



## Diaper Distribution Program Application

Sacramento Food Bank & Family Services is proud to be a member of the National Diaper Bank Network. We are seeking to partner with organizations who serve women and children throughout Sacramento County. Partners must be a non-profit entity, religious organization, or government organization who provide diapers to local residents free of cost. All partners must have capacity to place diaper orders and submit monthly reports to Sacramento Food Bank & Family Services.

### Agency Information

Agency Name \_\_\_\_\_

Mailing Address \_\_\_\_\_

City \_\_\_\_\_ County \_\_\_\_\_ Zip Code \_\_\_\_\_

Phone Number \_\_\_\_\_ Website \_\_\_\_\_

Employer Identification Number (EIN) \_\_\_\_\_

Agency is a non-profit or governmental organization, please check the appropriate agency category and be able to submit proof of non-profit status.

501 (c) 3

Religious organization

Government organization (including public schools)

Primary Contact Name

Secondary Contact Name

\_\_\_\_\_

\_\_\_\_\_

Title

Title

\_\_\_\_\_

\_\_\_\_\_

Email Address

Email Address

\_\_\_\_\_

\_\_\_\_\_

Phone Number

Phone Number

\_\_\_\_\_

\_\_\_\_\_

## Distribution Logistics

1. Do you currently distribute diapers?  
 Yes  
 No
  
2. How often will your agency distribute diapers? Please specify if you have specific days and times for your diaper distribution.  
 Daily  
 Weekly  
 Monthly  
 Other \_\_\_\_\_
  
3. How many families and children do you estimate serving each month for diapers?  
Families \_\_\_\_\_ Children \_\_\_\_\_
  
4. What is your proposed method of distributing the diapers?  
 Public/community distribution for families  
 Referral/appointment-based distribution for families  
 On-site for participants of school or daycare  
 On-site residential program  
 Other, please specify \_\_\_\_\_
  
5. Please list all your distribution location(s)  
\_\_\_\_\_  
\_\_\_\_\_
  
6. Will your organization require anything of participants before they can receive diapers (if so, please specify requirements)?  
\_\_\_\_\_  
\_\_\_\_\_

7. Describe how your agency will track diaper inventory, number of diapers distributed, households served, and children served each month:

- Database
- Excel
- Paper forms
- Other \_\_\_\_\_

### Storage & Transportation

1. Describe the space where you plan to store the diapers

a) Please list the address where diapers will be stored, if different than your mailing address

\_\_\_\_\_

b) How many square feet of storage space do you have specifically for diapers?

\_\_\_\_\_

c) Who has access to this storage area and how will it be secured?

\_\_\_\_\_

2. Does your organization have capacity to pick up diaper orders from Sacramento Food Bank & Family Services (1951 Bell Avenue, Sacramento, CA 95838)?

Yes

No

3. If yes, what type of vehicles does your organization have to pick up diapers (please indicate number of each)

Box truck

Minivan/SUV

Pick-up truck

Other, please specify

Cargo van

\_\_\_\_\_

Please submit the Application Form via email to  
Andrea Siller-Michel, Diaper Program Coordinator  
at [amichel@sacramentofoodbank.org](mailto:amichel@sacramentofoodbank.org) and Cc  
Lorena Carranza, Community Resource Manager at  
[lcarranza@sacramentofoodbank.org](mailto:lcarranza@sacramentofoodbank.org).