



Republic of the Philippines

TARLAC AGRICULTURAL UNIVERSITY

Camiling, Tarlac

15 March 2024

Mark Daniel Munoz

Site Implementation

Kanlahi Community Center

Unit 4, Chua Building, Zone 1, Maliwalo, Tarlac, Philippines

Dear Sir:

Warm Greetings! On behalf of Tarlac Agricultural University, I am writing to request your esteemed assistance for our upcoming Inclusion and Diversity Festival scheduled for April 18, 2024.

We are committed to fostering an environment of inclusivity and promoting holistic well-being among our student body. To this end, we are organizing an Inclusion and Diversity Festival aimed at raising awareness about various social issues, including HIV/AIDS and reproductive health.

We are aware of Kanlahi Community Center's commendable efforts in promoting health and well-being, particularly through your initiatives such as free HIV screening, STI counseling, access to pre-exposure prophylaxis (PrEP) and antiretroviral therapy (ART). Your dedication to these crucial aspects of public health aligns closely with our university's values and goals.

In light of this, we kindly request your support in providing a resource speaker on HIV awareness for our festival. We believe that your expertise and insights would greatly benefit our students and contribute to raising awareness about HIV/AIDS prevention and treatment. Additionally, we would greatly appreciate it if Kanlahi Community Center could provide free HIV screening as well as distribute reproductive health kits during the event, further empowering our students with essential resources and knowledge.

Please let us know at your earliest convenience if Kanlahi Community Center would be able to support our request. We are flexible and willing to accommodate any requirements or preferences you may have regarding the resource speaker, HIV screening and distribution of reproductive health kits.

Thank you for considering our request. We look forward to the possibility of collaborating with Kanlahi Community Center and furthering our mutual efforts to create a healthier and more inclusive society.

Warm regards,

Erika R. Prado

Chief, Student Inclusion Unit

Tarlac Agricultural University



Republic of the Philippines

TARLAC AGRICULTURAL UNIVERSITY

Camiling, Tarlac

Dr. Benny S. Soliman

Director, Office of Student Services and Development

Tarlac Agricultural University



Republic of the Philippines
TARLAC AGRICULTURAL UNIVERSITY
Camiling, Tarlac

OFFICE OF STUDENT SERVICES AND DEVELOPMENT

Title: : Inclusion and Diversity Festival

Proponent : Office of Student Services and Development
Gender and Development Office

Date : April 18-19, 2024

Venue : Alumni and Student Center, Gilberto Teodoro Gymnasium

Expected Participants : Office Student Services and Development
Student Inclusion Unit
TAU student organizations
TAU Medical and Dental Unit

Budget Needed : 100,000

RECEIVED
TAU - Office of the President
Date: 4/14/24 Time: 8:46

Rationale:

The Office of Student Services and Development in collaboration with the Gender and Development Office and TAU-Bulalayaw, would like to hold an annual festival to celebrate the diversity of the TAU community. The festival is meant to give the broad range of individuals and groups represented at TAU, an opportunity and share and enjoy our differences and to commiserate in the knowledge that as a community we are stronger and more beautiful celebrating and sharing our differences. Instead of discriminating and dividing, it will unite and harmonize our community.

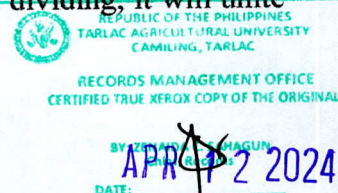
Objective:

This activity has the following objectives:

1. To develop an understanding of the various communities at TAU
2. Increase awareness of issues affecting LGBTQI+, PWD, ID, solo parents, and international students, especially among the student leaders of TAU
3. To help TAU student organizations integrate concepts of inclusion into their programs and activities.
4. To foster bonds and create camaraderie among students, faculty, and staff at TAU
5. To make all individuals regardless of gender, ethnicity, sexual orientation, ability, or family status feel welcome and a part of the TAU community.

Expected Output:

1. Midyear Accomplishment report based on DPCR 2024 (January-June 2024);
2. Midyear Accomplishment report based on IPCR 2024 (January-June 2024);





OFFICE OF STUDENT SERVICES AND DEVELOPMENT

3. Memorandum of Agreement with one external partner (Kanlahi or LoveYourself: NGOs on HIV Awareness)

Proposed Program Flow

DAY 1 (April 18, 2024)	
TIME	ACTIVITY
8:00 – 9:00 AM	Registration of student participants
9:00 – 9:20	Doxology and National Anthem
9:20 - 9:30	Opening Remarks
9:30 -10:00	Talk on Accessibility
10:00 -10:15	Question and Answer
10:15 – 10:30	Health Break
10:30 - 11:00	Talk on Solo Parents
11:00 – 11:15	Question and Answer
11:15 – 11:30	Presentation of Certificates to morning speakers
11:30 – 1:00 PM	Lunch Break
1:00 – 1:30	Talk on Indigenous People
1:30 – 1:45	Question and Answer
1:45 – 2:15	Talk on Gender Inclusion
2:15 – 2:30	Question and Answer
2:30 – 2:45	Presentation of Certificates to afternoon speakers
2:45 – 3:00	Distribution of Certificates to student participants

