



ITF Digitalisation Grant Programme

Digitalisation is an increasingly fundamental element of modern tennis administration. The effective combination of people, process and technology can deliver business benefits to National Associations of all sizes and resources.

The ITF Digitalisation Grant Programme (the **Programme**) is designed to help our member Nations introduce digital resources that enable them to find more cost effective and efficient ways to manage their operations and provide more people with the opportunity to play tennis.

The Programme supports the ITF Development Department objectives to:

- Increase participation in tennis worldwide for all ages, genders, playing standards and physical abilities.
- Develop talented players, particularly those from nations that are both under-resourced and under-represented.

Tier 1, 2 and 3 member nations may apply for funding to support IT projects that help to transform activities in any of the following areas:

1. Better information and data management - for example a centralised database of members, tournaments, and results.
2. Automation of key processes - for example membership registration, tournament entries, results submission or rankings calculation.
3. Data reporting and insight – collection and analysis of data to provide information that directly influences tennis activities, player participation, or strategic growth. For example, use of data to measure success of national development and participation programmes, monitoring & analysis of player performance and development, assessment & reporting of national tennis infrastructure and capability.
4. Direct data integration with and use of the ITF World Tennis Number.

APPLICATIONS

Applicants must complete and submit all documents described in the appendix throughout the year of 2022 via the online form.

ELIGIBILITY CRITERIA

Only eligible National Associations that meet the following criteria are eligible for funding. Nations must:

- Be in good standing with the ITF and their respective Regional Association. National Associations must have paid in full all applicable ITF and Regional Association subscription fees.
- Demonstrate that they are actively engaged with the ITF and their respective Regional Association to develop tennis in their country.
- Support ITF 2024 – the ITF's long-term plan for sustainable growth of the sport – by collaborating and engaging with the ITF and their respective Regional Association through regular attendance at Annual General Meetings and regional meetings.

For programmes to benefit from the award of a grant the following conditions must be met:

- The project must be identified as a priority by the nation in developing an appropriate national digital infrastructure, in particular for under-resourced and under-represented nations (Tier 1).
- The project must directly or indirectly support the ITF World Tennis Number programme by facilitating the acquisition or integration of data with the ITF World Tennis Number.
- Where appropriate, all new databases and IT systems must be compatible with and able to export and import data using the ITF-supported [Tennis Open Data Standards \(TODS\)](#).

- The ownership and full rights to all data created and processed as part of a new database or data management system must reside exclusively with the National Association.
- There should be no inclusion of any costs associated with employing administrative staff to support the digital programme as such costs are not eligible for funding under the Programme.
- All relevant documentation of any service agreement with a third party that is required to maintain the digital product throughout its lifespan (if a service provider has been identified in the application process) must be provided.
- Only fully funded projects are eligible for funding under the Programme. The project must be supported by additional funding (for example from government, National Olympic Committee, and/or commercial partners) if the cost of the digitalisation project exceeds maximum grant offered by ITF.
- Retrospective funding is not available under this Programme – the Panel will not approve grants for work that has been completed or will be completed while the application is being considered.

ASSESSMENT CRITERIA

IMPACT – applicants must show how the proposed investment will (1) contribute to the efficiency of administration within a National Association, (2) provide a sustainable digital platform for further modernisation in future, and (3) be used to support national, regional and/or international tournaments.

Projects will be prioritised on the basis of the extent that they support the strategic delivery of national or regional needs, provide a good return on ITF investment (as measured by the contribution to the objectives of the Development Department as described above) and operate a best practice model that can be replicated. Projects that assist National Associations onboarding and integration with the ITF World Tennis Number will also be prioritised.

ITF WORLD TENNIS NUMBER – applicants must show their intent to launch the ITF World Tennis Number platform in their Nation. The ITF World Tennis Number will create a global, level-based tennis rating designed to enable more matches between players of similar levels from beginners to professionals. The aim is to encourage more players of all ages, genders and abilities to play more tennis, with a clear focus on recreational players.

Priority will be given to projects that assist National Associations onboarding and integration with the ITF World Tennis Number.

SUSTAINABILITY – applicants must show that the digital platform will be maintained and fully utilised over a long period to contribute in a sustainable way to both the National Association's and the ITF Development Department's objectives.

Priority will be given to projects that have a viable business plan demonstrating operational efficiencies and a sustainability provision.

TENNIS OPEN DATA STANDARDS (TODS) – where appropriate all projects should be developed in line with the TODS specification. The goal of the Tennis Open Data Standards (TODS) project is to provide a single data exchange framework that allows the transfer of any tennis-related data between different information systems using consistent, agreed formats and methods.

Priority will be given to projects that incorporate and use these standards for data exchange and interoperability with other IT systems.

DELIVERABILITY – applicants must provide a detailed project plan for the delivery of digital services from inception to completion with realistic milestones. This should include a procurement strategy and delivery mechanism, project and risk management structures/plans that will mitigate risks to ensure successful delivery.

Priority will be given to projects that can provide a robust delivery plan (with key milestones) that is realistic and achievable within an agreed timescale.



DECISION MAKING

The ITF Digitalisation Grant Programme will be administered by the ITF and applications will be assessed by a Digitalisation Panel (the **Panel**) made up of the - ITF Chief Operating Officer, ITF Executive Director of IT, ITF Executive Director of Tennis Development, and supported by a Project Manager and Panel Secretary.

Only fully completed applications will be considered.

POSSIBLE OUTCOMES

- **Award** – an offer of grant through an ITF agreement, subject to the project starting within six months of the award and being completed within 24 months of the start date.
- **Rejection** – the project is not supported for specific reasons aligned to the criteria of the programme. A rejection doesn't prevent the National Association of resubmitting an application during 2022.

PAYMENT OF GRANT

The maximum ITF Digitalisation Grant is \$7,500. Grants will be awarded based on how applications meet the programme's criteria and at the discretion of the ITF Digitalisation Grant Panel.

Terms of payment will be stated in a letter of agreement. Payment will be made upon receipt of a claim form and supporting documents or invoices. Payments will be made in two lump sums. The first will be paid after the award letter is signed and returned to the ITF. The second will be made after a short assessment of the project to ensure work has begun and is progressing in line with the proposed project.

MONITORING, MEASUREMENT AND EVALUATION

Successful applicants will be required to monitor and report on all usage of the digital tool as required by the ITF.

HOW DOES THE ITF USE THE INFORMATION?

The information provided by the National Association is used to demonstrate that the projects the ITF funds are making a positive impact. The data provided is collated and analysed to produce various reports, enabling the ITF to identify trends in order to see how your project is progressing against your original targets and relative to other projects.

The ITF produces an annual report which outlines in detail the impact that funded projects have made in that year. The information provided by a National Association is crucial in enabling the ITF to produce this report, with a view to show the impact that the funding has achieved.

APPENDICES

Documents that must be provided in support of an application

- Online application – please contact your ITF Development Officer for further details on the application process
- Evidence of partnership funding (if applicable)
- Existing digital service agreements with third parties (if applicable)
- Additional supporting documents (if requested by the ITF)