



# **ITF JUNIOR TENNIS INITIATIVE GUIDANCE DOCUMENT 2025 ENGLISH VERSION v1.0**

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Updated: v1.0 23 June 2025

# 1. THE ITF DEVELOPMENT STRATEGY

The 2025-2028 ITF Development strategy was agreed by the ITF Board of Directors in June 2025. As with the previous 2021-2024 ITF Development strategy, the vision is ‘to create a world where ITF development programmes contribute to the consistent global growth and quality of tennis’, with a mission to ‘increase the number and standard of players worldwide’. All activities delivered support the attainment of two objectives within the strategy:

1. **MORE PLAYERS: Increase participation** in tennis worldwide for all ages, genders, playing standard and physical abilities; and
2. **BETTER PLAYERS: Develop better players from more nations**, particularly those from nations that are both under-resourced and under-represented.

Working together with all National Associations to support their respective national development pathway, focusing on these two objectives will significantly contribute to the growth of the total player population to 120 million by 2030 under [ITF2024+4](#).

## 2. THE ITF JUNIOR TENNIS INITIATIVE

The Junior Tennis Initiative (the “JTI”) is the national 14-and-under junior development programme for a National Association, supported by the ITF. The JTI is a key part of the National Association’s player development pathway. The JTI supports both the drive to have more players, and also better players, as part of the ITF Development Strategy.

A national JTI creates opportunities for increased participation in tennis for junior players who are 14-and-under and offers a path for identifying the most talented players for focused player development within a nation. It ensures that there are opportunities for more tennis coaches, school teachers, and administrative organisers (the “deliverers”) to deliver opportunities for more young people to start playing and to stay developing their tennis.

### THE KEY ELEMENTS OF THE JTI

The JTI is one of the most important projects coordinated by the ITF Development Officer (the “DO”) network. As an ITF supported programme, it is the role of the DO to ensure each ‘Fully Active’ JTI nation is engaged and delivering on a national junior programme. They ensure that each nation meets the objectives of the JTI, as well as attaining the respective Key Performance Indicators throughout each calendar year. The DO tracks the assistance provided by the ITF and engaged with the National Association the confirmed National JTI Coordinator (the “Coordinator”).

The JTI incorporates the following key elements:

- People
  - Players
  - Deliverers
- Places to play
- Tennis equipment
- Activation
- Marketing & Promoting opportunities to play
- Data & Insight

### PEOPLE - PLAYERS

#### 10-AND-UNDER TENNIS (ITF TENNIS10s) [JTI KPI 1 & 2 – see [JTI objectives & KPIs](#)]

ITF Tennis10s is tennis for players aged 10-and-under within venues, typically organised in Primary School and / or tennis club environments. Tennis10s is played on smaller courts / areas using the slower red, orange, and green stage balls. It is a fun way to start and retain more 10-and-under players in tennis. Tennis10s makes it easy for children to play the game, develop good technique and tactics and a love for the sport.

#### 14-AND-UNDER PLAYERS [JTI KPI 1 & 2]

Tennis is a sport for life and research states that those who are introduced to sport at a young age are likely to become a fan of that sport for the rest of their lives (Two Circles, 2023). Retention is key for all young players being introduced to tennis, providing them with opportunities to continue playing from their first introduction and onwards. Widening the delivery of tennis opportunities in Secondary / High-Schools, and within tennis venues is important for the growth and health of the sport.

#### NATIONAL JUNIOR PATHWAY PLAYERS [JTI KPI 5, 6 & 7]

A national junior player pathway focuses on the 14-and-under players competing and training in a focused-performance environment. This component of the JTI provides a pathway for the most-talented 12- and 14-and-under players in a nation to be identified and to received focused-support by their respective National Association. This may include a greater focus on their performance training and competitive needs.

These players would be competing in the national competition framework of a National Association, as well as aspiring to represent their nation at team level, both at the ITF Regional 12-and-under team competition that is coordinated around the world, and in the ITF World Junior Tennis team championship for 14-and-under players.

It is expected that a National Association with an 'Fully Active' JTI' should be entering at least one boy's and at least one girls' team in either the annual Regional 12-and-under team competition, and / or in the ITF World Junior Tennis team championship, as detailed with the JTI [KPIs](#).

