



NEW SITE APPLICATION FOR GIRLS ON THE RUN® of Charlotte

Site Information

SITE/FACILITY NAME: _____

ADDRESS: _____ CITY: _____

STATE: _____ ZIP: _____ PHONE: _____ FAX: _____

PROGRAM TYPE: Girls on the Run (3-5 Grade) _____ Girls on Track (6-8 Grade) _____

Site Liaison Information

The Site Liaison’s role includes assuring the smooth implementation of the program by securing appropriate training space and serving as a link between coaches, participants and parents (see attached Liaison Role Description for additional details).

LIAISON NAME: _____ TITLE/ROLE AT SITE: _____

LIAISON PHONE #: _____ EMAIL: _____

Readiness to Participate Criteria

While Girls on the Run® provides almost everything needed to run the program, the site is required to provide the following:

- q Provide a Site Liaison
- q Provide a safe indoor meeting location for the girls to gather for Girls on the Run. Please identify this location.

- q Provide a protected place for the girls to leave their belongings during Girls on the Run that will be safe. This location can be the same as the meeting or indoor activity space. Please identify this location. _____
- q Provide a safe, dedicated outdoor space for running and activities. **THIS IS ESSENTIAL.** This can be a field, track or open playground. However, there is a need to measure off part of the area for occasions when lessons require running a certain distance, e.g. 1 mile, 5K, etc.
Briefly describe the available running area: _____

- q Provide safe indoor, private, space in case of inclement weather. Preferably a gym reserved for GOTR® and **NOT** in conflict with other programs.
Briefly describe the available indoor space: _____

- q Please identify where the closest restroom is to the activity areas. _____
- q If multiple teams are formed, assign coaches and participants to teams. Teams should include blend of ALL THREE grades as much as possible.
- q Provide two coaching candidates per team for your site. Please list below two coaching candidates – list additional coaches on the back of this sheet, if applicable. Each coach will be required to attend one day of Girls on the Run® training prior to the start of your season and become 1st Aid and CPR certified. Coaches must be available two afternoons per week during the fall and/or spring season. If you need assistance identifying coaches, please contact Jessica Otto, 704-837-0088.

COACH CANDIDATE NAME: _____

CONTACT INFORMATION: Phone # _____ Email: _____

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Team/Practice Information

Would your site like to be considered for more than one team (new programs may have up to 12 girls)? _____

If yes, how many teams of 12 girls can your site accommodate (considering practice facilities)? _____

Please choose two days per week and the time the participants will meet. Please take into consideration that we encourage you to choose days that aren't consecutive for recovery purposes. We want to remind you that the Girls on the Run programming requires 60 minutes to complete while the Girls on Track programming takes 90 minutes to complete. Please include travel time in your time allotment.

Team 1 - Days: _____ Time (i.e., 3-4:30 p.m.): _____

Team 2 - Days: _____ Time (i.e., 3-4:30 p.m.): _____

Communication:

q Registration:

o Will the site do both online registration OR paper registration? _____

o If your site plans to do online registration:

§ How many brochures will you need? _____

o If your site plans to do paper registration:

§ How many registration forms will you need? _____

§ How will they be distributed to the girls? _____

§ Will a separate registration form be needed for the site? YES NO

§ Who will collect the registration forms? _____

q Marketing:

o How do you suggest we market the program? _____

o Does your site have a list serve to post Girls on the Run announcements and registration information? YES NO

o How often does it go out? _____

q A contract will be sent to the site liaison to be signed by the principal and will need to be returned to Girls on the Run.

Site Authority Signature:

Please have your Site Director/School Principal sign below indicating his/her acknowledgement and interest in bringing Girls on the Run to your site.

Name & Title (please print): _____

Site Director/School Principal's Signature: _____ Date: _____

Does your facility require any additional paperwork from Girls the Run of Charlotte and/or any volunteer coaches to be completed for the program to take place? YES NO

If yes, please describe: _____

Girls on the Run is open to ALL Girls. We allow girls who are unaffiliated with a program site to participate at a site that is appropriate to them. Are there any rules or regulations that would not allow girls from outside your site to participate in Girls on the Run at your site?

YES NO

If yes, please explain: _____

Application Agreement:

I have thoroughly read and understand the New Site Set-up Information document. If I have any questions I have contacted the Girls on the Run office for clarification. I understand that the information submitted in this application is open for discussion and subject to change at the discretion of the Girls on the Run of Charlotte office and your site. I also understand that submitting this application does not guarantee that my location will be added as a new program site for Girls on the Run of Charlotte.

Application Submitted by (please print): _____ Date: _____

Title/Role at Site: _____ Phone Number: _____

Thank you for taking the time to fill out this application!

Please mail or fax the completed application to:

Girls on the Run of Charlotte
Attn: Jessica Otto, Program Coordinator
500 E. Morehead Street, Suite 104
Charlotte, NC 28202
Phone: (704) 837-0088; Fax: (704) 376-1039