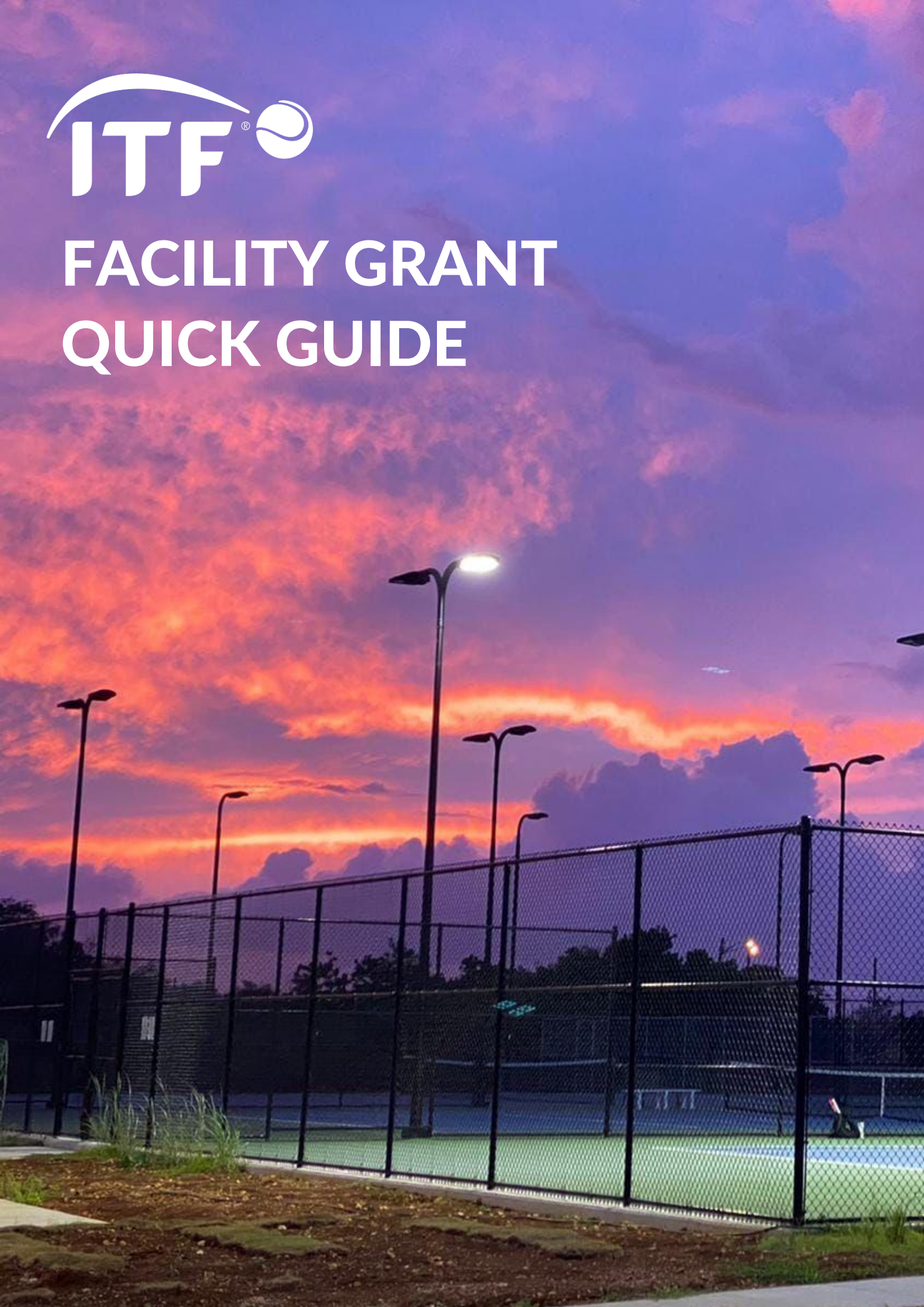




FACILITY GRANT QUICK GUIDE



Welcome to the Facility Grant quick guide

In this guide you will find information on **who** can apply, **when** and **how**, and **what** you can apply for.

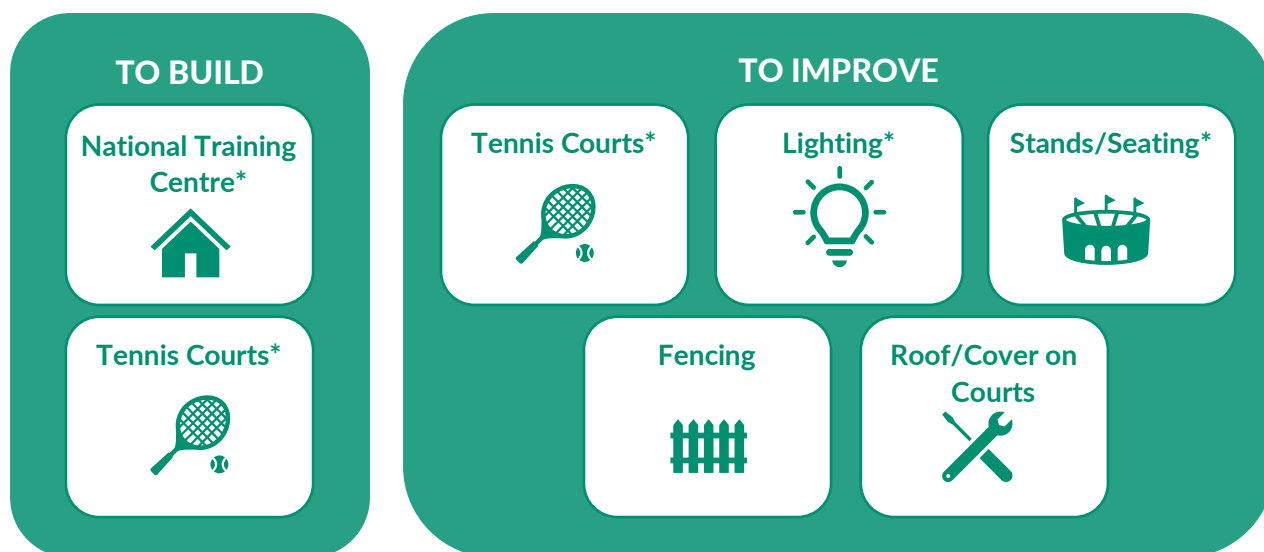
WHO CAN APPLY?

- Tier 1, Tier 2, and Tier 3 ITF member National Associations (NAs) that meet the project criteria in this quick guide. To view your Tier status, please [click here](#) and consult the ITF development eligibility criteria.
- You must be in good standing with the ITF and your Regional Association (RA).
- All applicable ITF and Regional Association subscription fees must have been paid.
- You must be actively developing tennis with the ITF and your RA.
- You must support ITF2024 and engage with the ITF and your RA by attending Annual General Meetings and regional meetings.

WHEN CAN I APPLY?

- You can apply throughout the year - there are no deadlines for applications.

WHAT CAN I APPLY FOR?



* You can also apply to build/renovate a clubhouse, locker rooms, dormitories, restaurant, gym but priority will be given to the items marked with an *. **The maximum grant available for any project is 50,000 USD.**

Project Criteria

- Must be a priority for the nation and the region to support the development of tennis.
- NA must hold a long-term lease agreement (at least 15 years) or it owns the land/facility.
- Cost of personal sports equipment and revenue (staff, coaching) are not eligible for funding.
- Only jointly funded projects are eligible for funding - you must seek further funding to support the project, this can include funding from: Government, National Olympic Committee and/or local sponsors.
- We cannot approve grants for work that has already taken place or will be completed while your application is being considered.

HOW TO APPLY

Applications will be assessed by the ITF Facility Grant Panel (“the Panel”). Below you will find the individual steps of the application process.



EXPRESSION OF INTEREST

Please contact your ITF Development Officer (“DO”) to confirm that you are interested in applying for a Facility Grant.

MEETING WITH YOUR DO

Your DO will then contact you to set up an initial call to discuss your project, run through the application form you will need to complete, and answer any questions that you may have.

NA PREPARES APPLICATION

Once you have prepared all the necessary documentation required to apply (information for application form, supporting documents, secured sources of funding), please contact your DO, who will send you a link to the official online application form. Please note that we can only accept online applications that have been completed fully.

APPLICATION REVIEW

Once your application has been submitted, the ITF together with the Panel will assess your application and will be in touch as soon as a decision has been made.

POSSIBLE OUTCOMES

Award – an offer of grant through an ITF agreement, subject to the project starting within three months of the award and completed within 18 months of the start date. You will also be required to place a plaque at the facility to show the ITF funded the building/renovation of your facility. Payments will be phased across the duration of the project as outlined in the award letter.

The ITF has standards in relation to anti-bribery, anti-slavery, and the prevention of human trafficking. The award letter will provide further details on the ITF’s compliance and due diligence in this respect.

Approved in principle – the project is supported in principle and subject to the applicant submitting additional information requested by the Panel, the application will be reconsidered.

Rejection – the project is not supported for specific reasons related to the criteria of the programme.

HOW WILL YOUR APPLICATION BE ASSESSED?

IMPACT

Why is your project needed?

- A strong application will state why the project is needed and provide evidence to support this.
- Evidence of local demand for your project to happen.
- Evidence of support from your Sports Council, Local Authority or Government.

Remember the why it is needed must directly correspond with the ITF's strategy – to increase the number and standard of players worldwide.

What difference will your project make?

- Projects should contribute to the growth in tennis participation, provide training opportunities, and be used to host national, regional, and international tournaments.
- The ITF wants to fund facility projects that provide clear benefit to growing the game.

DELIVERY

How will you make your project happen?

- You must provide a detailed project plan so that we have a clear picture of what will happen and assurance that everything has been planned thoroughly.
- The level of detail you need to provide will vary depending on the complexity of the project.
- Project plans should include a procurement strategy and delivery mechanism and risk management plan to ensure successful delivery.

SUSTAINABILITY

What happens after you complete your facility project?

- You must show how the facility will be managed including a viable business plan demonstrating operational efficiencies and a sustainability provision.
- How do you intend to generate sufficient income to keep the facility running and well-maintained for years to come?



CONTACT US

If you have any questions, please contact your ITF Development Officer:

- Cesar Kist (South America)
- John Goede (Caribbean)
- Cecilia Ancalmo (Central America)
- Vitor Cabral (Europe)
- Amine Ben Makhlouf (West & North Africa)
- Thierry Ntwali (East & Central Africa)
- Tapiwa Masunga (Southern Africa)
- Amir Borghei (West & Central Asia)
- Jonathan Stubbs (South, South-East & East Asia)