

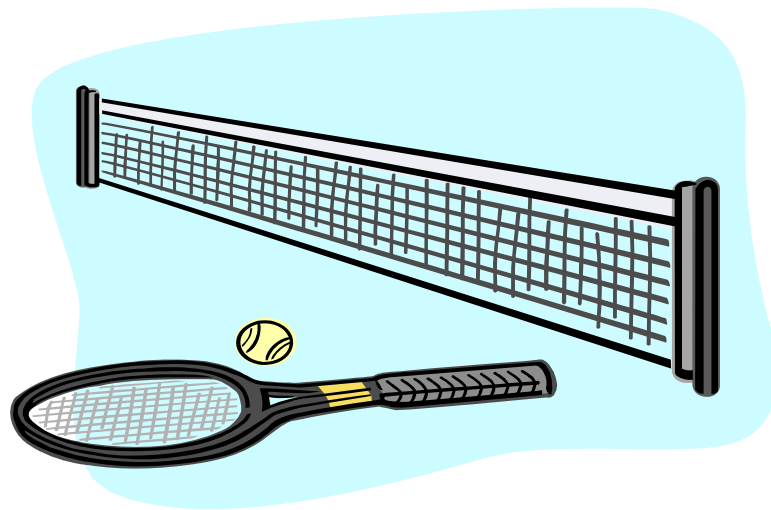


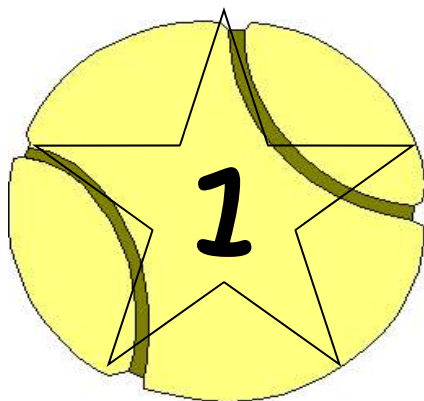
**Hints for a  
STAR Success  
&  
CTA Guide to Funding  
through USTA Programs  
in Arkansas**



## The definition of a CTA :

“ Any incorporation,  
geographically defined,  
not-for-profit,  
volunteer-based  
tennis organization  
that supports or provides  
programs which  
promote and develop  
the growth of tennis.”

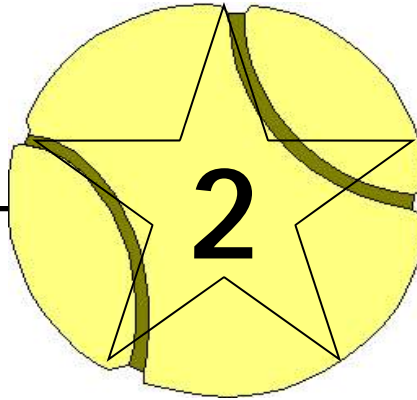




A group of individuals in the beginning stages of CTA-development.  
This CTA is eligible for a one-time, \$250.00 start-up grant upon the completion and filing of their Articles of Incorporation with the State of Arkansas. Send a letter to the Arkansas Tennis Association (ATA) stating you wish to establish a CTA in your area. A copy of your Articles of Incorporation must be sent to the ATA. A year-end report will be required from all organizations who receive this grant.  
If your CTA is a 1 star for 2 years and they don't move up in the star system, then the zip codes become open for the ATA or another CTA to develop.

#### Funding & Benefits

- ATA will pay \$10 incentive funding after reaching 50% of goal per unique player in USTA Jr. Team Tennis.
- USTA Jr. Team Tennis (CTA eligible to run programs keep \$10 per JTT player.
- After reaching a 125% of your goal for unique Jr. Team Tennis players you will receive an additional \$5 for each player over 100%.



