CALL FOR RESEARCH PROPOSALS

Academic Year 2026-2027

The UST Research Center for Social Sciences and Education (RCSSED) is now accepting research proposals for the RCSSED Research Grant Project (RRGP), covering the Academic Year 2026-2027.

Eligibility

RRGP is open to all Thomasian academic staff/faculty members who are:

1. Tenured and tenure-track academic staff (the latter need to have a "satisfactory" student evaluation result);
2. Affiliated with the UST Education, Junior and Senior High Schools, and the degree-granting colleges, faculties, and institutes of the University;
3. Possessing at least a master's degree (pursuing or already earning a doctoral degree is an advantage); and
4. *Very much willing* to produce research for reputable peer-reviewed journals and books, for consultancy work, and for action research projects (experience in producing such scholarly materials is an advantage).

Disciplinal Thrusts

The Center welcomes Thomasian academic staff with a passion and/or a track record in doing social science research. Their research proposals should fall under two major RCSSED disciplinal thrusts: the social sciences and education.

Research projects can encompass specific/multiple disciplines in the **social sciences** (anthropology, psychology, sociology, education, economics, political science, social work, communication, history, geography, linguistics and language studies); in **business and management and allied fields** (e.g., business administration, accountancy, tourism and hospitality, development studies, behavioral sciences); in **science-oriented fields wanting to dip into the social sciences using social science research methods** (e.g., medicine, nursing, rehabilitation sciences, pharmacy, medical technology, engineering sciences, computing sciences, environmental studies, etc.); and **other fields of study** employing social science **research methods** (e.g., legal studies/policy sciences, Catholic studies, physical education and athletics, community development, etc.).

Research Interest Groups (RIG)

The Center rolls out its RRGP through research interest groups (RIG). RIGs include those currently operating at the Center (*see list below*) and those that are aligned with the disciplines of the faculties, colleges, and institutes of the University. Academic departments can form RIGs, especially if research projects *are aligned* with the disciplinal-level research agenda of your academic department.

Current RIGs of the Center

- Life Course and Intergenerational Studies (Youth & Elderly)
- Business
- Sustainability Studies
- Psychology
- Language Studies
- Community-Engaged Studies
- Church and Social Issues
- Social Health Studies
- Politics and Public Policy
- Tourism Studies
- Educational and Leadership Studies
- Gender and Inclusivity
- Communication

The Center also espouses a commitment to conduct action, policy, and scholarly research on social issues. Committing to study these issues falls under the Dominican Order's commitment to justice, peace, and human rights concerns. These concerns challenge social science research to engage on these issues —through teaching, research, and community service/extension— in the spirit of the Dominicans' "Salamanca Process". This Process is a dialogue by the Dominicans that "calls for a synergy between the Dominican intellectual and apostolic life by directing study, research, analysis, and action towards addressing the challenges that the world faces" (UST Institute of Religion, 2020). Examples of justice, peace, and human rights issues are found below, but *are not limited* to the topics below:

Climate change | Multilateralism and national sovereignty | Self-determination and territorial integrity
Women's rights and the right to life | Universality of human rights and territorial integrity
Freedom of education and self-regulation | Combating terrorism and individual freedoms
Freedom of expression and the fight against hate speech | Individual and community rights
Reception of international migrants and refugees and the regulation of migration flows

(Dominicans for Justice and Peace, 2022)

Application Requirements

Applicants should prepare three requirements that make up their Application Packet:

1. A *letter of intent* that is **endorsed by the Dean/Director** and **noted by the Department Chair/Coordinator/Program Head or Lead**. The letter should clearly stipulate disciplinary background, research interest, intended RIG to work under, and the rationale for how RCSSED may assist the applicant in pursuing a research career in the university. Please address your letters of intent to:

