



NEW SITE APPLICATION – Girls on the Run

Basic Site Information

Spring or Fall Season Year: _____

Name of Site:	School System:
Physical Address of Site:	
Principal (If Applicable):	Phone:
Fax Number:	Email Address:
Please Check: <input type="checkbox"/> Elementary School (Girls on the Run®) <input type="checkbox"/> Middle School (Heart & Sole®)	
Do most families of the girls at your site have access to technology to register online?	
<input type="checkbox"/> Most would <input type="checkbox"/> Some would <input type="checkbox"/> Most would not <input type="checkbox"/> Title I school <input type="checkbox"/> Free & Reduced Lunch%	

Site Liaison Information

The Site Liaison is responsible for the smooth implementation of the curriculum by securing appropriate indoor and outdoor program space and serving as a link between coaches, participants and parents (see attached Liaison Role Description for more details).

Site Liaison Name:	Title/Role:
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:

- Provide a Site Liaison (see attached role description)
- Provide a safe outdoor space dedicated twice per week for running. **THIS IS ESSENTIAL.** This can be a track or a field that can be measured off for occasions when lessons require running a certain distance, e.g. 1 mile, 5K, etc. Briefly describe the available running area:

- Provide a safe indoor space, preferably a gym, dedicated twice per week for running during inclement weather that is **NOT in conflict with other programs. THIS IS ESSENTIAL.** NOTE: if site will host multiple teams, each team must have a dedicated practice space. Briefly describe the available indoor space:

- Please identify the closest water fountain to activity areas. _____
- Please identify the closest restroom to activity areas. _____
- Determine a plan to identify potential participants and to distribute registration information to your target group(s)- 3rd through 5th or 6th through 8th grade girls.
- Secure storage area for shoes, snacks, coach materials, etc. If storage space is available, please describe area and how it will be accessed:

- Briefly describe your recruiting and selection criteria:

- We need any/all communication pieces to families to be in both Spanish and English: Yes No
- If multiple teams are formed, assign coaches and participants to teams. Teams should include blend of ALL THREE grades as much as possible.

- Please list all potential coaching candidates on an additional sheet. Each coach will be required to attend one day of Girls on the Run training prior to the season start and become First Aid and CPR certified. Coaches must be available two days per week for two hours each day (90 min. program). **PLEASE NOTE:** Successful implementation of the Girls on the Run program requires identifying, screening and training two to four volunteer coaches for each Girls on the Run team. All teams will remain pending until two to four volunteer coaches have been identified and approved for each team.

Coach Name:	Title/Role:
Coach Phone #:	Email:
Coach Name:	Title/Role:
Coach Phone #:	Email:
Coach Name:	Title/Role:
Coach Phone #:	Email:
Coach Name:	Title/Role:
Coach Phone #:	Email:

- Please have school principal or site director sign below indicating his/her acknowledgement and awareness that Girls on the Run may be delivered at your site.

Communication

- Registration
 - How will your site conduct registration? Online Paper
 - Girls on the Run is able to provide up to 50 copies of its participant registration forms if your site elects to do paper registration. How many copies would you like to receive? _____ (Note: additional copies can be made by the site as needed).
 - Who will collect paper registration forms? _____
 - How will brochures or other promotional materials be distributed to the girls? _____
- Marketing
 - How do you suggest we market Girls on the Run to your site (flyers, open house, etc.)? _____
 - Does your sight have a list serve to post Girls on the Run announcements and registration information? Yes No If yes, how often does it circulate? _____

Team/Practice Information

Would your site like to be considered for more than one team (up to 15 or 20 girls)? Yes No
 If yes, how many teams of 15 girls would you like to be considered for (considering practice facilities)? _____
 Please choose two days per week and the time the participants will meet for a minimum of 75 minutes to 90 minutes per day from start to finish. (Ex: Monday & Wednesday from 3:00 – 4:35pm)
 Team 1 - Days: _____ Time: _____
 Team 2 - Days: _____ Time: _____

Program Fees

Girls on the Run is a non-profit youth development program serving girls in grades 3-8. Implementing our program at each site requires funding. We provide an official training for all coaches, nationally evaluated curriculum materials, supplies, registration forms, and numerous participation benefits for students. The registration/program fee includes a participation in the end of season graduation event. Financial assistance/scholarships are always available and automatically calculates based on SC Poverty Guidelines (income, household size, etc.). Guardian approval for participation is required. The program fee for the 10 week (21session) program is \$199.

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

Signature Date

Does your facility require any additional paperwork from Girls on the Run 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 of your site 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 Application. If I had any questions, I have contacted the Girls on the Run council 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 council and my site. I also understand that submitting this application does not guarantee that my location will be added as a new program site for the Girls on the Run program.

Application Submitted by:

Signature Name (Please print) Date

Title/Role Phone Number Email

MAIL OR FAX completed form to:

Girls on the Run - Greenville Health System Children’s Hospital
GHS Life Center attn: Kim Hein
875 West Faris Road
Greenville, SC 29605
Fax: 864-455-7700

Kim Hein, Council Director
(864) 455-4001
khein@ghs.org

Emmy Williams, Program Coordinator
(864) 455-3132
Ewilliams11@ghs.org

OFFICE USE ONLY:

	DATE	INITIALS
RECEIVED:		
CONTACTED:		
VISITED:		
CONFIRMED?		

NOTES: