



**OFFICIAL
CHARITY**

**CYCLE Kids, Inc.
2019 Boston Marathon
Official Charity Program
Application Packet**

To be considered for selection to the 2019 CYCLE Kids Marathon Team, every interested individual (even those who have qualified to run the Boston Marathon, or have an official entry) must complete an application and sign a waiver. Each application will be individually reviewed and considered, especially for personal fundraising goals, your reason for wanting to join the CYCLE Kids team, and on the timeliness of submitting a completed application.

The CYCLE Kids program helps children across the country strengthen social and emotional health, create bonds with classmates and mentors, and develop a healthy lifestyle that can last a lifetime! Your fundraising efforts will increase our ability to bring this important programming to more children across the country.

It is important that you tell us as much as possible about what being a member of the 2019 CYCLE Kids Marathon Team will mean to you. The more you explain about how your personal inspiration will translate into fundraising success, the better your chances are for being selected to join our team. **Remember, the children we work with are depending on your help.**

This packet of information contains the Team Guidelines, Liability Waiver, and Application. You need to complete, sign, and date all three items and return them to us by email at info@cyclekids.org. Please remember to make a copy of these documents for your records.

If you have any questions, please let us know. We are here to help make this a fun and rewarding experience for you!

Email Completed Applications to info@cyclekids.org.



The CYCLE Kids 2019 Boston Marathon® Official Charity Program Team Guidelines

The CYCLE Kids marathon team is a member of the 2019 Boston Marathon Official Charity Program. CYCLE Kids has 15 individual entries for the 123rd Boston Marathon on April 15, 2019. As such, CYCLE Kids and the individuals obtaining an entry in the 2019 Boston Marathon through CYCLE Kids are subject to certain terms and conditions in order to obtain such entries. Submitting a completed application does not entitle you to entry into the 2019 Boston Marathon. CYCLE Kids must first approve your application and CYCLE Kids, in its sole discretion, must select you to represent the CYCLE Kids Marathon Team. If you are selected to receive an official number, you will need to abide by the Terms and Conditions outlined below.

FAILURE TO COMPLY WITH THE FOLLOWING TERMS AND CONDITIONS COULD AFFECT YOUR APPLICATION AND/OR ENTRY. PLEASE READ THE FOLLOWING CAREFULLY AS YOU WILL BE REQUIRED TO SIGN BELOW TO INDICATE YOUR COMMITMENT TO ABIDE BY THESE GUIDELINES.

Terms and Conditions

Application Process

The CYCLE Kids Marathon Committee must receive all applications by Friday, November 9, 2018. You will be notified by Friday, November 30, 2018 at the latest of your acceptance to be a member of the team. We will be accepting applicants on a rolling basis. You will hear from CYCLE Kids by email.

Once you have submitted your application, CYCLE Kids may contact you by phone to discuss your application further. Your selection to become a member of the 2019 CYCLE Kids Marathon Team will be conditioned upon your execution and delivery of the B.A.A.® registration materials and such other documentation as may be required by CYCLE Kids, including an application, and a liability waiver. Failure to execute and deliver such documentation in a timely manner will result in a rejection of your application and revocation of your selection. **If invited to join the CYCLE Kids marathon team, you have 48 hours to let us know your decision.**

A non-refundable \$100 application-processing fee will be charged to your card when you submit your application.

Fundraising Commitment

The 2019 Official Charity Program is intended to help charities selected by the Boston Athletic Association raise funds to support their operations and mission. By submitting an application to join the CYCLE Kids Marathon Team, you acknowledge and agree that **it is your obligation to secure donations to CYCLE Kids at least equal to the \$7,500 minimum funding requirement for US runners and \$10,000 for International runners**, and in return receive an individual entry for the 2019 Boston Marathon scheduled for Monday, April 15, 2019. **Priority will be given to applicants who can demonstrate the ability to raise more than the minimum commitment.**

Valid credit card information must be included with your application to apply for the CYCLE Kids Marathon team. MasterCard, Visa and American Express are accepted.

- To ensure that all of the runners on our team are committed to meeting their fundraising goals and completing the marathon, CYCLE Kids encourages each runner to meet fundraising milestones each month
 - **A minimum of \$1,500 by Monday, December 17th, 2018.**
 - **A minimum of \$3,500 by Monday, January 14th, 2019.**
 - **A minimum of \$5,000 by Monday, February 11th, 2019.**
 - **A minimum of \$6,500 by Monday, March 18th, 2019.**
 - **The full minimum donation amount of \$7,500 is due by Friday, April 19, 2019.**

In the event that you do not meet the final fundraising commitment of \$7,500, CYCLE Kids reserves the right to charge the balance owed to your credit card. If you continue to fundraise after your credit card has been processed for the remaining balance due, we will reimburse you upon written request. We will no longer reimburse your card after May 15, 2019.