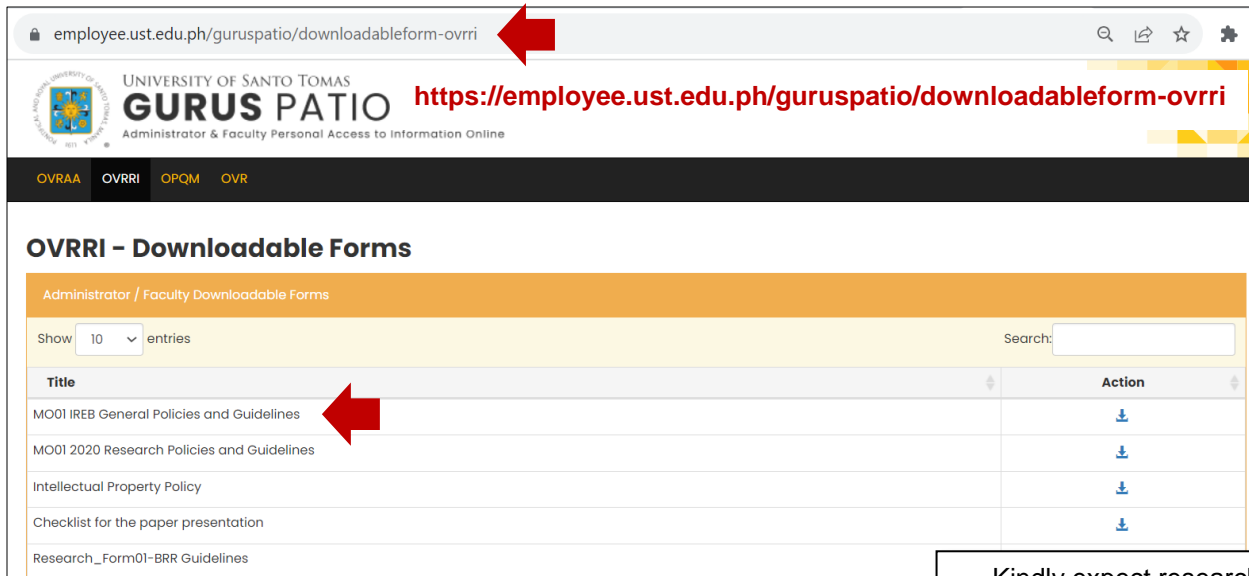   **Asst. Prof. Katrina Ninfa M. Topacio, Ph.D.**, *Officer-in-Charge*

   *Please note that letters of intent without the signatures of the Dean/Director and Department Chair/Coordinator/Head will not be accepted as valid.

2. *Curriculum vitae* using RCSSSED template

3. A *full-blown research proposal* (with a template file, S051-00-FO01 rev01) whose parts *must be entirely accomplished*:
   a. *Working title* of the proposed study.
   b. Name of Proponent and her/his affiliation.
   c. Indicative abstract.
   d. Proposed project's alignment with the United Nations Sustainable Development Goals (SDGs).
   e. Rationale / Study Background and Significance of the Study.
   f. Research Objectives / Research Questions / Research Hypothesis.
   g. Theoretical Background (Theoretical Framework & Literature Review).
   h. Research Simulacrum / Conceptual Framework (if applicable).
   i. Methods and Design.
   j. Ethical considerations.
   k. Alignment of the proposed study to your teaching and/or service engagement functions in the University.
   l. References.
   m. Target journal/s to publish your research output.
   n. Line item budget (including application fees for research ethics clearance).
   o. Gantt Chart / Timetable.

Research ethics procedures

The Office of the Vice Rector for Research and Innovation (OVRRI) and the newly created UST Institutional Research Ethics Board (IREB) issued these new guidelines last November 13, 2023. Since we will all be carrying the name of the University of Santo Tomas (UST), regardless of whether our study's human participants are either Thomasians or non-Thomasians, research projects must get ethics clearance from an IREB and PHREB-accredited research ethics committee, such as the following:

- **Already accredited by the Philippine Health Research Ethics Board (PHREB)**:
College of Nursing, Faculty of Pharmacy, The Graduate School, the College of Rehabilitation Sciences, and the UST Hospital

  - *NOTE: The application for ethics approval may be done after the research proposal has been accepted.*

https://employee.ust.edu.ph/guruspatio/downloadableform-ovrri

If your proposed projects involve human participants, your Application Packets to RCSSED will have to contain your draft participant information sheets, informed consent forms, and/or non-disclosure agreements for interview transcribers. Samples of these documents are attached herewith (*see attached files in the email*).

Kindly expect research ethics reviews of social science-oriented studies to take some two to eight weeks (depending on whether your study is low risk or high risk) with your preferred IREB-accredited research ethics committee. This timeframe must be factored in when making your Gantt Chart.

Ojo!

If your proposed research project will have Thomasian students, faculty members / academic staff, non-academic employees, UST applicants and UST alumni, the IREB guidelines mandate the following of procedures for data privacy. This measure complies with the country's Data Privacy Act. Kindly see the Appendix for the complete text of S006-00-ME34 (February 2022).
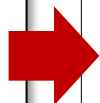
UNIVERSITY OF SANTO TOMAS
OFFICE OF THE SECRETARY-GENERAL

UST:S006-00-ME34
AY 2021-2022

TO	:	ALL ACADEMIC AND ADMINISTRATIVE UNITS
FROM	:	OFFICE OF THE SECRETARY-GENERAL
RE	:	PROCESS, PATHWAY OF APPROVAL, AND REQUIREMENTS FOR REQUESTED PERSONAL DATA FOR DATA-GATHERING PURPOSES
DATE	:	2 FEBRUARY 2022

In compliance with the Data Privacy Act of 2012, the University, through its Data Protection Officer (DPO) and heads of academic, research, and administrative offices as Compliance Officer for Privacy (COP), reiterates the need to protect the personal data of our data subjects (i.e., applicants, students, academic staff, support staff, and alumni).

Guidelines for Preparation of Requirements and Submission

1. Applicants are expected to prepare the three requirements and secure the necessary endorsement letters (with signatures) from the Dean/Director of the faculty/college/institute. It is the applicant's responsibility to seek permission and inform their Dean/Director and Department Chair/Coordinator/Program Head about their plan to submit a proposal to RCSSED.

2. All three accomplished documents and their accompanying signatures should be in electronic form and submitted to RCSSED through a Google form link. For AY 2026-2027 proposals, the submission link is: https://forms.gle/mY93uQDXmGkXvSfU8

3. Submitted application packets will be initially assessed by the RCSSED director and an in-house assessment team.

4. Applicants are expected to present their proposals starting mid-May 2026 to the first week of June 2026 before a panel of examiners. The Center will contact applicants for their scheduled presentations, these being part of the evaluation process.

5. Starting mid-June 2026, applicants will be informed of the evaluation results.

Research proposal evaluation

1. The competitive evaluation of eligible proposals will be undertaken by the Research Center Director and the Center's in-house assessment team.

2. Review criteria include:

a. ***Contribution to New Knowledge and to Society***
   i. Alignment with the research thrusts of the University.
   ii. Alignment to the UN Sustainable Development Goals (SDGs), Philippine Development Plan 2023-2028, and National Research Priority Areas of relevant government agencies (e.g., Department of Science and Technology; the National Research Council of the Philippines and its National Integrated Basic Research Agenda [NIBRA]; the Department of Health and its National Unified Health Research Agenda [NUHRA]).
b. ***Scholarly significance*** of the project, with the proposal contributing to the applicant's disciplinal expertise and line of research interests.
c. ***Quality of the proposal*** reflects the applicant's deep knowledge and disciplinal familiarity with the proposed research focus, methods, theories, and global literature.
d. ***Intended outcomes*** of the proposal are clear, sufficient, and feasible.
e. ***Budget allocation*** is appropriate to the proposed project.

Research proposals are expected to target international journals indexed in the Scopus and/or the Web of Science indices, and to contribute to local and/or national policy-making.

Application Packet Submission

Interested academic staff can submit their Application Packets via the Google form link:

https://forms.gle/mY93uQDXmGkXvSfU8

In case problems are encountered with the Google Form submission, kindly email your concerns to rcssed@ust.edu.ph.

Important Dates to Remember

Submission of all Application Packet documents	***On or before April 30, 2026***
Research proposal evaluation	***Mid-May to mid-June 2026***
Notice of acceptance	***Starting mid-June 2026***
Submission Link (Google Form Upload)	***https://forms.gle/mY93uQDXmGkXvSfU8***
For queries	**rcssed@ust.edu.ph	+632-87313535**