



Partner Distribution Organization (PDO) Application

The Idaho Diaper Bank is a 501(c)(3) nonprofit charitable organization that exists to help agencies working with families meet their need for essential items such as diapers and diapering supplies.

Please tell us more about your organization, the social service(s) you provide and some general information about your average diaper needs (number of families you serve with diaper needs, sizes needed, frequency of distribution, etc):

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 year? _____

What size diapers do you typically need? _____

How frequently do you typically distribute diapers? _____

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

Please describe your storage & receiving facility

Can diapers be shipped to you YES NO

If no, please explain: _____

Can you pick up diapers monthly at the IDB Meridian Warehouse? YES NO

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.



IDB Operating Principles

We ask all of our PDO's to agree and abide by the following:

1. All diapers provided to partner distribution organization (PDO's) by the Idaho Diaper Bank (IDB) are to be distributed to families in need without charge.
2. IDB and PDO's do not barter, sell or exchange any diapers, in accordance with IRS guidelines
3. IDB and PDO's will not discriminate on any basis, including without limitation: gender, race, national origin, ethnicity, religious beliefs, age, sexual orientation, disability, medical condition, pregnancy, political affiliation, marital status, veteran status and/or ancestry.
4. IDB PDO's do not condition assistance provided to clients directly or loosely on attendance at religious services or classes.
5. PDO's agree to provide data to the IDB so that statistics on numbers of diapers distributed annually and total children served can be shared with the National Diaper Bank (NDBN).
6. IDB maintains a distribution schedule based on PDO's needs. PDO's needs are based on the number of clients served and orders should be adjusted each time an order is placed, based on the PDO's distribution of diapers the prior time period.
7. PDO's agree not to stockpile diapers received from the IDB as it is not in the best interest of community wide distribution to babies in need.
8. PDO's agree to adhere to the NDBN guideline of providing approximately, and at least, 50 diapers per month to each baby in need to help supplement their total diaper need for the month.
9. PDO's agree to help spread awareness of Diaper Need in the community by agreeing to IDB fund-raising activities (at least \$1200 per calendar year) and may enlist the support of sponsors to help ensure the year-round availability of diapers in the community. IDB agrees to help provide tools to the PDO's to aid in fund-raising.
10. PDO's understand that the IDB will institute nominal administrative fee to all POD'S starting in 2018.





IDB Operating Principles -Continued

We ask all of our PDO's to agree and abide by the following:

11. The IDB may reject or cancel PDO's partnership at any time due to lack of resources or for any other reason.
12. Idaho Diaper Bank items may not be sold, bartered or exchanged. Items received from the Idaho Diaper Bank may not be taken by volunteers, officers, clergy or employees for personal use. As outlined in the Internal Revenue Code Section 170(e)(3), all items you receive from the Idaho Diaper Bank must be used solely for the care of the ill, needy, or minors, pursuant to your organizations charitable purpose.

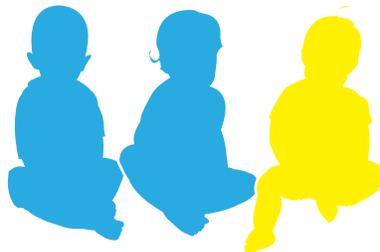
I have read and agree to the above principles and statements.

Sign Here: _____

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? _____

Signature of Organization Director: _____ Date: _____



IDAHO DIAPER BANK

PLEASE NOTE: New PDO's will be activated as resources allow. Potential PDO's are encouraged to submit an application, which will be date-stamped and kept on file. As resources allow, PDO's will be activated, notified and will receive the diaper request form.

Please mail this completed form to:

The Idaho Diaper Bank

PO Box #914

Boise, ID 83701

or scan and email the form to info@idahodiaperbank.org