



**IDAHO DIAPER BANK**

# Partner Application

Idaho Diaper Bank (IDB) welcomes new partners in Southwestern Idaho that meet the following requirements and commit to adhere to IDB Principles.

1. 501©3 nonprofit status, school or other government assistance programs.
2. Partners serve a population whose diaper need is not currently being met.

Organization Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_ Website Address: \_\_\_\_\_

Director's Name: \_\_\_\_\_ Contact (if different): \_\_\_\_\_

Contact phone #: \_\_\_\_\_ Contact email: \_\_\_\_\_

Brief description of what your organization does & what counties/areas you serve:

\_\_\_\_\_

Approximately how many families/people in need of diapers do you serve each month? \_\_\_\_\_

How frequently do you typically distribute diapers? \_\_\_\_\_

When you give diapers to a family, how many do you typically distribute at one time? \_\_\_\_\_

May we place your organization's logo & a link to your website on our site? Yes No

How did you hear about the Idaho Diaper Bank? \_\_\_\_\_

Please attach a copy of your 501(c)(3) tax-exempt determination letter or a letter on your state agency or designated religious organization's letterhead.

## OPERATING PRINCIPLES

- All diapers provided to PARTNER by the Idaho Diaper Bank (IDB) are to be distributed to families in need without charge
- IDB and PARTNER will not discriminate on any basis.
- IDB PARTNER does not condition assistance provided to clients directly or loosely on attendance at religious services
- PARTNER accepts referrals of families in need from National Diaper Bank Network (NDBN) and IDB
- PARTNER agrees to provide data to the IDB on a monthly basis independent of whether diapers

were received the prior month so that accurate totals of diapers distributed annually and total children served can be shared with the NDBN

- PARTNER agrees to ALWAYS black out visible UPC codes from packages and display posters communicating that diapers cannot be re-sold
- IDB maintains a regular monthly distribution schedule based on PARTNER needs which are based on the number of clients served. Orders should be adjusted each time an order is placed based on the PARTNER distribution of diapers during the prior month
- PARTNER agrees not to stockpile diapers received from the IDB as it is not in the best interest of community wide distribution to babies in need
- PARTNER agrees to adhere to the NDBN guideline of providing approximately 50 diapers per month to each baby in need to help supplement their total diaper need for the month
- PARTNER agrees to help spread awareness of Diaper Need in the community and agrees to fundraising activities with a target goal of \$1200 each calendar year. PARTNER are encouraged to enlist the support of sponsors and donors in lieu of a fundraiser.
- The IDB may reject or cancel the PARTNER partnership at any time due to lack of resources, failure to adhere to principles, or for any other reason.
- IDB items may not be sold, bartered or exchanged. Items received from the IDB may not be taken by volunteers, officers, clergy, or employees for personal use. As outlined in the Internal Revenue Code Section 17(e)(3), all items PARTNER receives from the IDB must be used solely for the care of the ill, needy, or minors, pursuant to the PARTNER's charitable purpose

Once you meet all of the above requirements, becoming a Partner Agency will be easy. IDB accepts applications at any time, however, all new partners will be approved for a six month probationary period. Upon successful evaluation of the agency's adherence to the operating principles, the partner will be approved.

Running a diaper program is a big responsibility. It requires a major commitment of time, funds and energy.

I have read the principles and agree that our organization will adhere.

Signature of Organization Director: \_\_\_\_\_ Date: \_\_\_\_\_

Please mail this completed form to:

Idaho Diaper Bank  
599 E King St. #100  
Meridian, ID 83642

or scan and email the form to [info@idahodiaperbank.org](mailto:info@idahodiaperbank.org)

The Idaho Diaper Bank [www.idahodiaperbank.org](http://www.idahodiaperbank.org) Tax-exempt number 46-5573014