



## **2011 USTA/Virginia Tennis Grant Application**

### *GRANT CRITERIA AND APPLICATION PRODECURES*

1. Applicant must be a current USTA Organization Member. Individuals cannot apply.
2. Program must reside in the Virginia District.
3. PROGRAM GRANT application must be filled out to its completion.
4. **Applicant must provide an additional letter of background information pertinent to the program.**
5. Submit completed applications to: USTA/Virginia Tennis, 3229 Brandon Ave, Suite 6, Roanoke, VA 24018
6. The USTA/Virginia Tennis grant committee will review applications on a rolling deadline.
7. Applications will be accepted throughout the year.
8. USTA/Virginia Tennis office will then notify applicant of the outcome.

### **GUIDELINES**

- **Program, equipment and fix-a-court court grants may be applied for:**
  - **Program/Equipment grant maximum \$1000**
  - **Fix-a-court grant maximum \$2500**
- **This grant does not cover season ending banquets and travel expenses.**
- **The sponsoring organization must become self-sufficient by generating its own funds, because grants are rewarded annually and are not renewable.**
- **The program must be non-profit.**
- **The program must return the accountability form 30 days from end date of program.**
- **Youth programs should charge a reasonable registration fee to encourage participation, and provisions should be made for interested children who lack the funds.**
- **Funding for more than one program is available and separate applications must be filled out to apply.**

Please contact the USTA/Virginia Tennis office at 540-982-5524 or 800-229-3166 for questions or more information. To apply send a completed grant application via mail, fax or email.

USTA/Virginia District  
Attn: USTA/VA Grant  
3229 Brandon Ave, SW Suite 6  
Roanoke, VA 24018  
540-982-5524 (phone) 540-982-5572 (fax)  
shell@virginiatennis.com



## 2011 GRANT APPLICATION

USTA Member Organization \_\_\_\_\_

Program Name \_\_\_\_\_

Contact Name \_\_\_\_\_

Position/Title \_\_\_\_\_

Mailing Address \_\_\_\_\_

City/Town \_\_\_\_\_ State **VA** Zip \_\_\_\_\_

Daytime Phone \_\_\_\_\_ E-Mail Address \_\_\_\_\_

Make check payable to\* \_\_\_\_\_

\*Check must be payable to the current USTA Member Organization ONLY.

### TYPE OF GRANT REQUESTED:

PROGRAM     EQUIPMENT     FIX-A-COURT

### IF PROGRAM WAS SELECTED, PLEASE MARK TYPE OF PROGRAM GRANT REQUESTED:

(CHECK ONE ONLY)

QuickStart     Junior Team Tennis     School Tennis     Recreational Coach Workshop  
 Tennis in the Parks     Tennis on Campus     Tennis Block Party     Rapid Rally     NJTL  
 Community Tennis Association     Multicultural     Adaptive     Wheelchair     Military

### MEMBERSHIP

USTA Organization Membership Number (required) \_\_\_\_\_ Expiration Date \_\_\_\_\_

Is your Organization a 501©(3) corporation? \_\_\_\_\_ Yes \_\_\_\_\_ No

If no, what is your organizations not-for-profit status \_\_\_\_\_?

Or name of fiscal agent (fiscal sponsor)? \_\_\_\_\_

Is your organization a public agency/unit of a government or religious institution? \_\_\_\_\_ Yes \_\_\_\_\_ No

### AGE GROUPS TARGETED

\_\_\_\_\_ Youth (18 & under)    \_\_\_\_\_ Adult (19-49)    \_\_\_\_\_ Senior (50 & over)

### DURATION OF PROGRAM AND ESTIMATED NUMBER OF PARTICIPANTS

Start Date \_\_\_\_\_ End Date \_\_\_\_\_ Hours per week \_\_\_\_\_

Years in Existence of Program: \_\_\_\_\_ New    \_\_\_\_\_ 1-3 years    \_\_\_\_\_ 4-6 years    \_\_\_\_\_ 7+years

Estimated number of Participants \_\_\_\_\_ Number of Courts Used \_\_\_\_\_

### GRANT REQUESTED

TYPE OF GRANT:     Start-up     Expansion     Fix-A-Court     Other

FORM GRANT IS REQUESTED IN:     Monetary     Equipment     Other

AMOUNT OF MONETARY GRANT REQUESTED: (please specify dollar amount) \_\_\_\_\_

EQUIPMENT REQUESTED: (please specify all equipment requested) \_\_\_\_\_

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**PROGRAM/EVENT BUDGET SUMMARY**

**EXPENSES**

**Instruction:**

Head Instructor: Name \_\_\_\_\_ USPTA PTR (Circle if applicable)

Assistant Instructor: Name \_\_\_\_\_ USPTA PTR (Circle if applicable)

Head Instructor \_\_\_\_\_ (\$ Per Hour) x \_\_\_\_\_ (Total Hours) = \_\_\_\_\_

Assistant Instructor \_\_\_\_\_ (\$ Per Hour) x \_\_\_\_\_ (Total Hours) = \_\_\_\_\_

Volunteers \_\_\_\_\_ Total Number of Volunteers

**Publicity:**

Flyer/Brochure \_\_\_\_\_ (\$ Printing Cost) x \_\_\_\_\_ (# of pieces) = \_\_\_\_\_  
Production

Flyer/Brochure \_\_\_\_\_ (\$Per Piece) x \_\_\_\_\_ (# of pieces) = \_\_\_\_\_  
Distribution

**Equipment:**

Rackets/Balls/Nets \_\_\_\_\_ (# X Cost) = \_\_\_\_\_

Prizes/T-shirts \_\_\_\_\_ (# X Cost) = \_\_\_\_\_

Court rental \_\_\_\_\_ (\$ Cost per Hour) x \_\_\_\_\_ (Total # of Court Hours) = \_\_\_\_\_

Other \_\_\_\_\_ = \_\_\_\_\_

**TOTAL EXPENSES**

\_\_\_\_\_

**INCOME**

Cost per Participant \_\_\_\_\_ X \_\_\_\_\_ (# of Participants) = \_\_\_\_\_

Sponsoring Organization (s): \_\_\_\_\_ = \_\_\_\_\_

In-Kind Donations: \_\_\_\_\_ = \_\_\_\_\_

**TOTAL INCOME**

\_\_\_\_\_

**INCOME LESS EXPENSES**

\_\_\_\_\_

**GRANT REQUESTED**

\_\_\_\_\_

Signature of Grant Applicant \_\_\_\_\_

Date: \_\_\_\_\_

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**FOR DISTRICT USE ONLY**

**Comments:**

\_\_\_\_ Approve    \_\_\_\_ Disapprove    \_\_\_\_ Rank                      Suggested Grant Amount \$ \_\_\_\_\_

Authorized District Signature \_\_\_\_\_ Date \_\_\_\_\_

Please review the Grant Information page to ensure that you have completed  
and abided to the criteria and guidelines of USTA grant applications.