

WOULD YOU LIKE TO HOST A GCDC EVENT IN 2017?



April 22, 2017
benefitting.



We would love to have you join us as a GCDC Host this year! Please read this packet before you register as an official GCDC Host, so that you have a good idea of the effort involved.

Important Dates

January 1, 2017: Official 2017 GCDC Host Registration begins

April 2, 2017: Host Registration Deadline

****Please note:** We will not accept late Host registrations.

April 22 @ 11:00 a.m. LOCAL TIME: The Great Cloth Diaper Change

****PLEASE** advertise a start time of *at least* 30 minutes prior (i.e., 10:30 a.m.) to ensure your participants arrive on time, and you have time to check them in. *All GCDC events must start the ACTUAL change at EXACTLY 11:00 a.m. their time.*

April 26 @ 9:00 pm (Pacific Standard Time): Evidence submission deadline.

2017 Great Cloth Diaper Change

This is our 7th year organizing the Great Cloth Diaper Change. In the past we have sought certification of our attendance records through Guinness World Records (GWR). We set the current GWR for “most babies changed into diapers at one time around the world” on April 26, 2014 when we had 8,459 official participant pairs.

We discontinued our working relationship with Guinness World Records in 2015 after their regulations for evidence reporting changed in such a manner that we could no longer guarantee the privacy of our infant participants.

In the past two years, we have continued to organize many thousands of participants around the globe in GCDC events that raise awareness about the benefits of cloth diapering. We are inspired by the continued support and dedication of our many event organizers and attendees over the years, and we are very excited to continue the fun work of cloth diaper advocacy through face to face connections around the globe.

This year’s GCDC event takes place on Earth Day and offers us another opportunity to organize large events as we take advantage of Earth Day celebrations in our communities. Although we do not seek Guinness ratification anymore, we still count our

attendee numbers at all of our events to build excitement, and demonstrate that our passion for cloth diapering is shared by people of all walks of life around the globe.

Each GCDC Host is expected to turn in photographic evidence and witness statements with their attendee totals once your event is finished.

Wouldn't it be amazing if we were able to surpass our incredible World Record total of 8,459 participants? With your help and hard work, we just may do so in 2017!

Official Guinness World Record set on April 26, 2014: 8,459 participants

Time of 2017 GCDC Event: April 22, 2017 at 11:00 a.m. local time. *The diaper change must happen at 11:00 a.m. around the globe to ensure all locations fall within a 24 hour period.*

2017 GCDC Requirements

- The clean diaper must be 100% reusable cloth diaper, or 100 % reusable, absorbent training pants.
- The event location must be accessible to the public.
- The diaper change must take place in an area that is *only* accessible to the participants, the babies being diapered and the witnesses. This area must have a closely monitored, and clearly defined, entrance and exit.
- Hosts must use an approved method for counting the number of participants. (Suggested counting methods are found in the official Host Handbook)
- All GCDC events must start promptly at 11:00 a.m., local time. If you have other activities, you may start those earlier, or offer them afterwards, but the actual diaper change must take place at exactly 11:00 a.m.
- Each host needs to find one independent witness for each 50 participants + Cloth Diaper Expert witness. Each witness must fill out our official statement documenting the event (number of participants, times, how guidelines were followed, etc).
 - Photographic documentation of the event is required, and all photographs submitted as evidence become the property of Real Diaper Association. Each event must provide before and after photos as part of their evidence packet.
- Hosts must submit all the documentation, including photographs and written witness statements, to the organizing committee *immediately after* the event. The deadline to submit official evidence will be 9:00 p.m. (PST), April 26, 2017.

Team up!

Based upon the collective experiences of our hosts in the past, we have seen that the benefits of working together far outweigh working alone. We strongly suggest hosts consider teaming up with other like minded cloth diapering enthusiasts in their area to explore the possibility of co-hosting a GCDC 2017 event. Co-hosting benefits include:

- Co-hosts can divide the workload (not so overwhelming for one person).
- Co-hosts can divide expenses.
- Co-hosting creates synergy and goodwill within the local cloth diapering community beyond the event itself.
- A combined effort is more likely to achieve a larger event turnout.

Summary of registration activities

Before registering to host a 2017 GCDC event, we encourage you to do the following steps as part of your preliminary planning process.

- Determine if you will host an event on your own or share responsibilities with a co-host
Find out if there was an event in your area in the past that you can help host or reach out to attendees who expressed interest in helping you. Reach out to cloth diaper/parent supply stores or [Real Diaper Circles](#) in your area.
- Determine the location of your event.
- Develop a webpage with all the details about your event. Many hosts create a simple Facebook page for their events.
Your event will appear on our overall Great Cloth Diaper Change map with a link to your event page so that potential attendees in your area can get more information.
- Register as a host via EventBrite. Complete GCDC requirements, detailed instructions, and other materials will be provided to you once the registration process is complete
The open registration period is from **January 1, 2017 – April 2, 2017**. Hosts can sign up through Eventbrite, using this link: [2017 GCDC Host Registration](#). Please note that we do not accept late registrations.
- Begin to dream about the details of your event. Other than following our general event guidelines, this is your event. You are free to make this as big or as small as you desire.