## PEOPLE - DELIVERERS

Tennis deliverers (tennis coaches, school teachers, competition organisers, [youth tennis leaders](#), volunteers and administrative personnel) are very important as they organise and provide the opportunities for junior players to be introduced, and retained in tennis. It is the responsibility of the Coordinator in each nation to establish a pool of deliverers that can support all components involved with delivery of tennis opportunities within their respective JTI; as well as establish a structure to support the education of future tennis deliverers.

All deliverers can register for the [ITF Academy](#) free of charge and should be encouraged to undertake the [continuous professional development](#) (CPD) opportunities.

### TENNIS COACHES [JTI KPI 4]

Tennis coaches should be certified by the respective National Association and be supported as part of their national recognised coach education system. A certified tennis coach is an individual who has successfully completed a tennis education certification course (Level) as administered by the National Association or by the ITF. Tennis coaches are commonly the most influential deliverer in providing tennis expertise and opening up opportunities for new and returning players to tennis.

### SCHOOL TEACHERS [JTI KPI 4]

Tennis is a great way to help young people develop a range of multi skills, especially in schools. Many countries with strong grassroots programmes focus their efforts within schools, and tennis clubs are encouraged to build links with schools to give students more chances to play as part of the pathway.

The ITF Academy offers training for school teachers who want to deliver tennis. Both PE teachers and general classroom teachers can run tennis sessions—there's no need to rely solely on tennis coaches. Teachers can organise simple activities and basic competitions using the space they have. To support this, the ITF is developing a new School Tennis Teacher certification, which will be available to all National Associations from 2025.

### YOUTH TENNIS LEADERS

The future of tennis depends on those who champion it - not just as players, but as leaders, mentors, and change-makers. To grow our sport, we must empower more individuals to deliver opportunities to play.

Recognising this need, the ITF has launched the [ITF Youth Tennis Leaders course](#) the ITF Academy—an exciting initiative designed for young people aged 13 to 25 and to support those who will shape the future of our sport. This online e-learning experience unlocks the door to developing leadership skills through tennis, offering invaluable insights into coaching, officiating, competition organisation, administration and management, and volunteering.

Many of these young people are already passionate about tennis, whether playing or as fans, and this course gives them the tools to transform that passion into purpose. National associations are encouraged to promote this initiative to those who aspire to drive change—whether as future professionals or dedicated volunteers shaping the next generation of players.

This course marks the first step in a lifelong journey, where leadership, confidence, and skills developed through tennis can pave the way for careers, community impact, and personal growth. By investing in young leaders, we ensure tennis remains vibrant, accessible, and inspiring for generations to come.

### PARENTS / GUARDIANS

Parents / guardians should understand that learning to play and to compete is a gradual process for their child(dren). 'Fully Active' JTI nations should ensure that parents / guardians encourage their child to become more independent. Parents / guardians should try to focus on how their child is developing tennis skills and their

enjoyment of the game, rather than on competitive results or the outcomes of matches, particularly at the stage when they are learning to play and starting to compete. *[Extract from the ITF Play Tennis manual 3<sup>rd</sup> ed, pp93]*

The ITF has created a Tennis Parent Education series which can be accessed via the [ITF Academy](#) online education platform.

## PLACES TO PLAY

Tennis is mostly played in clubs or places with purpose-built courts, but it can be played in spaces anywhere.

### TENNIS VENUES [JTI KPI 3]

The traditional and most conventional location for tennis activity in the majority of countries is the 'tennis club'. A club is a recognised organisation or group that provides recreational playing opportunities for a community or registered members. A club often has a set of common rules, a constitution, form of governance, or if a Limited company, has memorandum or articles.

An 'affiliated tennis club' is a recognised tennis club, tennis facility, and/or tennis venue that has a formal registration, (license, membership, subscription or affiliation) to your National Association or to the Government. A 'non-affiliated tennis club' is a recognised tennis club, tennis facility, and/or tennis venue which is not affiliated to your National Association or to the Government.

### SCHOOLS [JTI KPI 3]

In schools, tennis is often played in playgrounds, school halls, or nearby open spaces. Schools and tennis clubs are encouraged to work together to help young people play regularly, forming close school-club links or pathway. This can happen at the school, at the tennis club, or in a shared space. The delivery of tennis in schools should not be based solely on access to a tennis court or club - tennis can be played in safe multi-purpose spaces.

### COMMUNITY SPACES [JTI KPI 3]

Around the world, tennis is often played in public spaces like parks or open areas. It can even be adapted for multi-purpose surfaces, such as on football, rugby, or hockey fields, as well as on basketball and netball courts. Other racket sport courts can also be used too, such as Tennis10s on badminton, squash and padel courts. Temporary tennis courts can be set up with pop-up nets, by tying a rope or string between two fixed points, or by hitting a ball over a makeshift barrier.

## TENNIS EQUIPMENT

The ITF provides 'Fully Active' JTI nations with the opportunity to obtain tennis equipment as part of the ITF assistance for their JTI. The equipment obtained is used to provide greater opportunities to introduce new players to the game of tennis, and to support the development of young talented players. 'Fully Active' JTI nations are encouraged to re-use any equipment donated by the ITF.

## TENNIS FESTIVALS & ACTIVATION

The purpose of Tennis Festivals is to create a welcoming, affordable, and inclusive 'first-time to tennis' experience for new participants. Tennis Festivals are organised in an environment, typically at local tennis or community venues, under the guidance of their respective National Association.

This first-time tennis experience should be open to anyone and deliverers i.e. coaches, must ensure that the barriers to playing are minimised e.g. provide free access to playing, having available equipment to use and have deliverers or other players available to play with. Tennis deliverers and tennis venues organising a Tennis Festival must provide an accessible follow-up pathway for all participants to be retained through local existing or new playing opportunities, such as through the JTI.

The ITF encourage all 'Fully Active' JTI nations to organise national festivals, and certainly encourage deliverers to organise localised tennis festivals. These events can be the first introduction to tennis for young players.



## MARKETING & PROMOTING OPPORTUNITIES TO PLAY

In today's fast-moving digital world, content sharing through social media and various communication platforms shapes how we engage with sports and recreation. The explosion of consumed content on smart devices is undeniable, making it essential that national associations actively promote opportunities to play tennis at every level.

Deliverers and venues play a crucial role in making tennis accessible locally, while national bodies must champion the sport on a larger scale. As other sports and activities compete for people's time and attention, we must prioritize investment in high-quality, inspiring content that showcases the excitement and inclusivity of tennis.

By creating engaging stories, visually captivating campaigns, and interactive experiences, we can motivate more people to pick up a racket and discover the lifelong benefits of playing tennis. The future of our sport depends on how effectively we capture the imagination of new audiences and convert interest into participation.

Let's make tennis a sport that thrives in the digital age—through smart promotion, compelling content, and accessible opportunities to play.

## DATA & INSIGHT

All data collated through the JTI reporting process, is analysed and used to monitor the progress per nation against the [JTI Objectives & Key Performance Indicators](#). Without the insight provided through, the ITF are unable to monitor the activity organised and delivered in each 'Fully Active' JTI nation. Progress for each KPI is displayed on the insight dashboard on the reporting platform, using comparisons to each report period and to previous years.

The data collated through the [JTI reporting process](#) is also an important tool for National Associations to keep track of the data for that current year and use the report form as a form of database for the all the components within their JTI. ITF DOs will work with the Coordinators to assess the strengths, weakness, opportunities and threats for their respective 'Fully Active' JTI nations. In collaboration, they identify specific components of the JTI that require to be improved for the benefit of the National Association's national junior development programme, both in the immediate short-term and long-term.



### 3. GUIDELINES FOR A NATIONAL ASSOCIATION JOINING THE JTI

#### ELIGIBILITY FOR A NATIONAL ASSOCIATION TO JOIN THE JTI

A National Association looking to receive support from ITF and become a 'Fully Active' JTI nation, may apply if they meet either of the following scenarios:

- is either a Tier 1, 2 or 3 National Association, as part of the [ITF National Association Development Eligibility](#); and:
  - has not previously been part of the JTI in the past; or
  - has had their JTI status determined as 'Partially Active' by the ITF; or
  - has recently had their suspension of ITF membership lifted and now eligible for ITF Development support.

#### PROCESS OF APPLICATION TO JOIN THE JTI

The process for any National Association looking to receive support from ITF for a JTI, includes:



#### SUBMISSION OF THE DECLARATION FORM TO JOIN THE JTI

A [JTI Declaration Form](#) should be completed and submitted to the ITF London Office to [jti@itftennis.com](mailto:jti@itftennis.com), copying in the respective DO (see Appendix 5). On receipt of the signed JTI Declaration Form, the National Association will then be contacted by the DO to discuss the next steps of the process. These next steps include:

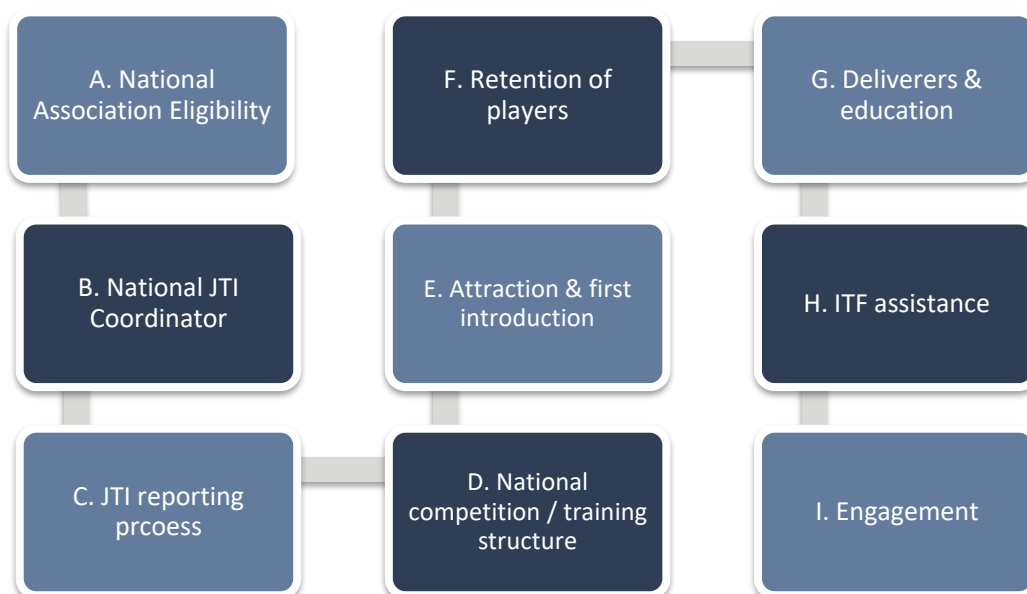
- Completion and submission of the National JTI Coordinator form;
- Regular communication with the DO, which may include the arrangement of an official nation visit;
- Access to the JTI reporting platform and familiarisation; and to validate by the report before the next report period deadline (see ['JTI Reporting Process'](#)).

#### INITIAL ASSISTANCE AVAILABLE FOR A NEW 'FULLY ACTIVE' JTI NATION

The ITF may look to provide initial support following the completion of the steps above. A variety of [ITF assistance](#) can be provided to the National Association to support the initial development of an 'Fully Active' JTI in their nation. All assistance allocation is subject to the available budget, and through the assessment of the nation's activity by the DO and by the ITF London Office.

## NATIONAL ASSOCIATION REQUIREMENTS FOR A 'FULLY ACTIVE' JTI

A National Association with a 'Fully Active' JTI should ensure that the following requirements are in place:



A. that they are [eligible](#) as an ITF member National Association;

B. have appointed a Coordinator to oversee the national programme with a written agreement in place and formally confirm the role to the ITF (speak with the ITF DO for more information). The Coordinator must have completed the [five](#) pre-requisite courses on the ITF Academy as an essential requirement for the National Association to receive [any](#) JTI assistance;

C. have access to the online JTI reporting platform to validate the [three](#) JTI report forms throughout the calendar year before the [submission deadlines](#);

D. have (or working towards establishing) a national competition structure for 12 & 14-and-under players and a supportive training / development programme structure for the most talented 12 & 14-and-under;

E. have (or working towards establishing) a structure in place to introduce new young players to tennis, either through Primary Schools and / or tennis club environments;

F. have (or working towards establishing) a structure in place to retain all players (14-and-under) first introduced to tennis through the JTI;

G. have (or working towards establishing) a pool of deliverers that can support with delivery of all components of tennis opportunities within the JTI; and a structure in place to support deliverers through continuous professional development, and to educate future deliverers i.e. via the ITF Academy;

H. distributes received ITF assistance effectively to support the development of all components of the JTI; and

I. the National Association has regular and effective communication with the ITF DO regarding the JTI, and the Coordinator attends organised ITF meetings and events that they are invited to.

