.
6. Write an impact study plan and report.

Contents

1. Overview of Impact Study

In this session, participants will be introduced with the definitions and examples of impact studies. The discussion will also cover the advantages and disadvantages of conducting impact study, including when to adopt the study.

2. Country Reports on the assessment of the effectiveness of projects/programmes

The participants will present country reports focusing on the practices, major issues, challenges, and future directions on the assessment of the effectiveness of projects/programmes.

3. Processes of Conducting an Impact Study

There are various ways of conducting an impact studies. One of the common processes will be elaborated which covers the following stages: Development, Options, Consultation, Final Proposal, Implementation, and Review.

4. Key Elements of Evaluation Design

This session will cover an example of key elements of evaluation designs. These include: (1) Adopting relevant theory (if any), (2) Identifying key evaluation questions including the baseline survey, (3) selecting the evaluation design/approach both under ex ante and ex post evaluation, (4) triangulating the findings, and (5) contextualizing the evaluation.

5. Selecting techniques in conducting an impact study using quantitative methods

This session will provide participants with knowledge and skills in selecting and using selected techniques under ex ante and ex post evaluations using quantitative methods.

6. Selected Techniques in using Qualitative and Mixed Methods in Impact Study

Using selected techniques under ex post evaluations using qualitative and mixed methods, participants will be guided through theory and practices to master the techniques.

7. Output and Action Plan

To provide a tangible output, this session will equip participants with knowledge and skills in writing an impact study plan and report based on selected case or project.

APPENDIX 1



Duration

This course will run online for Four (4) days. Each day, participants will be working individually or in group for 4 hours in the morning and in online class presentations and discussions for another 4 hours in the afternoon. It is schedule to be held from 14 to 17 June 2021.

Delivery Method

The training will be delivered online using mixed approaches or techniques, independent study, brainstorming participants' experiences and ideas, followed by presentation/s of the resource persons and discussions. There will be hands-on exercises on how conduct an impact study and demonstration on how carry out each step. To optime the transfer of learning, the training will apply a flipped online classroom whereby participants will be provided the handouts and reading before the meetings. The participants will read and may discuss within the group in the morning before the online class and in the afternoon will be used for sharing and discussion or further clarification of the topics.

Expected Output

At the end of the course, participants will have produced an action plan that will be implemented after the completion of the training programme.

Target Participants

The participants of the training programme are teachers/instructors or administrators who have responsibilities for evaluating the implementation of projects or interventions. Preferably, they should have basic knowledge in research and computer skills: understanding basic quantitative research and having working computer knowledge and skills, e.g. computer applications on MSWord, Excel, and PowerPoint.

Course Requirements

The participants are required to:

1. To prepare a presentation to share experience on Impact Evaluation.

APPENDIX 1



Funding Sources and Fee

1. **Scholarship Participant:** The Government of His Majesty the Sultan and Yang Di-Pertuan Negara Brunei Darussalam grants full scholarship participants which is nominated by the Southeast Asian Ministers of Education Organisation (SEAMEO) member country and approved by the Centre to participate in regional training programmes. For this online training, each SEAMEO member countries is entitled to send TWO scholarship participants and for Brunei Darussalam is entitled to send FIVE scholarship p[articipants].

SEAMEO VOTTECH Procedures

1. **Participants are required:**
 - a. Maximum age of 55
 - b. A cover letter signed by your nominating organisation
 - c. Please take note that Full Scholarship alumni who has attended our Regional Training Programmes before at SEAMEO VOTTECH, can only apply again for another course after THREE YEARS from the date of their last attended course.
2. **ENGLISH LANGUAGE SKILLS:** It is essential that your English language skills are good enough for you to participate in the course.
3. **COMPUTER SKILLS:** Participants should have a basic competence in using Microsoft Office applications eg. Word, Excel and PowerPoint.
4. **LAPTOP/NOTEBOOK:** Participants are required to have their own wifi-enabled laptop/notebook computer and stable internet connection.
5. **PARTICIPATION:** All participants are encouraged to wear modest outfit that is suitable for the photo taking and required to leave the video on whenever necessary.
8. **CERTIFICATE:** Compliance with the requirements of attendance, participation, and submission of course requirements must be observed to be awarded with the Certificate of Completion.
9. For inquiries and registration, please contact: Training and Professional Development Division at email address: training@vottech.edu.bn or fax to: +(673) 244-7955.

