**GRANT PURPOSE**

To assist non-profit, Community Tennis Associations (CTA) promote and grow tennis through farmer’s market, a non-traditional venue, then connecting interested 10 and under audience to follow up programs.

**GRANT GUIDELINES AND PROGRAM REQUIREMENTS**

* **The organization requesting the grant must be a non-profit CTA and a USTA Organizational Member.** To join the USTA, go to <https://membership.usta.com/> and click on “Organizations.”
* **The CTA must have up-to-date liability insurance to cover any activity staff, volunteers and activity.**
* This is a one time, non-renewable, seed grant designed to assist a CTA in reaching a new tennis audience through a local farmer’s market venue.
* The CTA would be required to secure a booth space large enough to have a demonstration/hitting area and table to display marketing materials.
* The CTA would be required to attend two to three separate days (minimum) during that farmer’s market season (i.e.; if the market season is 7 weeks then the CTA should have 3 separate days it will be present).
* CTAs should target the 10 and under audience and provide instruction and appropriate sized equipment (racquets, red balls and mini-net) for patron use.
* The CTA would be required to have printed information and materials of follow up programs (CTA, park & rec., club, YMCA, etc.) to handout to interested parents or participants.
* Grants are only for these expenses: defray or assist with booth space cost and/or printed handout materials.
* Funding goes directly to the applying organization.
* **The maximum amount granted per organization will be $300 to $500 depending on need.**

**GRANT APPLICATION**

* All grant applications will be reviewed as received. Applicants will be notified within one month of receipt of application.
* All grant applicants must return a completed W-9 Form along with the application.
* Grants will be awarded until **November 1, 2015**, unless available funds have been exhausted before then.
* **Awardees will initially receive one-half of the approved funding. The remaining one-half will be mailed upon receipt of an end-of-program evaluation.**

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| **Grant questions, email or call: Completed grant applications, mail or email to:** |
| John Terpkosh Marissa Moment Brown |
| Community Program Manager Director of Community Tennis |
| Community Tennis Associations 6400 W 95th Street, Suite 102 |
| [jterpkosh@movalley.usta.com](mailto:jterpkosh@movalley.usta.com) Overland Park, KS 66212 |
| 913-967-9926 office [brown@movalley.usta.com](mailto:brown@movalley.usta.com) |
| 913-322-4822 office |

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| **PROGRAM INFORMATION**  Organization Name:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Fed Tax ID #:\_\_\_\_\_\_\_\_\_\_\_\_\_\_  (Required)  USTA Member#:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ CTA has liability insurance: \_\_\_\_\_Yes \_\_\_\_No  Contact person for application:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Title:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Telephone:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Email:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Address:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  City:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ State:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Zip:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_    **Grant Amount Requested:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**  Program Location:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Day of the week:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  How much will a booth space cost: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ How much will printed the materials cost:\_\_\_\_\_\_\_\_\_\_\_\_\_\_  How will grant funds be allocated for: Booth space rental:\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Printed materials:\_\_\_\_\_\_\_\_\_\_\_\_  How long is your farmer’s market season:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_Spring \_\_\_Summer \_\_\_Fall  List dates your CTA will be present: 1st date:\_\_\_\_\_\_\_\_\_\_ 2nd date:\_\_\_\_\_\_\_\_\_\_ 3rd date:\_\_\_\_\_\_\_\_\_\_\_\_\_  CTA reminder check list:  CTA will target 10 and under audience \_\_\_\_Yes \_\_\_\_No A Completed W-9 is attached \_\_\_\_Yes \_\_\_\_No  CTA will have a demonstration space during program \_\_\_\_Yes \_\_\_\_No  CTA will have appropriate sized racquets, red balls and mini nets for patron use \_\_\_\_Yes \_\_\_\_No  CTA will have printed materials to handout from local, follow up, tennis programs \_\_\_\_Yes \_\_\_\_No  CTA understands this is a one time, seed grant to help start their farmer’s market venture \_\_\_\_\_Yes \_\_\_\_No  **FOR SECTION USE ONLY** |
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| District:\_\_\_\_\_\_\_\_\_\_ Date Recorded:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Approve:\_\_\_\_\_\_ Disapprove:\_\_\_\_\_\_\_  Comments:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Director Signature:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
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| **PROGRAM EVALUATION**  Must be completed and returned no later than two weeks after the end of the local farmer’s market season, to receive the remainder of your funding.  Organization Name:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_    Contact person for application:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Title:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Telephone:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Email:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Address:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  City:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ State:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Zip:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  **Full grant amount your CTA was awarded:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**  Program Location:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Season: \_\_\_\_Spring \_\_\_\_Summer \_\_\_\_Fall  Estimate the number of 10 and under participants that participated in your demonstration space:\_\_\_\_\_\_\_\_\_\_\_\_\_\_  How many days did your CTA have a booth presence at the market: \_\_\_\_two \_\_\_\_three \_\_\_\_other:\_\_\_\_\_\_\_\_\_\_\_  (how many)  Please rate your farmer’s market booth for success: \_\_\_\_Poor \_\_\_\_Fair \_\_\_\_Good \_\_\_\_Excellent  Please rate your tennis demonstration area for success: \_\_\_\_Poor \_\_\_\_Fair \_\_\_\_Good \_\_\_\_Excellent  What did you like MOST about this tennis promotion?  What did you like LEAST about this tennis promotion?  How would you improve your tennis promotion?  Do you plan to continue this tennis promotion next year? \_\_\_\_\_\_YES \_\_\_\_\_NO  **NOTE:** Please attach photos of the booth or participant activities (including names and contact information of individuals in the photos), or any news articles about the tennis promotion and its impact on the participants.  **PLEASE RETURN TO:** Marissa Moment Brown, USTA Missouri Valley |
| 6400 W 95th Street  Overland Park, KS 66212  Or email: brown@movalley.usta.com |
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