These requirements ensure that the National Association can administer their respective JTI effectively and utilise ITF assistance efficiently to adhere to the objectives and KPIs for the JTI. They support the ITF Development objectives to increase the number of players in their nation and develop more talented players.

**Note: By completing and validating the JTI report forms at any point, a National Association with a current 'Fully Active' JTI agrees to meet the requirements of the JTI.**

## 4. THE ROLE OF THE NATIONAL JTI COORDINATOR

The JTI is the responsibility of the National Association, following guidance provided by the ITF in this JTI Guidance document. It is the responsibility of the National Association to appoint or employ a Coordinator to support the development of the JTI in the nation.

The role of the Coordinator may be a full-time or part-time role, in close agreement with the National Association. In return of the JTI assistance provided by the ITF, all elements of the job description below should be carried out by the Coordinator, and where appropriate, with the support from any Assistant JTI Coordinator(s) that are involved.

**Note: It is not the responsibility of the ITF to appoint OR employ a Coordinator. It is the responsibility of the National Association to inform the ITF of any changes to their confirmed Coordinator.**

### COORDINATOR CONTRACT / FORMAL AGREEMENT WITH THE NATIONAL ASSOCIATION

The National Association and the Coordinator should have a contract or formal agreement in place specifying what is expected by the role to support the development of the JTI. Such components within the contract or formal agreement may include:

- objectives and Key Performance Indicators (KPIs) specific for the role;
- core responsibilities specific for the role;
- what working hours would be expected of the Coordinator in the role by the National Association i.e. full- or part-time (the number of hours of work per week, per month, and per year);
- agreement of salary or hour rates; and payment process;
- location(s) of the role and delivery; and
- channels of communication with personnel within the National Association who are responsible.

### ITF DEVELOPMENT OFFICER GUIDANCE

Prior to the contract or formal agreement being agreed between the National Association and the Coordinator, it should be reviewed by the ITF DO. The ITF DO would provide appropriate guidance regarding the recruitment of the Coordinator.

**Note: The Coordinator may have additional responsibilities while undertaking the role, such as conducting additional independent roles i.e. private tennis coaching or another paid role. The ITF recommends that the National Association is aware of this, and this is included within the contract or formal agreement. The ITF recommends that all correspondence related to the appointment / agreement between the parties are recorded and stored by each party involved.**

### CONFIRMATION OF NATIONAL JTI COORDINATOR TO THE ITF

It is a requirement for every 'Fully Active' JTI nation to officially confirm their Coordinator in position, and any Assistant Coordinators. The '[National JTI Coordinator Confirmation Form](#)' should be completed by the National Association President, CEO, General Secretary, General Manager or Director / Head of Development (or equivalent), in order to confirm and provide contact details for the Coordinator. The ITF DO can also share the link to complete the official nomination of the Coordinator.

**Note: It is a requirement that all the Coordinators are all registered users of the ITF Academy and the email addresses shared must be those used by them to access the Academy platform.**

Once the online confirmation is received, the National Coordinator will be contacted directly by the DO with further instructions with how to access the JTI reporting process. Assistant Coordinator(s) can be confirmed if applicable, however the Coordinator will be contacted in the first instance as the main point of contact for the nation's JTI.

