

2013 Guide to USTA's Facility Assistance Program

See below for helpful hints, important dates, and available resources.

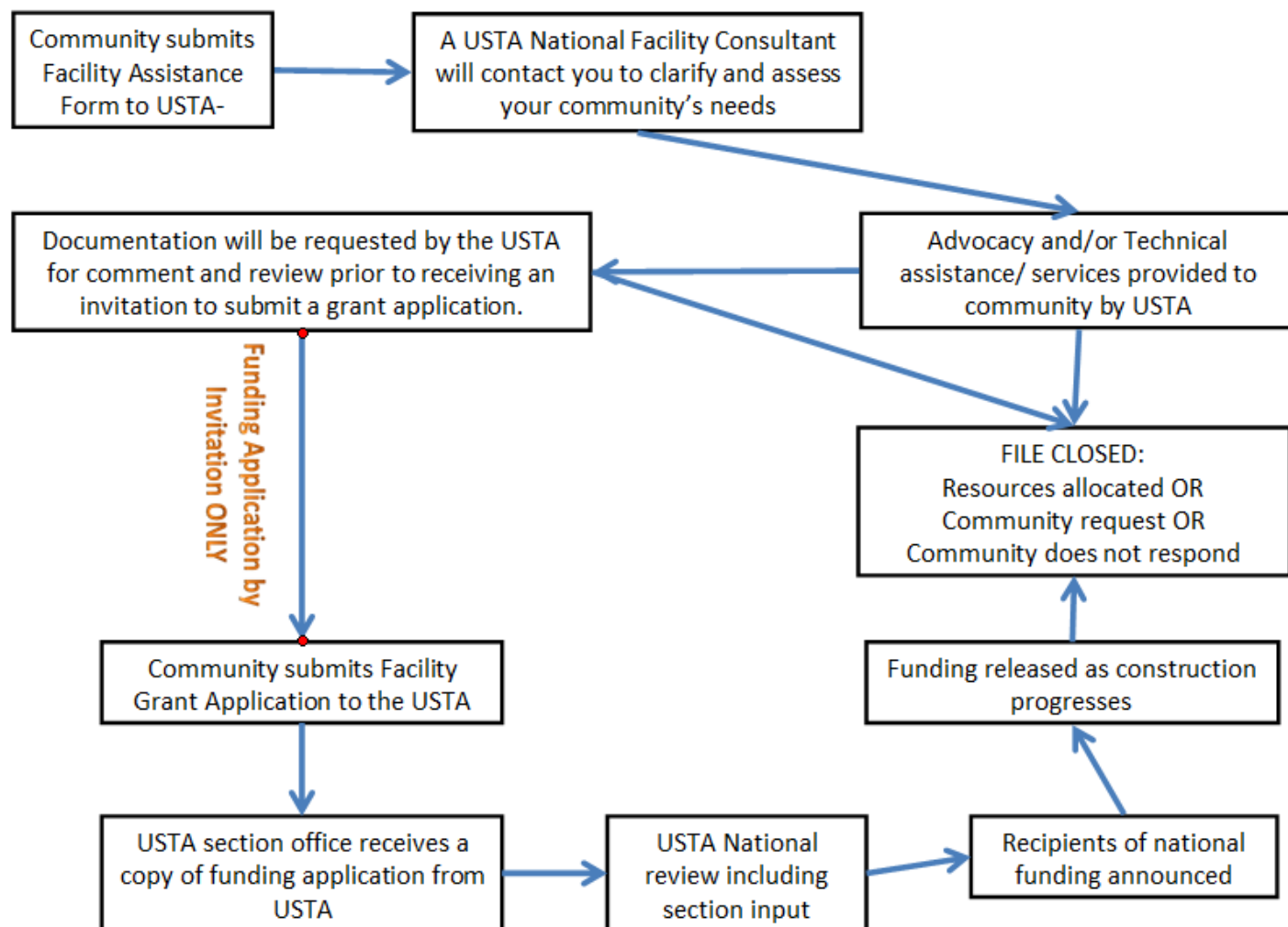


2013 Overview:

STEP 1: Complete and submit an on-line Facility Assistance Form to notify the USTA of your project timeline and needs. This form is available at www.usta.com/facilities. A successfully submitted form will generate an automatic e-mail notification of submission. This form can be completed at any point during the year.

STEP 2: You will be contacted by a USTA representative within 30 days of submitting your Facility Assistance Form. This confirmation process helps the USTA understand community needs and allows communities the opportunity to understand the services offered by the USTA. Expectations of both parties should be clarified to the degree possible knowing that facility work can be a fluid process.

STEP 3: Your community record will stay active as you progress through stages of advocacy and technical assistance and will close once assistance from the National Governing Body is no longer needed. Funding Applications are released by invitation only.



