



## Checklist: Are You Grant Ready?

These questions will help you explore and identify information that donors will want to know about your diaper bank.

### WHY IS THE DIAPER BANK IMPORTANT?

- Can you show the need for diapers in your community?
- Can you show how your impact is significant and appropriate?
- Is there competition? Can you say why or why not?

### WHO BENEFITS FROM THE DIAPER BANK?

- Can you provide a detailed description of the clients you serve?
- Can you show how they matter to you and to your donor?
- Why this particular population?
- Are there others you expect to serve in the future?

### DOES YOUR ORGANIZATION RUN WELL?

- Do you regularly and conscientiously evaluate program performance?
- Can you provide award information or complimentary letters as third-party endorsements?
- Do you maximize impact by replicating or extending the project?

### DO YOU MAKE A DIFFERENCE?

- Can you describe your work in terms of benefits, not features?
- Can you explain and demonstrate the difference you make?
- Can you explain why that difference matters?

### IS YOUR DIAPER BANK A SMART AND SAFE INVESTMENT?

- Is your mission statement clear?
- Does your governing body have a clear purpose and clear, appropriate roles?
- Do you have qualified collaborators, advisors, staff, board members, and volunteers?
- Do you have a personnel policy? An ethics statement?
- Are you accredited or qualified in appropriate ways? (Ex. Member of the National Diaper Bank Network!)
- Do you demonstrate best practices in your field?

# National Diaper Bank Network

## RESOURCES FOR DIAPER BANKS



- Do you have a charitable edge?
- Professional and innovative edges?
- How do you manage financial information?
- Do you have a budget?
- Can you show that your financial situation is reasonable, that it meets your program needs?
- Do you have an annual audit?
- Do you have plans to remedy any gaps here?

### ARE YOU A GOOD PARTNER?

#### Internally:

- Do you apply your mission internally?
- Do you say thank you for grants and sponsorships?
- Do you manage projects well?
- Do you create and submit thorough, useful reports on time?
- Do you supply visual evidence of your work the donor can use for its own promotion?
- Do you maintain the relationship even when you aren't asking for funding?

#### Externally:

- Can you show your involvement with your local community? Do you have contacts to approach for letters of support?
- Can you demonstrate successful partnerships with credible, important partners?
- Can you demonstrate your awareness of how work relates to your donor's?