DAY 2 (April 19, 2024)	
TIME	ACTIVITY
7:00-8:00 AM	Parade Assembly
8:00 - 9:00	Start of Pride Parade
9:00 – 9:30	Opening of the Inclusion Games
9:30- 11:30	Gender Inclusion Games
11:30-1:00 PM	Holi Lunch (Celebration of the Indian Festival of Colors)
1:00 – 3:30	Accessibility Awareness Games
3:30 – 4:30	Arnis and IP Games demonstration
4:30 - 4:45	Announcement of Winners
4:45 – 5:00	Closing Ceremony for the Inclusion and Diversity Festival



REPUBLIC OF THE PHILIPPINES
TARLAC AGRICULTURAL UNIVERSITY
CAMILING, TARLAC

RECORDS MANAGEMENT OFFICE
CERTIFIED TRUE XEROX COPY OF THE ORIGINAL

BY: RENALDO MAGUN
Chief Records

DATE: APR 12 2024





Republic of the Philippines
TARLAC AGRICULTURAL UNIVERSITY
Camiling, Tarlac

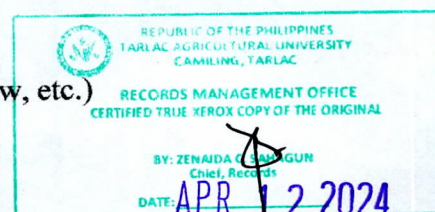
OFFICE OF STUDENT SERVICES AND DEVELOPMENT

Budgetary Requirements:

PARTICULARS	QUANTITY	AMOUNT	TOTAL AMOUNT
Meals and snacks	100	350	35,000
Honorarium	2	4,000	8,000
Tokens	2	2,000	8,000
Event Tarpaulins	4	500	2,000
Prizes for Games	15	1,000	15,000
Props for Games		5,000	5,000
Certificates	4	50	200
Certificate frames (for resource speakers)	4	200	800
Event Shirts	50	300	15,000
Decorative Materials for Cultural Event (Holi/Indian Festival of Colors)		3,000	3,000
Transportation for Resource Speakers		5,000	5,000
Pride March art materials (paint, cartolina, etc.)		3,000	3,000
TOTAL			100,000

Participants:

Gender and Development Office staff
Office of Student Services and Development Staff
Instructors teaching courses relevant to SDGs
TAU Student Organizations (e.g. SSC, TAU – Bulalayaw, etc.)
TAU Faculty, staff, and students



Working Committee:

Spearhead:	Student Inclusion Unit: Erika R. Prado, April Christian De Leon, Venus Benitez, David Kalinowski
Program and Activities:	GAD staff OSSD staff TAU Bulalayaw officers
Communication/Coordination:	Student Inclusion Unit
Tokens/Certificate:	OSSD
Documentation:	MIS personnel, TAU – Bulalayaw communications officers

Vision: TAU as one of the top 500 universities in Asia

+6345 934 0216
+6345 934 0716

presoffice@tau.edu.ph
www.tau.edu.ph



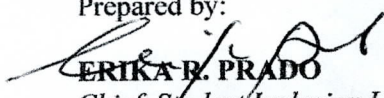
Republic of the Philippines

TARLAC AGRICULTURAL UNIVERSITY

Camiling, Tarlac

OFFICE OF STUDENT SERVICES AND DEVELOPMENT

Prepared by:

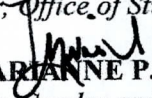

ERIKA R. PRADO

Chief, Student Inclusion Unit, OSSD

Noted:


DR. BENNY S. SOLIMAN

Director, Office of Student Services and Development


DR. MARIANNE P. VILLARUEL

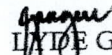
Director, Gender and Development Office

Certified as to the Availability of the Allotment:


HELEN G. RUZOL

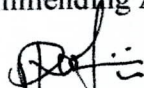
Officer-in-Charge, Budget Office

Approved as to the Availability of the Fund:


LYDIE G. RAGUS

Accountant III

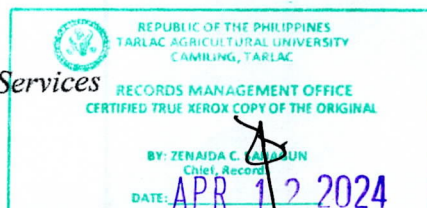
Recommending Approval:


DANILO N. OFFICIAR, Ph.D.

