

## Birthing Kit Information to Assist District 4 Clubs (US)

The following information is compiled to assist clubs in preparing for a birthing kit assembly, using experience gained from clubs in District 4 both in the US and Canada. We will keep this document updated as much as possible and will look for ongoing input from clubs that have done assemblies, especially supplier and best prices for items that clubs must purchase.

### Planning:

After deciding to do an assembly, the following should be considered:

- A Birthing Kit chair and committee should be identified in order to organize all associated activities.
- Determine your distribution partner. Members may know of local churches or individuals that are going on a mission trip. The Pittsburgh club has been sending kits to Kenya and is also using Global Links. They are willing to send kits from other clubs. The Washington club has used Brothers Brother. You may contact either club for more information.
- To keep cost down, consider getting a sponsor for this event who will donate funds to cover all or some expenses. Sponsors to consider are hospitals, banks or any other organization in your area. Sponsors often also offer volunteers which can assist with the assembly. They get volunteer hours and publicity so are often willing to help.
- After selecting the assembly date and having an idea of how many volunteers you will have, find an assembly location, preferably one that is donated to keep down costs. This may include churches, social halls, etc. You may even be able to use a room donated by the sponsor.
- You may decide to partner with another club. Clubs who have done several assemblies include Erie, Jamestown, Pittsburgh, Washington County, Kenmore, Cheektowaga-Lancaster, Batavia-Genesee County and Hamburg-Orchard Park.
- Consider attending another club's assembly to get more information while also being a volunteer.
- Be sure to work on getting publicity for the event. It's a good way for the community to hear more about the services Zonta provides. This includes before and during the event if possible. Information and pictures can also be added to YouTube.
- Set a target for the number of kits you will make. Keep in mind that you may want to have more than one assembly day. If you order for 500 kits and only get 250 done you can plan a second assembly for later in the year.
- Acquire your supplies (see some suggested suppliers below) Again—try to get as many of these donated as possible, or purchase with donated funds if you can. Be sure to plan for the assembly day supplies as well.
- Visit another club's assembly if possible before having your event.
- Enjoy the fellowship with club members and community partners on assembly day.

### Kit Contents:

- Plastic bag or baggie – 6 inch by 6 inch with approved label
- Plastic sheeting – 36 inches by 36 inches, perforated is easiest
- Soap – 1 bar, small hotel sized or larger bars cut into 6 – 8 smaller pieces
- Gloves – 2 latex gloves
- Razor blade – 1 blade, single edged
- Sterile gauze – 5, 4 inch pads
- Umbilical cord tape – 3, 10 inches each

### Packing:

- Boxes – Copy or printer paper boxes that also have lids work well. They hold approximately 60 kits
- Plastic bags to contain the kits
- If sending as luggage, you can use a hockey or duffel bag that is less than 50 lbs (about 200 kits)

### Some sources for materials: (US Clubs)

1. Plastic bags – Can be purchased at Costco or Sams Club
2. Plastic sheeting - The best is to use sheeting that is 36 inches by 36 inches and is already perforated so no cutting is required. This can be ordered through Uline at [www.uline.com](http://www.uline.com). Model number S-11473. Or to save money, the non perforated version can also be used but this requires cutting.
3. Soap – Small hotel sized is best. Members can collect in advance of the assembly or larger bars can be cut into smaller sizes. If cutting is required, place in microwave to soften and cut into smaller pieces that are hotel sized. This should be done in advance of assembly day
4. Razor blades – single edge razor blades can be purchased at Amazon.com. (#9 Single edge blades MTN950 100 per pack) These can also be purchased at Uline.com.
5. Gloves, gauze pads and umbilical tape – Members can collect from their dentists and doctors. Or you can purchase gloves and gauze pads at Costco or Sams Club and purchase umbilical tape on the web @ <http://www.1cascade.com> Product is SKU 1199 Generic Brand Cord Tape – 100 yards for \$36.
6. Boxes – Almost all businesses purchase their copy/printer paper in boxes with lids. These make excellent shipping boxes and are easy to handle and are available for free.