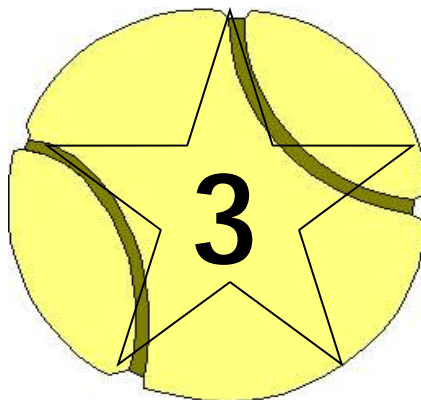
## Criteria:

- Current USTA CTA [www.usta.com](http://www.usta.com)
- 501©3 or 501©4 tax sent to the ATA or it of approved paperwork sent to ATA for their records)
- A financial statement is required on or before the date of the ATA annual meeting before funds will be distributed
- Reach **30%** of goal in all PBIF Funding Categories
- USTA Junior Team Tennis program- 10% of Jr. Team Tennis must attend the State JTT Championship
- CTA *Executive Director* or *Board Officer* in attendance at :  
Annual CTA Council & Training Meeting  
Fall Adult League Council Meeting–**Oct. 10 2009**  
CTA Workshop–**Oct. 9, 2009**  
JTT Workshop TBA
- Annual CTA Contact Information submitted to ATA Director of Community Development by February 28<sup>th</sup>, 2009. If there are changes, resubmit quarterly
- Register/update CTA information at [www.usta.com-get-involved-CTA](http://www.usta.com-get-involved-CTA)
- **Send someone from your CTA to work Tournaments. The State League Coordinator will provide your CTA a list of these dates. If your CTA cannot provide a person on the dates assigned the ATA will hire someone and bill the CTA.**
- Send someone from your CTA to work USTA Jr. Team Tennis State Tournament
- Copy of League rules must be turned in to League Dept by **Jan. 15, 2009 for 2009 Season**
- League reports are due at the ATA office on: Adults @ Seniors 1/15/2009 Mixed @ Combo 9/25/2009.

Organizational Membership Sign up at status (copy of current status paperwork must be in the mail to the IRS with a copy

## Funding & Benefits:

- Community Development Local Membership (CDLM) Funding (Capped at \$4 per USTA Member)
- USTA League Tennis (CTA eligible to run programs & keep **\$5** per league player if League Program Report is submitted to ATA by due dates listed on the form for each program (adult, seniors, mixed, combo, super seniors)
- USTA Jr. Team Tennis Funds-ATA will pay \$10 after reaching 50% of goal per unique player in USTA Jr. Team Tennis.
- First Tournament Funding (Request up to \$250.00 for junior players)-apply at the ATA office
- Eligible to apply for matching marketing funds up to **\$250**
- Eligible to apply for the Area Coordinator Stipend for USTA Jr. Programs only
- **USTA Jr. Team Tennis (CTA eligible to run programs keep \$10 per JTT player.**
- **After reaching a 125% of your goal for unique Jr. Team Tennis players you will receive an additional \$5 for each player over 100%.**
- Eligible to apply for Southern Program Grants

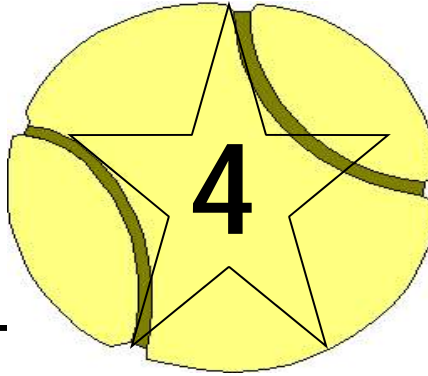


### Criteria:

- Complete 2 star requirements
- Must reach **60%** of goal in all PBIF Funding Categories
- Must have a coordinator for all programs (Name of coordinator turned into ATA at least 45 days before program registration begins):  
USTA League Tennis/USTA League Seniors, USTA Mixed Doubles, STA/BMW  
Combo Doubles, & USTA Jr. Team Tennis

### Funding & Benefits:

- Community Development Local Membership (CDLM) Funding (Capped at \$4 per USTA Member)
- USTA League Tennis Funds (CTA eligible to run program & keep **\$7.50** per league player if League Program Report is submitted to ATA by due dates listed on the form for each program  
(adult, seniors, mixed, combo, super seniors)
- USTA Jr. Team Tennis the ATA will pay \$10 incentive funding after reaching 50% of goal per unique player in USTA Jr. Team Tennis.
- First Tournament Funding (Request up to \$250.00 for junior players)-apply at the ATA office
- Eligible to apply for matching marketing funds up to **\$250**.
- Eligible to apply for the Area Coordinator Stipend
- ATA Incentive Funding (PBIF-Capped at 105% of program goal)
- **USTA Jr. Team Tennis (CTA eligible to run programs keep \$10 per JTT player.**
- **After reaching a 125% of your goal for unique Jr. Team Tennis players you will receive an additional \$5 for each player over 100%.**