## GENERAL ROLE RESPONSIBILITIES OF THE NATIONAL JTI COORDINATOR

### ADMINISTRATION & COMMUNICATION

- oversee, administer, and manage the JTI on behalf of the National Association.
- work with the National Association to ensure that the requirements of an 'Fully Active' JTI are in place;
- to liaise and engage with the DO regarding all activities related to the JTI;
- to attend the periodic Coordinator conference calls held throughout the year hosted by the ITF DO for each region and ITF events were invited. The Coordinator conference calls are up to 1.5 hours in duration and count towards CPD credits.
- distribute and monitor the use of the tennis equipment assistance provided by the ITF across all components of the JTI (this includes that sourced by the National Associations from equipment grants provided by the ITF and donated tennis equipment received by the ITF, if applicable);
- continually promote the sport and the opportunities for young people to learn and enjoy playing tennis;
- regularly review the data for the national programme across all JTI KPIs using the dashboard within the online JTI reporting platform and make necessary adjustments to their programme;
- regularly create content for the National Association website, social media and communication channels for the JTI;
- to supply updates to the ITF on the JTI through videos, photos, news articles, etc.; and
- to support the National Association to source external sponsorship, government grants / funding and /or in-kind support for supporting the activities delivered for the JTI (note, this is the overall responsibility of the National Association to source).

### REPORTING, DATA COLLATION & RESPONSIBILITY

- to manage the JTI reports for each reporting period (three-times per year) via the online reporting platform;
- to ensure all information on the platform is up to date and accurate;
- to review and approve all received data forms from each active venue and deliverer; and to validate each report prior to the stated [submission deadlines](#).

**Important:** As part of the JTI reporting process, any personal data for the Coordinator requested by the ITF will be used by the ITF and by the respective National Association only for the purposes of the ITF JTI and will be processed in line with the 'ITF Privacy Notice – ITF Business Contacts'. The Coordinator will be required to provide data related to the national programme and this will be processed in line with the 'ITF Privacy Notice – Development Players'. This includes National Association contact details, equipment shipment details, tennis locations, tennis deliverers (tennis coaches and school teachers) and top junior players 12/14U. All privacy notices are available to view [here](#).

### TENNIS COACHING

- may deliver tennis coaching for 10-and-under players within venues, using ITF Tennis10s;
- may deliver tennis coaching for 14-and-under players within venues; and
- may deliver tennis coaching for the most talented 12- and 14-and-under players, within the National Association's focused-performance pathway programme at venues

### 10-AND-UNDER TENNIS

Working with the National Association:

- ensure the [ITF Rules of Tennis Appendix VII](#) for 10-and-under competition are adhered to;
- increase participation with communities / organisations that work with young people to introduce tennis opportunities i.e. competitions, festivals, training days, etc.;
- support the organisation of Tennis Festivals nationally;
- facilitate / support fun and enjoyable competitive and development opportunities within venues, liaising with the deliverers (tennis coaches, school educators and administrative organisers) who are responsible;
- attract new Primary schools, tennis facilities and local communities to be involved in the JTI;
- oversee tennis development in all venues in the JTI, through regular visits and engagement;
- organise and administer competitions / tournaments for all players involved in the JTI; and
- ensure that there are no national rankings at any of the 3 stages at 10-and-under, as recommended within the 10/12-and-under recommendations for competition.

## JUNIOR PATHWAY TENNIS

Working with the National Association's national Technical Director and / or national tennis coaches:

- have a clear understanding about the ITF World Tennis Number and use with the national player ranking system;
- implement a process of talent identification to ensure that the most talented 12- and 14-and-under players receive the appropriate competitive and training opportunities;
- ensure that the National Association enters at least one boy's and at least one girl's national team in:
  - the ITF Regional 12-and-under team competition which is the first step for international competition for developing competitive players, and is coordinated in five continents;
  - the [ITF World Junior Tennis team championships](#) (14-and-under).
- ensure that the ITF Regional 12-and-under and ITF World Junior Tennis team captains are certified by the National Association, in accordance with the [ITF Junior Team Competitions Regulations](#);
- support the coordination of the national competition structure for 12 and 14-and-under players;
- being aware of the most significant results for the most talented 12- and 14-and-under players communicate these to the ITF DO for their information;
- at the end of calendar year, submit the list of the top 8 to 20 nationally ranked 12- and 14-and-under boys and girls via the online JTI reporting platform; and
- ensure that the 10/12-and-under recommendations for competition are adhered to within the national competition structure.

