



Registration and Financial Assistance Information

At Girls on the Run of Northern Virginia (GOTR NOVA) we are committed to ensuring our program is available to all girls in the Northern Virginia region. That is, we do not want finances to be a barrier that prevents any girl from being a member of a team in her community. Therefore, to make the program accessible to all families across the Northern Virginia region, we have several financial assistance and payment options to consider, which we encourage coaches to share with their site's families.

Need-Based Financial Assistance Available

We provide registration financial assistance to girls whose families are not currently able to pay the standard fee for the 8-week Girls on the Run program. GOTR NOVA utilizes the support of corporate sponsorships, grants, and generous donations in order to provide need-based financial assistance.

The standard program registration cost is \$140 for the 8-week season. However, when completing the online program registration form, families may select that they will need financial assistance before the payment page. The financial assistance costs are as follows:

- **Families Eligible for Reduced Lunch or with a household income range of \$45,000 to \$60,000** - \$60 fee
 - \$800 in financial assistance
- **Families Eligible for Free Lunch (or SNAP, TANF, WIC, or Medicaid) or with a household income range of \$0 to \$60,000** - \$18 fee
 - \$122 in financial assistance

Here is a screenshot showing the financial assistance question in the online registration form:

Cambiar el idioma del formulario English ▼

Financial Assistance

The program registration cost is structured on a sliding scale based on need. The standard program registration fee this Fall is \$140. If you need financial assistance, we offer a variety of options. Girls on the Run of NOVA is committed to never turning away a girl for an inability to pay.

Here are the financial assistance options we offer:

Option 1 - Allows families to pay their registration fee in two or three payments. If you would like to take advantage of the payment plan option for the standard registration fee (with the option to use military, sibling, or coach family discount codes on the next page), choose "Next" to move to the checkout page to select a payment plan. This is OPTIONAL - you can opt to either pay in full or utilize the payment plan.

Option 2 - Offers two discounted registration fees for families - \$18 and \$60. **If you qualify for any free- or reduced-lunch services, SNAP, TANF, WIC, Medicaid, or similar assistance programs, or if your household income is \$60,000 or below**, please choose "Yes" from the dropdown below. Selecting "Yes" means that you are eligible to receive financial assistance.
Note: You will also have the option for a payment plan on the checkout page if you register for a reduced registration fee.

Option 3 - If you are in need of assistance but do not qualify based on eligibility requirements we have listed in Option 2, please fill out the financial request form **here** (<https://forms.gle/DCgj77Ptd8z5ZR5s7>) or give us a call at 703-273-3153. A GOTR NOVA staff member will follow up to confirm your eligibility to register using one of the financial assistance options.

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Families who identify as needing financial assistance will then select their household income and/or whether they are eligible for one of the USDA Free or Reduced Lunch Programs.

If you need financial assistance, please select a financial assistance option below based on your eligibility. Otherwise, click **Next** to move to the next step of the registration process.

In the dropdown below, select your household income range and/or whether your family is eligible for our Reduced Lunch or Free Lunch financial assistance rates.

Household income:

- For families with an **income range between \$45,000 and \$60,000**, your discounted fee will be \$60.
- For families with an **income range between \$0 and \$45,000**, your discounted fee will be \$18.

Does your child participate in one of the USDA Free or Reduced Lunch Programs?

- If not applicable, just select No.
- The **Reduced Lunch fee is \$60** - this is a \$80 discount.
- The **Free Lunch fee is \$18** - this is a \$122 discount. **Select free lunch if you are eligible for free lunch, WIC, SNAP, TANF, or Medicaid.**

Proof of income for financial assistance is not needed to complete the rest of program registration.

Household Income

Does your child participate in one of the USDA Free or Reduced Lunch Programs?

The registration cost will then be updated accordingly based on need or discount in the payments section of the registration.

Important Note: If a family is not eligible for free or reduced lunch or has a household income over \$60,000, but is unable to pay the standard fee of \$140, encourage your families to contact the GOTR NOVA office directly at 703-273-3153 or **our Spanish Line at 703-273-2051, or fill out our financial request form online. The financial request form can be found on our website on the Get Started page or you can share this link: <https://forms.gle/KtVv2Q66yj9NnFF4A>. We can work individually with families to determine a payment plan or reduced program fee.**

GOTR NOVA has a flyer available for coaches to be able to share the registration financial assistance/discount options with families at their site.



Registration Discounts

We offer registration discount codes for different types of registrations. With the standard registration fee being \$140, the available discounts are as follows:

- **Coach Daughter/Coach Family** - \$88
 - This is a \$52 discount for a girl whose parent or relative is coaching their team.
 - This discount code is provided to coaches after they register to coach.
- **Sibling Discount** - \$120 fee for the second registration
 - This is a \$20 discount towards the second participant registration.
 - This code is provided in the program registration form.
- **Military Discount** - \$120 fee
 - This is a \$20 discount off registration.
 - This code is provided in the program registration form.
 - This code is for ACTIVE and RETIRED military and reservist families (it does not include DoD civilians).

Discount codes can be entered on the Discount page of the registration form. The registration fee is then updated accordingly based on the discount code provided.