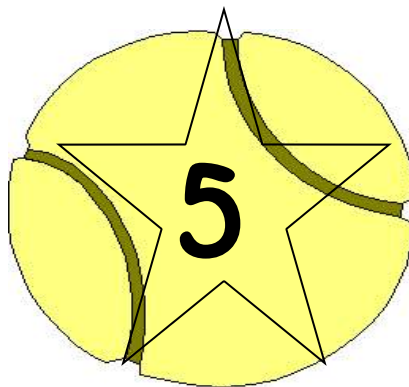


## Criteria:

- Complete 2 & 3 star requirements
- Reach average of 100% of PBIF goal for all programs and at least 75% in each category
- Must have quarterly CTA meetings and submit minutes to Director of Community Development by quarter end...Mar. 26<sup>th</sup>, June 25<sup>th</sup>, Sept. 3<sup>rd</sup> , Dec. 17<sup>th</sup>

## Funding & Benefits:

- Community Development Local Membership (CDLM) Funding (Capped at \$4 per USTA Member)
- USTA League Tennis Funds (CTA eligible to run program & keep \$10 per league player if League Program Report is submitted to ATA by due dates listed on the form for each program (adult, seniors, mixed, **Tri Level**, combo, super seniors)
- USTA Jr. Team Tennis Funds-The ATA will pay \$10 incentive funding after reaching 50% of goal per unique player in USTA Jr. Team Tennis.
- First Tournament Funding (Request up to \$250.00 for junior players)-apply at the ATA office
- Eligible to apply for matching marketing funds up to \$500
- Eligible to apply for the Area Coordinator Stipend
- ATA Incentive Funding (PBIF-Capped at 105% of program goal)
- **USTA Jr. Team Tennis (CTA eligible to run programs keep \$10 per JTT player.**
- **After reaching a 125% of your goal for unique Jr. Team Tennis players you will receive an additional \$5 for each player over 100%.**
- **Eligible for Baseline Funding:** \$5 for each USTA member over previous year actual (#'s to come from November report).



### Criteria:

- Complete 2, 3 & 4 star requirements
- CTA Web Page-give web address to ATA office
- 100% PBIF in each category

### Funding & Benefits:

- Community Development Local Membership (CDLM) Funding (Capped at \$4 per USTA Member)
- USA League Tennis Funds (CTA eligible to run program & keep \$10 per league player if League Program Report is submitted to ATA by due dates listed on the form for each program (adult, seniors, mixed, Tri Level, combo, super seniors))
- USTA Jr. Team Tennis & Rally First Funds-ATA will pay \$10 after reaching 50% of goal per unique player in USTA Jr. Team Tennis.
- First Tournament Funding (Request up to \$250.00 for junior players)-apply at the ATA office
- Eligible to apply for matching marketing funds up to \$500
- Eligible to apply for the Area Coordinator Stipend
- ATA Incentive Funding (PBIF-Capped at 105% of program goal)
- \$5 for each USTA member over previous year actual (#'s to come from November report)
- Bonus check of \$3 per USTA member off November report.
- **USTA Jr. Team Tennis (CTA eligible to run programs keep \$10 per JTT player.**
- **After reaching a 125% of your goal for unique Jr. Team Tennis players you will receive an additional \$5 for each player over 100%.**
- **Eligible for Baseline Funding:** \$5 for each USTA member over previous year actual (#'s to come from November report).

## Arkansas Community Tennis Association Council

**Roles & Responsibilities:** The Arkansas Tennis Association has a Community Tennis Association Council with the following characteristics:

- A representative from each CTA will be invited to serve on the Council
- The Chairman of this committee will be elected by fellow members of the Council.
- The Council will oversee the governance of CTA areas, including, but not limited to: program accountability, program crossover among CTAs, and statewide program development (see ATA Star Program). CTA coverage modifications will be handled by the ATA Executive Committee

### The Arkansas Tennis Association Star Program



**PURPOSE:** The purpose of the CTA/ATA partnership is to assist each CTA in realizing their goals. The ATA Star Program was developed as a means and method for the fair distribution of funding among the rapidly-growing CTAs of Arkansas. By advancing in the program, a CTA becomes eligible to host and receive funding for additional USTA Programs. When the area applies to be a CTA and wants jurisdiction over their own zip codes, the CTA must then accept the responsibility/or servicing of those zip codes. The ATA staff is available to provide support to the CTA.