## EDUCATION

- ensure all deliverers working within the JTI work in line with the [ITF Safeguarding Children Policy](#) and that all tennis coaches are certified by the National Association;
- where possible, facilitate, deliver (i.e. tutor if certified by the National Association), and support the CPD training for new and existing tennis deliverers (tennis coaches, school teachers, competition organisers, volunteers and administrative personnel) who provide the appropriate competitive and development opportunities to players involved in the JTI;
- provide guidance to tennis deliverers so that appropriate development structures are in place within schools, tennis facilities and local communities, so players have the maximum opportunities to experience play and competition, as well as to develop their tennis skills;
- inspire more young people to undertake the [ITF Youth Tennis Leaders course](#) via the ITF Academy and mentor to become more young ambassadors for the next generation; and
- encourage professional mentoring for new and existing deliverers.

National Associations and the Coordinator should encourage all their deliverers (school teachers and tennis coaches) involved within their JTI to complete these four free courses, in particular the '[Introduction to Safeguarding Children](#)' course.

## PROFESSIONAL / PERSONAL SKILLS REQUIRED FOR THE NATIONAL JTI COORDINATOR

The Coordinator should have the following professional / personal skills:

### CERTIFICATION & EDUCATION

- be certified by the National Association as either an ITF Play Tennis, Coaching Beginner, and Intermediate player (Level 1), Coaching Advanced players (Level 2) or Coaching High Performance players (Level 3) coach, or equivalent.
- the ITF requires that all Coordinators complete five courses on the ITF Academy as an essential requirement prior to any assistance being provided to the National Association for the JTI:
- have a good educational background.

**Note: The Coordinator should be certified at the level of a Coaching Advanced players (Level 2) coach or above, if working with the most talented 12- & 14-and-under national junior players.**

### ADMINISTRATION & COMMUNICATION

- have the ability to plan and organise projects, competitive opportunities, tennis festivals and events;
- have good administrative and computer literacy skills, in particular with use of Microsoft Excel and Word;
- have strong communication skills; and

- have effective time management skills and ability to delegate tasks.

## TENNIS & SPORT KNOWLEDGE

- have a good tennis playing level, a knowledge of the sport, and enthusiasm for tennis;
- have knowledge of using multi-match formats for tennis competition with a variety of scoring systems;
- have an understanding of the national sport structure and education system, as well as an ability to work with local and national authorities / organisations; and
- have a good understanding of the ITF Safeguarding Children Policy and the National Association Safeguarding Children Policy (if one exists), in particular the importance of providing safe and inclusive tennis environments for all players aged under 18 years.

## PERSONAL SKILLS

- have strong personal drive and ability to motivate themselves and others; and
- be able to apply flexibility, persistence, and assertiveness throughout.

## THE IMPORTANCE OF SAFEGUARDING CHILDREN AND ADULTS IN TENNIS

The ITF has policies for [Safeguarding Children and Adults in tennis](#). Children must participate and develop in environments that are safe and inclusive. It makes their experience enjoyable, and they will keep returning to activities they enjoy. Safeguarding is everyone's responsibility; we all have a duty of care to protect children who are attending the JTI.

The ITF requires that all Coordinators must complete an important foundation understanding of safeguarding in tennis via the ['Introduction to Safeguarding Children'](#) course. The ITF recommend that all National Associations encourage all deliverers involved in their national junior development programme to complete the course if they are working with children to understand why safeguarding is important and what to do if they are concerned about a child.

The ITF is committed to protecting all Junior Players playing in our tennis tournaments, events, projects, and programmes. From 2024, the ITF published the ['Safeguarding ITF Junior Players'](#) course. This course is for players aged 13-17 years and can be completed by players at any level e.g. participation and development, GSDP and WTTJ. Coordinators are welcome to do the course and any feedback you have is very welcome as we seek to build further safeguarding education for other cohorts across international tennis.

Where a National Association does not have their own Safeguarding Children Policy and Procedures, the JTI delivery will be expected to abide by the ITF Children Safeguarding Policy. This can be downloaded [here](#), and further information can be requested by emailing [safeguarding@itftennis.com](mailto:safeguarding@itftennis.com).

The ITF DO may also ask to see evidence of qualifications and that safeguarding children forms part of the overall planning and delivery of the programme within a particular country.