Cancellation Policy

You will have 48 hours from the date you accept a position on the CYCLE Kids marathon team to withdraw. Your \$100 application-processing fee is not refundable. If you notify Carolyn Bailey (cbailey@cyclekids.org) **in writing within 48 hours after acceptance of a marathon number from CYCLE Kids** that you will not be able to train for and/or run the Boston Marathon on April 15, 2019, you will not be responsible for the fundraising minimum. **After 48 hours, you are responsible for raising the \$7,500 by Friday, April 19, 2019 even if for any reason, including injury, you are unable to complete the marathon.** Your credit card will be charged for the remaining balance owed after Friday, April 19, 2019. CYCLE Kids will not refund any donations previously received.

Wait-list

In addition to selecting 15 official runners to receive charity numbers for the Boston Marathon, CYCLE Kids will maintain a wait-list of five runners who will be prepared to step in should any of the official runners have to drop out. If a wait-listed runner is called upon to run the marathon for CYCLE Kids, he/she will be responsible for raising the full \$7,500 by Friday, April 19, 2019. The wait-listed runners will know whether or not they have an official number by December 14, 2018. If you are put on the wait-list and decide you are no longer interested in running for CYCLE Kids, you must notify CYCLE Kids of your decision immediately. If an applicant is wait-listed, he/she does not have any fundraising obligation to CYCLE Kids until they become an official team member.

Time Commitment & Resources

Runners are expected to train and fundraise extensively to ensure they meet their financial commitment and complete the marathon. CYCLE Kids will provide regular coaching support, which will be held in person or virtually. We have a professional running coach who will support your Marathon goals and ensure that this is a positive experience for the entire team. CYCLE Kids will provide fundraising tips, promotional materials, training program information, organized group runs, and race day advice.

Matching Gift Policy

This is an easy way to increase your marathon donations. Many companies match employees' charitable contributions. ***We encourage you to check with your employer to see if your company has this program, and we encourage you to ask donors if their employers match gifts.*** Many companies issue matching gift checks quarterly or semi-annually: therefore, if you plan to use a match to reach your minimum, it is your responsibility to contact the matching company to ensure the check will be issued before April 1, 2019. If the company's match cycle is past April 1, 2019, the match cannot count toward your minimum funding requirement. You will need to notify CYCLE Kids as soon as possible about the date of any company-matched contribution and of any information CYCLE Kids needs to supply the employer.

B.A.A.® Registration

On or before Friday, February 15, 2019 CYCLE Kids will register the individuals that have qualified for the CYCLE Kids Marathon Team with the B.A.A. **The B.A.A. charges a \$365 registration fee** for each runner. This fee does not count toward your fundraising commitment for CYCLE Kids. This fee can only be paid by credit card (debit cards will not be accepted). Once a runner's credit card has cleared with the B.A.A. the RUNNER will receive an email confirmation of acceptance and a postcard by mail. Names of accepted runners will be posted at www.baa.org. **You should NOT contact the B.A.A. directly to secure your number.**

AN INDIVIDUAL ENTRY/NUMBER IS NON-TRANSFERABLE. ANY ATTEMPTED TRANSFER OF SUCH NUMBER MAY RESULT IN REVOCATION OF YOUR RIGHT TO PARTICIPATE IN THE 2019 BOSTON MARATHON. IN SUCH CASE, YOU WILL STILL BE RESPONSIBLE FOR YOUR FINANCIAL COMMITMENT TO CYCLE KIDS.

Other

- **Age**
You must be at least 18 years old on April 15, 2019, to be an official member of the CYCLE Kids Marathon Team and an entrant in the Boston Marathon.
- **Qualified and other official entrants**
Qualified and other official entrants are welcomed and encouraged to participate with the CYCLE Kids Marathon Team. CYCLE Kids Marathon Team members who are Boston qualifiers or who have official entries from other sources are responsible for their own race registration.
- **E-mail**
Please make sure you can accept e-mail from e-mail addresses with the "@cyclekids.org" extension (i.e. if you run spam filters, be sure to exclude these addresses from your list of blocked user-ids). The primary method of communication between you, the other members of the CYCLE Kids Marathon Team, and your coach will be by email. Please make sure we have your current and correct email address.

