

April 20, 2010

Dear Graduates,

We are grateful of the initiative coming from you especially on projects or donations intended for the association and the Sisters of Mary.

Please be reminded, however, that all programs and projects whether individual or per batch should first be coordinated with ASMSI – that is – a letter or proposal should be addressed first to the ASMSI President. Upon receipt, such proposal shall be discussed by the Board of Trustees and upon approval shall be presented to the Sister in-charge of ASMSI. When everything is settled and approved by other parties concerned (even the beneficiary should approve said project), then the project can be executed.

The approved project may now be posted at the website.

If the project is for the benefit of your batch only, you are not allowed to solicit funds from other graduates other than your batchmates (not compulsory, though).

If the project is for the ASMSI and the Sisters of Mary, though initiated by Batch, please apply above reminders. It is emphasized that for 'per batch' project, we are encouraged to propose those which are feasible and achievable only so as to avoid seeking financial assistance from other graduates.

If the project/donation in cash or in kind is intended for the Sisters of Mary, it should also be coursed thru the Fr. Al's Children Foundation, Inc. (FACFI) for acknowledgment

Furthermore, proposed project initiated by individual/batch (if not intended for the Sisters of Mary or the Fr. Al's Children Foundation, Inc.) becomes ASMSI project as a whole. ASMSI shall welcome suggestions and proposals and when approved, the proponents' ideas would, of course, be recognized by ASMSI. The proponent/s however should not expect/seek something in return or if it is in monetary - a percentage of whatever would be the proceeds of the project. 'No personal interest' we shall commend! Below is the sample format for a project proposal.

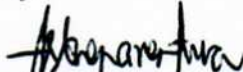
For your information and guidance.

Respectfully,



SHARON DIZON
Executive Director, ASMSI

Noted by:



ALEJO SAN BUENAVENTURA
President, ASMSI



SR. TERESITA SUMALABE, SM
Adviser, ASMSI



ASMSI

Alumni of the Sisters of Mary School, Inc.

TITLE OF PROPOSAL

Name of Proponent: _____

Proposal Content: _____

- I. Rationale
- II. Objectives
- III. The Project Body

IV. Budget

V. Time Line

Comments:

Suggestions:

Approved by:

ALEJO SAN BUENAVENTURA
President, ASMSI

SR. TERESITA A. SUMALABE, SM
Adviser, ASMSI

Sisters of Mary Local Superiors
(If the project is intended for the Sisters of Mary School/FACFI)