Fees

There is a nominal fee to be a host, which is collected via PayPal when you register. This fee exists to cover the overhead associated with the GCDC event, and supports the work of the Real Diaper Association (RDA), the nonprofit organization whose mission is to help families find and use reusable cloth diapers.

The fee schedule is as follows:

- \$10 for one or more individual (no businesses) or Real Diaper Circle Event
- \$35 for one business Host
- \$60 for two or more businesses Hosts

After registration:

- ADD your event details (including host name, address, and event URL) to the official GCDC event map. (Instructions are provided after you register.)
- READ the detailed Host Handbook (Link provided once registration is complete.)

- JOIN the Facebook group for GCDC 2017 Event Planning. (Link provided once registration is complete.)

FAQ's

What is the day and time of 2017 The Great Cloth Diaper Change?

Saturday, April 22, at 11:00 a.m. LOCAL Time. (We advertise 10:30 am but the signal for the change actually happens at 11:00 am).

Can I choose a different day and/or time?

No, in order to be counted toward our global totals, all diaper changes need to begin at exactly 11:00 a.m.

Is it worth the effort to host now that Guinness World Records is no longer certifying the final result.

Yes! Absolutely! The primary goal of GCDC is to raise awareness about cloth diapering while building local cloth diaper support groups for families. Every GCDC event provides the opportunity to spread our love of cloth diapering far and wide. Also, we are no longer beholden to many of the strict regulations imposed upon our event by Guinness in years past. Our rules and regulations are much easier this year as a result. We now allow older and taller children to participate, and younger parents or caregivers under 18 years of age can change their babies and be counted. Cloth trainers, diapers sewn at home, and upcycled diapers can now be used during the change. We are also able to include smaller events in our overall totals because we have eliminated the 25 minimum participant requirement as well.

Is there a minimum participant total needed in order for an event to qualify for inclusion in the final global totals?

No! We no longer require that events achieve a minimum participant total in order to be counted. The main purpose of the GCDC is to promote cloth diapering at the grassroots level and all of our hosts accomplish this. Therefore, we will count ALL of your attendees.

Do I need liability insurance?

We recommend that you have it but do not require it; however, your venues may require it. If you don't already carry liability insurance and are in the USA, contact Michelle Dominguez, michelle@realdiaperassociation.org, at the Real Diaper Association and she will provide you with a certificate of liability insurance through the RDA.

Will donations be collected for the Real Diaper Association (RDA) in 2017?

Yes, we request that each host (in North America) encourage their participants to make a donation to the RDA. This is not mandatory but serves as a suggestion. The monies

received go toward continued support and education about cloth diapers. In previous years, some hosts invited local, like-minded vendors to attend the GCDC and donated the booth fees they collected to the RDA. All donations, big and small, are a vital source of organizational funding for the entire year.

How & when would you recommend I collect the donation for the RDA?

We recommend you provide the link to RDA during the registration process. We also suggest having a donation jar available during the check-in process on the day of the event. Donations can be made directly to the RDA on our [website](#) or by sending check or money order for the amount collected to:

Real Diaper Association
PMB #155
3401 Adams Ave, Suite A
San Diego, CA 92116-2490

How much money can I expect to pay to host an event?

Beyond the registration fee you've already paid, optional additional out of pocket expenses could include rental of a location (and liability insurance if it is required by the site and you are outside of the United States), printing of certificates, flyers, registration forms, cost of swag bags, food, etc. In previous years, many hosts have successfully partnered with like-minded local businesses, resulting in minimal out of pocket expenses and in some instances increased donations to the RDA.

What are the benefits of co-hosting?

Expenses can be divided. The work load can be divided. This is also a nice opportunity to get to know other local cloth diaper enthusiasts.

Can I ask local stores to become sponsors?

You are welcome to collaborate with local supporters to assist with food, samples and costs associated with your host location. You can give recognition to the supporters at your event and on your local event publications (i.e. flyers, website, postcards, etc.).

Are swag bags and giveaways required?

No. It can be similar to any other play date, just add cloth diapers! Your local event is what you make of it. No matter how small or how big, you will still be doing your part to inform others about the benefits of cloth diapers. If you do plan to do bags, you can expect to pay to least \$1.50 per bag, plus shipping. The contents of the bag could vary greatly depending upon whether you seek donations or fund the contents yourself.

How can I find businesses willing to donate product; for swag bags, raffle prizes, auction items, etc?