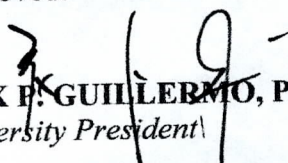
Vice President for Student Affairs and Services


YOLANDA P. JUAN

Vice President, Finance and Administration



Approved:


MAX P. GUILLERMO, Ph.D.

University President

APR 04 2024

Vision: TAU as one of the top 500 universities in Asia

+6345 934 0216

+6345 934 0716

presoffice@tau.edu.ph

www.tau.edu.ph



Invitation and Request Letter: TAU Inclusion and Diversity Festival

6 messages

Erika Prado <eprado@tau.edu.ph>
To: mdanielmunoz@gmail.com, kanlahi.community.center@gmail.com

Thu, Mar 21, 2024 at 11:50 AM

Dear Mr. Munoz:

Warm Greetings!

On behalf of Tarlac Agricultural University, I am writing to request your esteemed assistance for our upcoming Inclusion and Diversity Festival on April 18, 2024 with the theme: Embracing Every Hue: Fostering Advocacy for Inclusion to Uphold Equality and Dignity for All.

We are committed to creating an environment of inclusivity and promoting holistic well-being among our student body. To this end, we are organizing an Inclusion and Diversity Festival aimed at raising awareness about various social issues, including HIV/AIDS and reproductive health.

In light of this, we kindly request your support in providing a resource speaker on HIV awareness for our festival. We believe that your expertise and insights would greatly benefit our students and contribute to raising awareness about HIV/AIDS prevention and treatment. Additionally, we would greatly appreciate it if Kanlahi Community Center could provide free HIV screening as well as distribute reproductive health kits during the event, further empowering our students with essential resources and knowledge.

Attached here is a copy of a signed letter of our request. Please let us know at your earliest convenience if Kanlahi Community Center would be able to support our request. We are flexible and willing to accommodate any requirements or preferences you may have regarding the resource speaker, HIV screening and distribution of reproductive health kits.

Thank you for considering our request. We look forward to the possibility of collaborating with Kanlahi Community Center and furthering our mutual efforts to create a healthier and more inclusive society.

Warm regards,

Erika R. Prado
--
Erika R. Prado
Instructor
College of Arts and Sciences
Chief of Student Inclusion Unit
Office of Student Services and Development
Tarlac Agricultural University

 Letter Request Kanlahi for Inclusion Festival April 2024.pdf
71K

Dan Yel <mdanielmunoz@gmail.com>
To: Erika Prado <eprado@tau.edu.ph>

Thu, Mar 21, 2024 at 12:59 PM

Good day Erika! Thank you for your email, this is received and will be discussed with the team.



MARK DANIEL E. MUNOZ
SITE IMPLEMENTATION OFFICER

KANLAHI COMMUNITY CENTER
& PRIMARY HIV CARE CLINIC

☎ +639617958500
✉ mdanielmunoz@gmail.com
📍 Unit 4, Chua Building, Zone 1,
Maliwalo, Tarlac City, Tarlac, 2300

[Quoted text hidden]

Kanlahi Tarlac <kanlahi.community.center@gmail.com>
To: Erika Prado <eprado@tau.edu.ph>

Tue, Mar 26, 2024 at 2:18 PM

Good afternoon Erika, we would like to ask a few questions with regards to the said activity. Is there a way we can contact you via phone call?

On Thu, Mar 21, 2024 at 11:50 AM Erika Prado <eprado@tau.edu.ph> wrote:
[Quoted text hidden]

Erika Prado <eprado@tau.edu.ph>
To: Kanlahi Tarlac <kanlahi.community.center@gmail.com>

Tue, Mar 26, 2024 at 4:18 PM

Hi Daniel,

Apologies for the late response. Feel free to call me using my mobile number: 09399386070(Smart) . Thank you.

Regards,

Erika
[Quoted text hidden]

Erika Prado <eprado@tau.edu.ph>
To: Kanlahi Tarlac <kanlahi.community.center@gmail.com>

Mon, Apr 1, 2024 at 11:27 AM

Good morning Daniel,

May I know when I should expect your call? We are keen on sharing more details about the inclusion and diversity festival with your team.

Thank you and I hope you are having a glorious Monday.

Erika
[Quoted text hidden]

Kanlahi Tarlac <kanlahi.community.center@gmail.com>
To: Erika Prado <eprado@tau.edu.ph>

Mon, Apr 1, 2024 at 3:25 PM

Good afternoon

We are trying you call you maam.

Thanks

[Quoted text hidden]