Key Milestones

- Acceptance Deadline: 48 hours after you are offered a number
- Cancellation Deadline: 48 hours after you accept a spot on the CYCLE Kids team
- \$1,500 Fundraising Goal: Monday, December 17th, 2018
- \$3,500 Fundraising Goal: Monday, January 14th, 2019
- B.AA. Registration Completed By: February 15, 2019
- \$5,000 Fundraising Goal: Monday, February 11th, 2019
- \$6,500 Fundraising Goal: Monday, March 18th, 2019
- Final Fundraising Deadline (Minimum of \$7,500 Due): Friday, April 19th, 2019

I hereby accept and agree to the terms and conditions as set forth above in the "Team Guidelines".

Signature: _____ Date: _____

Print Your Name: _____

**CYCLE Kids, Inc.
LIABILITY WAIVER**

I agree to assume all responsibility for any and all risk of damage or injury that may occur to me as a participant on the 2019 CYCLE Kids Marathon Team. In consideration of applying for and being accepted for this event, I hereby, for myself, my heirs, executors and administrators, release and discharge CYCLE Kids, Inc., their employees, volunteers and consultants, the Boston Athletic Association and any and all sponsors of the Boston Marathon and CYCLE Kids, Inc. from all claims, damages, rights of action, present or future, whether the same be known, anticipated or unanticipated, resulting from or arising out of, or in incident to, my preparation for and participation in this event. I further agree to adhere to all stipulations of the Boston Athletic Association's Entry Form and Runner's Agreement, Waiver, Release and Acknowledgement as required for official entry in the Boston Marathon on April 15, 2019. I certify that I am aware of the physical demands and hazards of training for and participating in a marathon, and that I am physically fit and will train sufficiently for participation in this event.

I grant permission for the use of my name and/or picture in any broadcast, photography or other account of this event. After acceptance onto the 2019 CYCLE Kids Marathon Team, I agree to provide a current or recent photograph of myself upon request from CYCLE Kids.

I agree to the terms and conditions stated above in the CYCLE Kids Liability Waiver.

Signature _____ Date _____

Print your name _____

2019 CYCLE Kids Marathon Team Application

Last Name: _____ First Name: _____

Street Address: _____

City: _____ State: _____ Zip Code: _____

Home Phone: _____

Cell Phone: _____

Gender _____ Date of Birth _____ Age on April 15, 2019: _____

Singlet size: _____ T-shirt size: _____

Employer: _____ Title: _____

Work Address: _____

City: _____ State: _____ Zip Code: _____

Work Phone: _____ Fax: _____

Email Address: _____

Does your company have a matching gifts program? _____ Yes _____ No

Credit Card Information

Type of card: MC / Visa Number: _____

Expiration Date: _____ Security Code: _____ Billing Zip Code: _____

Method of Contact

Please contact me at _____ Home _____ Work

Best time to contact me _____

Best way to contact me _____

Emergency Contact Information

Emergency contact name _____

Emergency contact phone number _____

Relationship to emergency contact _____

In order to help us choose a team that will provide you with the most rewarding experience, we need to know a bit about you. Please help us get to know you by answering the following questions.

Athletic Background and Interests

Briefly describe your interest in running.

What is your average race pace, long run pace, and recovery pace? (A range is fine.):

Have you participated in any prior marathons? If so, when, which ones, and what were your times?

Have you participated in running races before? When? What types? What were your times?

What other sports or athletic activities do you currently engage in, if any?

What role has sports and athletics played in your life?

Do you have any prior injuries or concerns about your ability to complete the marathon? If yes, please explain.

Fundraising Experience

Have you participated in a marathon, road race, or other athletic charity program before? ___Yes ___No

If yes, which charity(s) and how much money did you raise?

What will your fundraising commitment be if you are selected for the CYCLE Kids Marathon Team?

- **If you raise \$25,000, CYCLE Kids will donate a program in your name to the school of your choice.**
- The minimum required for runners in the US is \$7,500; runners outside of the US are required to raise \$10,000. However, we encourage you to set your goal higher to further support the mission of CYCLE Kids.

\$_____

What will be your (if any) personal donation? \$_____

What are your ideas for raising funds to meet your fundraising goal?

About CYCLE Kids, Inc.

How did you hear about the 2019 CYCLE Kids Marathon Team?

Please describe why you would like to run for CYCLE Kids. How does the program resonate with you?

What other nonprofits or community organizations are you involved with? What was your fundraising experience for these organizations?

What role have you had in these organizations?

I confirm that the information provided in this application is true and accurate to the best of my knowledge.

Signature: _____ **Date:** _____

Print your name: _____

CYCLE Kids is committed to helping children overcome adversity and improve their physical and emotional health. Thank you for your interest in running for CYCLE Kids and raising much needed funding to help kids living in low-income communities and in poverty succeed and live healthy lives! We appreciate the time you took to fill out our application. You will hear from us within two weeks from the day we receive your application. Good luck!