Although we would like each host to look to their local community for support and collaboration, the reality is, in many cases, hosts contacted cloth diapering

manufacturers outside their locality, seeking give-aways, etc. It is not a requirement of the GCDC hosts to have swag bags, raffle prizes or auction items but as a host, you will have access to a database (posted on the password-protected Hosts page when available) which will include the manufacturers that have agreed to contribute to the GCDC events by providing product. It will also include the details associated with the contribution.

Do national manufacturers donate items for local GCDC events?

Although we would like each host to look to their local community for support and collaboration, the reality is in many instances it makes sense for national manufacturers to make donations. As a result, there will be a data base for hosts to more easily and efficiently locate manufacturers that are willing to donate products for swag bags, raffle prizes, auction items, etc. Check the password-protected Hosts page of the GCDC website for the database of offers along with guidelines.

Am I required to provide food?

No, but it is a great attendance booster. Some hosts have successfully collaborated with local restaurants and health food stores for their event.

Can I host an event in my home?

Unfortunately, no. All events must be held in a public place or in a location open to public inspection. *An exception to this is a licensed home day care facility, which does meet our event requirements.*

How do I organize the space for the actual Diaper Change?

For an indoor event, you must use a room designated for the event. Other things may be occurring in the room as long as there is a separated area where the attempt is taking place, so only those participating are counted as they enter the area and take part in the attempt. The change area can be partitioned with chairs, rope, or anything that clearly separates that area, and it should be clear enough for witnesses to see if anyone leaves the area before the attempt is over and therefore needs to be discounted from the total.

How much space should I calculate for each participant and their baby?

We believe a 3' x 4' space will accommodate a participant and their baby. You should plan on 300 square feet needed per 25 participants for the event. This wouldn't include any other activities going on including the check-in and registration area. If the event space is extremely tight, we recommend using tape on the floor to designate each participant's allotted space.

What type of diaper can be used?

Any 100% reusable cloth diaper can be used. Diapers purchased online or at a physical retail store, sewn at home, or provided through your diaper service are all acceptable.

This includes diapers made by WAHM's or purchased through Etsy. When a parent arrives for the event, their baby can be in a disposable or a cloth diaper. However, each baby must be changed into a 100% reusable cloth diaper at the time of the official change.

Can cloth trainers be used?

Yes! We now allow cloth trainers to be counted as well. The same general guidelines for diapers apply to trainers as well.

If I have twins, can one adult change two babies?

No, there must be exactly one participant paired with each child. Hosts can help find extra changers to handle this situation and include all possible babies in the change. Or, you can have an older sibling, family member, or friend help change your twins.

Can someone younger than 18 be the diaper changer?

Yes! We have relaxed the age requirements to be more inclusive.

Is there a time limit that the diaper change needs to happen in?

No, the change must start at 11am but the change is not a race. Encourage your participants to enjoy the change. When everyone has completed the change, proceed with the post event photography.

How can I make sure the photographer and/or videographer takes photos and footage of the event that is appropriate without exploiting the children that are having their diapers changed?

Participants hold the clean diaper in the air just prior to the change for the —before photographs and video. Event photographers should take broad shots to show the breadth of the event as well as close ups. To protect the privacy of the children, no pictures or video should be taken during the actual diaper change. At the conclusion of the change, the participants should hold the child up with a clean, cloth diaper on and the photographer can resume taking the —after photographs and video.

We highly recommend your official evidence be photographic only, as we have experienced complications in the past with editing and submitting video files. Of course, you are free to have videographers of the event for your own use, though you should be careful about protecting the privacy of the children participating.

Please note that photographs submitted as evidence become the possession of Real Diaper Association and cannot be published elsewhere.

What are the requirements for Independent Witnesses?

ALL events must have Independent Witnesses verify attendee totals. Witnesses should observe the diaper change and include the total number of qualified participants in their

written statement. You need two witnesses for the first 50 participants, plus an additional witness for every additional group of 50 participants.

Any other helpful tips about securing Witnesses?

One Independent Witness must have cloth diaper experience to verify that the diapers used comply with GCDC regulations. By definition this implies someone that is currently using, or has in the past, used cloth diapers OR is currently, or was in the past, in the cloth diaper industry.

Additionally, in order to maintain the highest levels of integrity for our event, it is important that witnesses are independent of the Real Diaper Association, and the GCDC event host. Your witnesses should not have anything to gain from reporting your event totals.

Can I use the GCDC logo?

Yes! You may use it to create your own promotional materials for your event.. However, you may not use the logo on products that you sell for your own profit. The GCDC is a fundraising event for the Real Diaper Association. The GCDC logo is owned by the RDA. Any profit made from the sale of items with the GCDC logo must be returned to the RDA as a donation. If you would like to use the logo for merchandise, please contact RDA Board President, Angela Leuder Torres, angelat@realdiaperassociation.org, to secure licensing permission to use the logo.