GOTR NOVA has flyers available for coaches to be able to share the registration financial assistance/discount options with families at their site.

Payment Plans

During registration, parents/guardians can choose to pay the full registration fee in one payment or they have the option to split the payment into two or three installments by setting up a payment plan.

The option for paying the fee in installments is for **2 payments or 3 payments**. If a parent/guardian is utilizing the payment plan option, the second and third payments will automatically be made at the designated time via the payment information provided in the program registration.

Site Approved Payment Option

We've created the Site Approved Payment (SAP) as an option for sites who would like to provide an alternative method of payment other than debit, credit card, or check for their families. It is designed to service families who are not able to pay via credit card or check, while still maintaining financial accountability and prompt payment. In order to utilize the Site Approved Payment option, the site must agree to collect the registration fees from participating girls via cash or check, and then submit the full payment for all participating girls who utilized the Site Approved Payment option to GOTR NOVA (GOTR NOVA will send you an invoice).



What is the benefit of Site Approved Payment? Although exercising the Site Approved Payment option takes a coordinated effort by the Site Liaison and the site, there are many benefits to participating families:

1. Families who are only able to pay with cash are afforded the chance to do so. This keeps the program available to all girls who would like to participate at the site.
2. It provides outside parties an opportunity to contribute toward girls' registration fees. For example, if the PTA, school, or a neighboring business would be willing to donate money toward GOTR at the site, this allows sites to more easily provide families with additional financial aid since they are paying the site directly.
3. It gives registrants a little extra time before needing to make the registration payment, which is helpful for some families.

Once a site has decided they would like to offer the Site Approved Payment site, parents/guardians at that site will have the option to choose to pay via cash or check, or enter a SAP code (which GOTR NOVA will provide to the site to share with families if a code is needed) in lieu of paying via debit or credit card during registration. When advertising for the program, SAP sites will be given a SAP flyer to share with families with necessary information in regards to how to register, options to pay, and the payment deadline. After these families receive confirmation their daughters are registered for the team, parents provide cash or checks made out directly to the site/school/PTA. It is the responsibility of the site to organize and convey specific information on how, when, and who to pay at the site level. GOTR NOVA will send one invoice to the school/PTA/PTO for the total amount of all program participants who used the SAP program to register. In turn, the site is responsible for writing and mailing one check to GOTR NOVA or dropping off collected check and cash payments in one full payment.

Due to the commitment and amount of coordination involved at the site level, a site who is interested in providing this option to their families will need to be pre-designated as a Site Approved Payment site in order for families to be able to exercise this option when registering. To become a SAP site, the site will need to complete a Site Approved Payment Agreement before participant registration opens for the season. The agreement confirms that the site is willing to accept payment from families and be billed directly by GOTR NOVA. One point of contact from your school should be designated to handle all payments from families as well as the invoice from GOTR NOVA. Ideally this would be either the PTA/PTO Treasurer or an administrator/bookkeeper.

If your site is utilizing Site Approved Payment plan, that does not mean all families have to pay via check or cash directly to the school, it is simply an option for those who elect to do so. Registrants can still pay online via debit, credit card, or check if they would prefer that method of payment. Registrants at a SAP site who do not opt to use the SAP payment option will not show up on the invoice generated by GOTR NOVA.

Sites utilizing the Site Approved Payment plan may also utilize paper registration forms upon request. Site Liaisons/Head Coaches using paper registration forms to register participants at their site agree to enter the registration forms for each participant online in Raceplanner prior to



the regular registration deadline. More details are included in the Site Approved Payment agreement.

Fundraise for Your Site

A handful of our sites choose to fundraise to support their GOTR programs in a variety of ways. This is certainly optional, and not required by any means! Some sites fundraise in order to cover all or part of the program registration fee for participating girls. Others use funds to cover the cost of other program needs, such as running shoes for the girls or bus transportation to the end-of-season 5k. Funds can be raised by applying for grants and/or soliciting donations from area businesses and community organizations.

Need a little help with fundraising? GOTR NOVA will send along grant opportunities as we're informed of them in regular coach update communication to keep those sites interested in the loop. We've also collected some resources here to help you get started:

Third Party Fundraisers

Third-party fundraisers are fundraisers where a business is willing to plan and host fundraising drives on your behalf. Take a look at some restaurants in the Northern Virginia area who host 3rd party fundraisers and details about hosting one for your team [here](#).

Grant Websites

These sites are excellent sources on local grants, and grant writing in general. Links to these websites are included for your convenience, and do not constitute an endorsement of specific materials, products or services by GOTR NOVA.

[Healthy Kids grants through The Community Foundation for Northern Virginia](#)

[21st Century Community Learning Centers](#)

[RunningBrooke Quick Start Mini Grants for Teachers \(Alexandria City\)](#)

Girls on the Run Boilerplate

We've created some boilerplate copy about our organization, the Girls on the Run program, and the impact of the program on the girls who participate in Girls on the Run. You're able to cut and paste this copy into your grant application, or solicitation letter or email, using our Girls on the Run Boilerplate. Please email Christina Lambacher (clambacher@gotrnova.org) for a copy!