

## **In-kind Donations for Marawi**

### **1. Background about TIPH**

The Initiative PH (TIPH) is a volunteer organization independently and primarily run by DLSU students that coordinate relief goods efforts for poverty- and conflict- ridden areas in the Philippines. By spearheading youth volunteer efforts, the organization builds solidarity and social consciousness among students regardless of school or social background.

### **2. Partner organizations:**

The donations will be turned-over to the partner organizations of TIPH, namely AFS Intercultural Programs Philippines and Teach Peace Build Peace Movement (TPBPM). Food, water, clothing, blankets and toiletries shall be given to AFS, while stuffed toys, school supplies, art kits and other children's items shall be given to TPBPM for their programs regarding the children's psychosocial needs.

For more info about the partner organizations, please visit their websites

AFS: <http://www.afs.ph>

TPBPM: <https://teachpeacebuildpeace.com>

### **3. Types of donations**

Basic needs: Halal certified food, water, toiletries, medicine, clothes and slippers

Guidelines:

- a. Clothes and slippers must be in good condition
- b. Underwear such as panties, briefs and boxers must be brand new
- c. Donations of food and medicine must not be expired. Please check the expiration date.

For the children's psychosocial programs: stuffed toys, sketchpads (9x12), crayons (box of 8), pencils, coloring books and story books

Guidelines:

- a. Must be in good condition and clean with no residue of dust
- b. Stuffed toys must not exceed 2 feet
- c. Please avoid stuffed toys of pigs, dogs and dolls
- d. Please avoid toys that suggest violence and those made out of hard material

### **4. Donation Procedures**

- a. Donor is to contact the internal communications officer to notify the logistics committee for the transaction.
- b. Donor shall proceed to set time (12-4 pm) and venue (COSCA office/Andrew 2<sup>nd</sup> Floor) for the turn-over of goods as overseen by representatives of the logistics committee.
- c. The contents of the donation shall be listed and checked by the logistics committee and then listed using Form 1.B
- d. After processing the donation, two copies of Form 1.B shall be signed by both parties, one to be kept by the donor, thereby concluding the transaction

### **IMPORTANT REMINDERS**

- Turn-over of donations is set one day after the donors notify the organization or as specified by the donor
- Donations found damaged, expired/near expiry, or unsanitary will not be accepted and listed in Form 1.B

- Donors are encouraged to check and ask for a copy of the accomplished Form 1.B from the receiving members of the logistics committee for transparency

## **5. When and where:**

Donations may be dropped off at the COSCA office/Andrew 2<sup>nd</sup> floor every **Monday to Friday from 1-4:30 pm.**

## **6. Contact**

Official email: [theinitiativeph@gmail.com](mailto:theinitiativeph@gmail.com)

To notify donation deliveries and for questions about the TIPH:

**Theresa Lucas (TIPH Communications Head): 09065693491, maria\_theresa\_lucas@dlsu.edu.ph**

For questions and/or clarifications about the donation procedures:

**Aaron Patubo (TIPH Logistics Head): 09068261761, aaron\_patubo@dlsu.edu.ph**

For more information and updates about TIPH's projects:

Blog: <https://theinitiativephblog.wordpress.com>

Facebook: <https://www.facebook.com/theinitiativeph/>

Twitter: <https://twitter.com/theinitiativeph>