

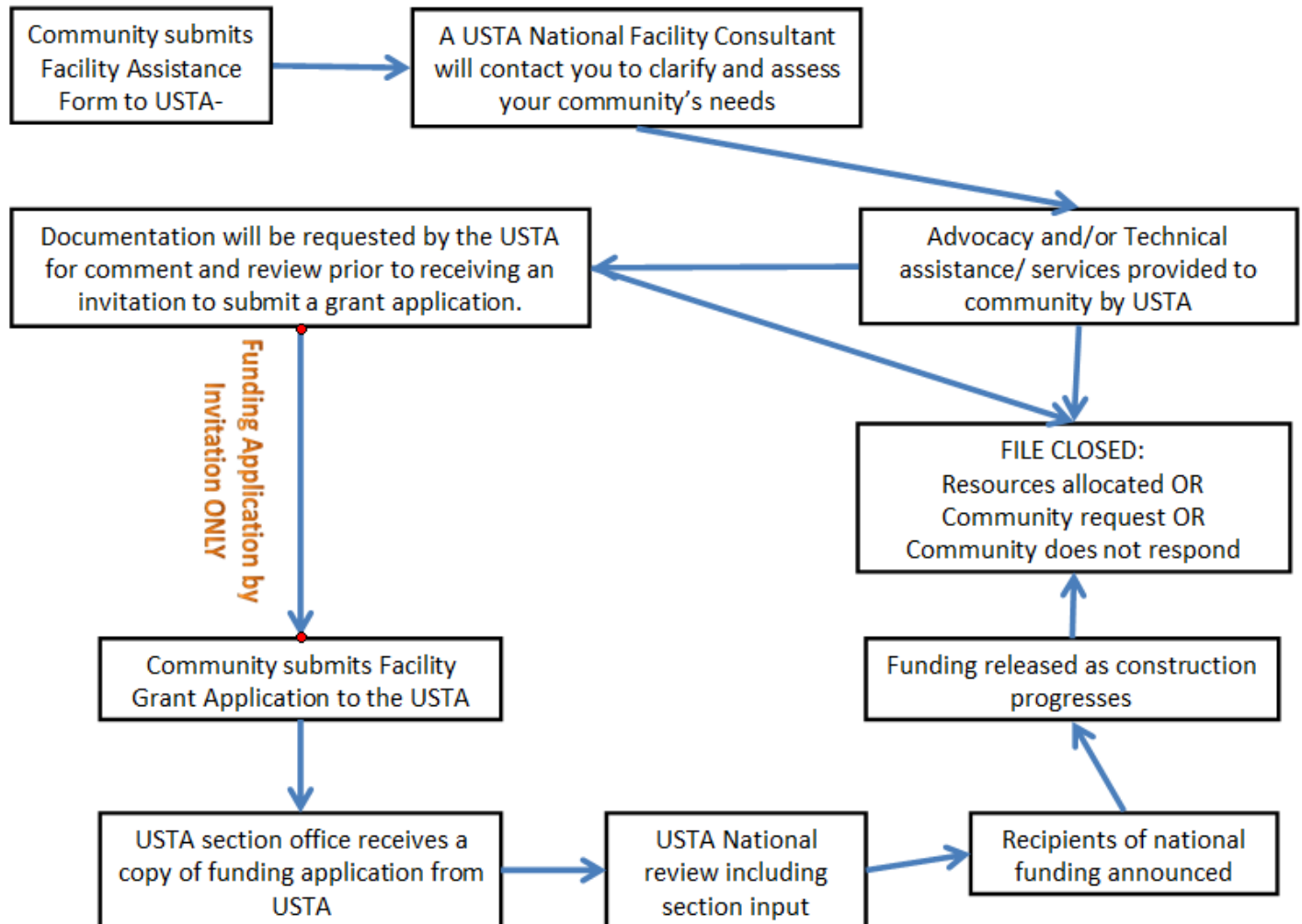
# 2014 Guide to USTA's Facility Assistance Program



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

## 2014 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](http://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' tennis court concepts: The USTA has an extensive library of 36' and 60' tennis court plans and can provide you with generic and site specific concepts for:
  - Permanently Painted 36' and 60' Lines on Tennis Courts
  - Permanently Painted 36' and 60' Lines on Playgrounds/parking lots/open space
  - Newly Constructed, Stand alone 36' and 60' 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
<b>Line Grants:</b>	Painting permanent 36' and 60' tennis lines on existing courts, paved areas, blacktops, playgrounds or gymnasiums.	Up to 50% of total project cost (\$4,000 maximum).
<b>Category I:</b>	Basic facility improvements, including fixed court amenities (i.e. backboards, fencing, windscreens, etc.)	Up to 50% of total project cost (\$4,000 maximum).
<b>Category II</b>	Resurfacing of existing 36', 60' and 78' courts. Converting an existing 78' court to stand-alone 36' courts. Lighting.	Up to 50% of total project cost (\$10,000 maximum).
<b>Category III</b>	New construction or existing facility reconstruction of 36', 60' and 78' courts.	Up to 50% of total project cost (\$20,000 maximum).

## 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 2014 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:

- **American Sports Builders Association (ASBA)** – represents companies actively engaged in the building and surfacing of tennis courts. The ASBA maintains a list of certified tennis court builders that can be accessed online at [www.sportsbuilders.org](http://www.sportsbuilders.org)
- **Tennis Courts - A Construction and Maintenance Manual** – Co-published 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. Electronic version can be purchased and downloaded at [www.sportsbuilders.org](http://www.sportsbuilders.org). To request a free hard copy, email [facilities@usta.com](mailto:facilities@usta.com).
- **The Big Serve** – Visit [www.usta.com/bigserve](http://www.usta.com/bigserve) to find valuable advocacy resources.
- **Tennis Industry Association (TIA)** - A solid source for industry-wide information and research. Phone: 843.686.3036 [www.TennisIndustry.org](http://www.TennisIndustry.org)
- **Tennis Industry Magazine** - This industry periodical has useful information. Visit [www.tennisindustrymag.com](http://www.tennisindustrymag.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](http://www.nrpa.org/usta)