USTA Facility Assistance Services

- Facility Concepts (generic): The USTA has a library of generic concepts available for any community, catalogued by number of courts, type of courts (36', 60' 78' or mixed) and acreage of land.
- Facility Concepts (specific): Upon your selection of a development site and identification of the tennis community's top priorities for your new/renovated facility, the USTA can provide a site specific tennis facility concept for your community.
- Facility Design Review – The USTA can review your facility design for design integrity and to ensure that it meets or exceeds industry standards. The USTA will make design recommendations for the optimum management and programming needs of your facility.
- Construction Document Review – The USTA can review construction documents to ensure all project construction details are clear and concise. The USTA may uncover cost savings for the community and recommend alternate methods for successful construction, grading and drainage plans.
- RFP and Bid Document Review – The USTA can review Request for Proposal and contractor bid documents to ensure that the scope of work meets industry standards.
- 36' and 60' Kid's Tennis concepts: The USTA has an extensive library of 10 and Under Tennis Court plans and can provide you with generic and site specific concepts for:
 - Permanently Painted Kids (36' and 60') Lines on Tennis Courts
 - Permanently Painted Kids (36' and 60') Lines on Playgrounds/parking lots/open space
 - Newly Constructed, Stand alone 36' and 60' 10 and Under tennis courts
 - Court Conversion of 78 foot courts to 36' and 60' Tennis Courts
- Facility Funding – The USTA offers competitive grant applications to tennis facilities open to the public that meet additional requirements outlined below:

Categories	Funding Description	USTA Contribution
Line Grants	Painting permanent 36' and 60' tennis lines on existing courts, paved areas, blacktops, playgrounds or gymnasiums and/or converting an existing 78' court to permanent 36' courts.	Up to \$4,000, must be matched dollar for dollar.
Category I:	For basic facility improvements, including fixed court amenities (i.e. backboards, fencing & lighting, 10 and Under (36' and 60') Tennis Lines and Conversions, windscreens, etc.)	Up to \$4,000, must be matched dollar for dollar by local community
Category II	Resurface of existing courts at public tennis facilities	Up to 20% of total project cost or \$35,000 max
Category III	New Construction or Existing Facility Reconstruction & Expansion	Up to 20% of total project cost or \$50,000 max

- Community Tennis Associations (CTAs): Must be registered in the national database, for more information please visit www.usta.com/cta
- Schools: Are encouraged to have 36' and/or 60' Kids Tennis lines for elementary and Jr. High campuses www.usta.com/schools and no-cut programs in High School www.usta.com/Coaches/HighSchool.aspx
- Colleges/ Universities: Are encouraged to participate in the Tennis On Campus program www.tennisoncampus.com
- NJTL chapters: Are encouraged to have 36' and 60' Kids Tennis lines and must be an NJTL chapter in good standing. www.usta.com/njtl

All USTA funded facilities must be willing to submit a success story when the project is completed, and will be required to submit annual reports for five years following funding to document programming opportunities and maintenance of the facility.

Timetable:

- **Facility Assistance Forms** may be submitted online to the USTA at any time during the year.
 - Within 30 days of submission, organization will be contacted by a USTA National Facilities Consultant who will assess and clarify community needs
 - National Facilities Consultant will work with organization to acquire all necessary documents on-going
- **Facility Grant** applications will be offered and reviewed on an ongoing basis.
 - Applicants may apply for only one grant category per year.
 - Your organization will only receive the 2013 application form if invited to apply for funding.
 - Within 30 days of grant application submission, you will receive feedback from the USTA.
 - Within 60 days of grant application submission, you should know the status of the grant request.
 - If funding is awarded, schedule of payments will be based upon the scope of the project, amount of the award, duration of the construction and will be dependent upon satisfactory completion of required reporting at appropriate construction intervals.
 - If project is not completed within 12 months after award is made, the funds may be distributed to another community.

Additional Resources available to applicants:

- **USTA Facilities Team** - a resource for court improvement/development questions. You may email them directly at facilities@usta.com
- **American Sports Builders Association (ASBA)** - formerly the United States Tennis Court & Track Builders Association. The ASBA also maintains a list of certified tennis court builders that can be accessed online. www.sportsbuilders.org
- **Tennis Courts - A Construction and Maintenance Manual** - 210 page manual, prepared by the USTA and the ASBA. Chapters include: Getting Started, Planning & Design Consideration, Construction Process, Choosing a Surface, Accessories & Amenities, Indoor Tennis, Care & Maintenance, Repair, Reconstruction & Renovation, and Sources of Information. Available through the ASBA website www.sportsbuilders.org (approximate cost = \$40.00). This book is also provided FREE of charge to registered Tennis in the Parks agencies. Is your park & rec agency registered? Find out at www.nrpa.org/usta
- **The Big Serve** – The USTA's advocacy initiative aimed at connecting the passion of USTA members and the larger tennis community with the public policy needs of the communities in which they live. Visit www.usta.com/bigserve to learn more and find valuable resources such as: sample tennis court plans, case studies, advocacy handbook, action center, grant sources, and more.
- **Tennis Industry Association (TIA)** - A solid source for industry-wide information and research. Phone: 843.686.3036 www.TennisIndustry.org
- **Racquet Sports Industry (RSI)** - This industry periodical has a plethora of useful information. Visit <http://www.racquetsportsindustry.com>
- **10 & Under Tennis** fits tennis to kids based on age and physical size. The USTA now requires all sanctioned 8 & U play take place on 36 foot courts and 10 & U tennis take place on 60 foot courts. When utilizing this format, you will need to have courts with the dimensions for the 8 & under: 36' x 18' and 10 & under: 60' x 21' courts with overruns for safe play. There are three ways to create these courts: paint permanent lines, convert existing courts, or build new courts. For more information, please visit www.10andundertennis.com
- **National Recreation and Park Association** has partnered with the USTA for over 10 years to bring parks and recreation agencies, **Tennis in the Parks (TIP)**, a strategic initiative designed to help improve and expand opportunities in communities nationwide, for the public to learn and play the lifelong game of tennis. www.nrpa.org/usta