APPENDIX 1



Course Coordinator

For further inquiries, please contact the Course Coordinator:

DR PARYONO

Research Specialist / Research Manager

Deputy Director for Professional Affairs

SEAMEO VOTTECH Regional Centre, Jalan Pasar Baharu, Gadong BE 1318

Brunei Darussalam

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Email Add. : paryono@vottech.edu.bn

REFERENCES

- INTRAC. (2017). *Impact Assessment: Understanding and assessing our contributions to change*
- Khandker, S.R., Koolwal, G.B., & Samad, H.A. (2010). *Handbook on Impact Evaluation: Quantitative Methods and Practices*. Washington DC: The International Bank for Reconstruction and Development, The World Bank
- Roche, C. (1999). *Impact Assessment for Development Agencies*. Oxfam
- Rogers, P. (2014). *Overview of Impact Evaluation*. Methodological briefs. Impact Evaluation no 1. UNICEF.

 SEAMEO VOTTECH	TRAINING NOMINATION FORM
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(Note: Kindly read the instructions and requirements provided in the form and/or attachment. Thank you.)

1. Training Programme

COURSE TITLE Virtual Regional Training Programme on “Conducting an Impact Evaluation of Education and Training Programme”	
DATE OF TRAINING 14-17 June 2021	VENUE BRUNEI DARUSSALAM

2. Personal Information

TITLE <input type="checkbox"/> Prof. <input type="checkbox"/> Dr. <input type="checkbox"/> Mr. <input type="checkbox"/> Mrs. <input type="checkbox"/> Ms.		PARTICIPANT FULL NAME (As it appears on your passport)		*NAME TO APPEAR ON NAME TAG	
GENDER	MARITAL STATUS	DATE OF BIRTH (DD-MMM-YYYY)	*IDENTIFICATION CARD NO. (National ID/SSS/KTP/MyKad)	RELIGION	
NATIONALITY	PASSPORT NUMBER	*PASSPORT DETAILS DATE OF ISSUE (DD-MMM-YYYY) DATE OF EXPIRY (DD-MMM-YYYY)		PLACE OF ISSUE	
*MOBILE NO. (Country Code+Mobile No.)		*E-MAIL ADDRESS (Office or Personal E-mail Address)			

PLEASE INDICATE YOUR LEVEL OF COMPETENCIES USING THE SCALE “EXCELLENT, GOOD OR FAIR”				
English Language:	Writing	Speaking	Reading	Listening Comprehension
IT Skills:	MS Word	MS Excel	MS Powerpoint	Internet Browsing

HAVE YOU EVER ATTENDED ANY **TRAINING PROGRAMME/S** OFFERED AT SEAMEO VOTTECH?

☐ YES If YES, please indicate the course title and year of participation:

☐ NO

*IMMEDIATE CONTACT PERSON TO BE NOTIFIED IN-CASE OF EMERGENCY		
NAME	RELATION	MOBILE NO.

ANNEX A
LIST OF REQUIREMENTS

Qualification	Documentary Requirements
a. Filipino citizen	1. Updated Personal Data Sheet 2. Screening Form 3. Endorsements from the head of office <ul style="list-style-type: none"> a. endorsement from school principal/division chief b. endorsement from the Schools Division Office through the Office of the SDS c. Nomination Letter from the Regional/Bureau Director or his/her duly authorized representative (thru the Regional HRDD Chiefs)
b. Must be 50 years old below	
c. Must have rendered at least five (5) years of service in the government (DepEd) at the time of nomination	
d. Must hold a permanent appointment at the organization nominating him/her	
e. Must be computer literate and have access to stable Internet connection to enable them to participate in online interactions	
f. Must have no pending administrative and/or criminal case	
g. Must have a college degree and/or sufficient demonstrated ability and experience related/relevant to the course he/she is applying for	
h. Must have a good command of the English language (spoken and written)	
i. Must have professional development needs aligned with the KRAs of the organization	
j. Must have outstanding accomplishments related/leading to the program applying for	
k. Must have no pending nomination for scholarship in another program/course or have already rendered the required service obligation for a scholarship previously enjoyed	
l. Physically and mentally fit	
m. Not an expectant mother	

COURSE TITLE
Application of (NAME of NOMINEE)
Submitted on (DATE and TIME)

1. Email Addresses:	
2. Training Course:	
3. Contact Numbers:	
4. Designation/Position:	
5. Work Station (School/Office Unit):	
6. School Division Office:	
7. Religion:	
8. Age:	
9. Number of Years in DepEd	
10. Work Experience/s Related to Teaching (Indicate the highlights and duration.)	
11. Outstanding Accomplishments (Max of 5)	
12. Educational Attainment (Indicate School, Program, Specialization, and Title of Thesis/Dissertation, if any.)	
13. What challenges had you experienced as a teacher? What did you learn from them?	
14. What initiatives do you plan to implement so your school/office will benefit from this program?	
15. How did you hear about this scholarship opportunity?	