**CRITERIA FOR ADVANCEMENT:** A CTA advances within the star program by meeting certain requirements. These requirements include: running USTA programs, submitting forms and paperwork, and obtaining and maintaining necessary USTA memberships and tax exempt status.

Individual program goals are developed for each CTA, based on their percentages of both USTA membership and populations (only areas with CTAs are used to calculate these figures). In order to advance to the upper-tiers of the program, a CTA must meet a certain percentage of the goals set by the ATA. Star status can only be upgraded at the end of the calendar year, and so once a CTA is assigned a star status, it shall remain with that status until the following year. All funding is awarded at the ATA Annual Meeting for the previous year's work.

## CTA FUNDING:



### CDLM-

Based on Participation-maxed @ \$5.00 per USTA membership  
\$ used for programs, marketing, facility, part time staff  
Must do accountability form  
Due in November  
Southern pays \$3.75 and the ATA pays \$1.25(paid at annual meeting once financial statement is submitted)

### PBIF-

See goal configuration sheet  
Paid at annual meeting once financial statement is submitted to ATA on or before annual meeting

### Additional Funding

#### 4 Star

Baseline Funding: \$5 for each USTA member over previous year actual-#'s come from November report

#### 5 Star

Bonus Check of \$3 per USTA member off of November report

### Marketing \$-

- \* The ATA will match CTAs up to **\$250.00**/year for flyers, newspaper ads etc.
- \* Copy of receipts and sample of flyer etc. must be sent to the ATA
- \* Bills due by December 1<sup>st</sup>
- \* Matching funds

### Special Grant-

If your CTA runs a large USTA Junior Team Tennis program you can apply through the ATA

### Area Coordinator Stipend-

Largest program for USTA Team Tennis (Youth only)  
Apply electronically through State Office  
Program and scores must be entered in Tennis Link  
Due Oct. 1<sup>st</sup>  
\*\$ Amounts & team #'s are subject to change. These amounts are allotted according to the number of teams in the program and the divisions from which those teams come.  
Allotments are given according to application on a first come first served basis.

### Tournament Funding-

Host a stand-alone Level 5 tournament and receive the following funding. The \$ will go to the person who ran the tournament.  
Up to 100 players=\$100  
Over 100 players=\$150

### 1st Tournament Funding

This allows a CTA to pay the tournament fees for 1st time tournament youth players playing in a sanctioned USTA junior tournament-level **5 and lower**. They are reimbursed by the ATA up to \$250.00 A list of the players and the entry fee amount must be sent to the Director of Community Development before Dec. 1st. This applies to 1 tournament only. Available if your CTA is 2 star or above.

### Incentive \$-

\$10.00 after reaching 50% of goal per unique player in USTA Junior Team Tennis and Rally First  
2 star and above  
Paid quarterly

## CTA FUNDING continued:

### **Southern Program Grants:**

Used to start instructional programs/leagues or expansions of programs that have an emphasis on Diversity, Special Populations, Wheelchair Tennis, or any NJTL Programs.

Grants may be awarded up to \$1000.00 on a one-time basis

Accountability form required and is due to ATA office by December 1st

### **Growth Grant:**

\$ to hire someone to run junior and adult USTA programs

Must do an accountability form

Apply through Danny

### **Court Resurfacing Grant**

Used for any court upkeep costs or resurfacing costs.

Max of \$5000 or 50% of total cost

Can only be used for a Public Facility

### **Executive Director Grant**

Used to help pay someone to manage most affairs of the CTA, promote programs, keep track of finances, and represent the CTA.

Matching Stipends up to \$3,500 according to population.

Must present job description and pay stub to receive the stipend.

### **Financial Aid**

Financial aid can be applied for to cover the expenses of Junior Competitive Events and Junior Team Tennis Leagues. Contact the state office for more information.