## CONTINUOUS PROFESSIONAL DEVELOPMENT (CPD) FOR COORDINATORS

To ensure that the quality of delivery across the JTI continues to be supported, the ITF will again provide all confirmed Coordinators with the opportunity to develop their skills and understanding via access to the ITF Academy courses and the library of resources. All Coordinators should attend the regional JTI Conference calls organised by the DO in the respective region. Opportunities to attend organised ITF conferences and events are also provided to Coordinators to support their CPD.

All Coordinators must have completed the following **five** courses on the ITF Academy as an essential requirement for the National Association to receive any JTI assistance:

1. ['Understanding the ITF Junior Tennis Initiative \(JTI\)'](#)
2. ['Introduction to Safeguarding Children'](#)
3. ['Tennis Festivals'](#)
4. ['ITF Coaching Beginner and Intermediate Players Course - Introduction to competition'](#)
5. ['The ITF World Tennis Number: An Introduction'](#) [from 2025].

## 5. ITF ASSISTANCE FOR ‘FULLY ACTIVE’ JTI NATIONS

### HOW NATIONAL ASSOCIATIONS RECEIVE ITF ASSISTANCE FOR THE JTI

National Associations are only eligible for ITF assistance if they meet the ‘[Fully Active’ National Association JTI requirements](#)’. To ensure fairness and transparency, all assistance for the JTI is allocated on a nation-by-nation basis based on the:

- engagement with the nominated National Coordinator and the National Association;
- reported activity aligned with JTI objectives & KPIs; and
- observed / awareness of activity during ITF national visits conducted by the ITF i.e. by the DO.

### HOW THE ITF WILL PROCESS ASSISTANCE

- The ITF will confirm each ‘Fully Active’ JTI nation’s assistance for the calendar year by letter (via email), via the DO.
- The National Association should then invoice the ITF for the total requested amount and currency i.e. USD, and by the deadline stated as directed on the letter (see invoice template in [Appendix 7](#)).
- The National Association should ensure that all invoices submitted have a unique invoice number specific to their financial records and include this on the specific invoice.
- When the ITF receives an invoice from the nation, the ITF Finance dept. shall process the payment accordingly in close liaison with the ITF Development dept.
- The invoice will not be processed by the ITF until:
  - the National Coordinator has completed all five pre-requisite courses via the ITF Academy; and
  - the most recent period report form has been validated on the online JTI reporting platform before the submission deadline.
- National Associations must ensure that the Coordinator(s) receive all funds due to them i.e. the subsidy assistance.

**Note: It is the responsibility of the National Association to ensure that the ITF Finance department have their latest bank account details. Any amendments to National Association bank account details must be sent to the ITF London Office, signed and on headed paper. National Associations should contact their respective DO if they have any concerns regarding the payment process.**

### DIFFERENT TYPES OF ITF ASSISTANCE AVAILABLE FOR THE JTI

To support the development of their national activities, the ITF can assist ‘Fully Active’ JTI nations with a variety of different types of assistance. These can include:

- I. **Online JTI Report Platform (Coordinator):** The platform has become one of the most important online platforms for the ITF in measuring and monitoring the grassroots tennis activity in the JTI globally.
- II. **ITF Expert Visits:** Regular visits from the DO and recognised ITF experts who work with the National Association administration, with the Coordinator, and national Technical Director and / or national tennis coaches, to ensure improvement in the JTI.
- III. **Coordinator Subsidy:** Financial assistance towards the Coordinator’s agreed salary and / or fees which is administered directly by the National Association to the Coordinator. This should be used to allow the Coordinator to administer the necessary duties to develop the JTI, see above ‘[National JTI Coordinator Role & Responsibilities](#)’.
- IV. **Grants to purchase Equipment:** Financial assistance to source and purchase equipment for the JTI locally. This may be through a local or regional distribute or tennis manufacturer. All “Fully Active” JTI nations must submit a breakdown of the equipment purchased via a new online form [here](#). A receipt of the purchase(s) and photo evidence of equipment must be uploaded on the online form. Details of what equipment is permitted is itemised [here](#).
- V. **Tennis Equipment Donation:** Equipment donation to support the development of the JTI within Primary Schools and tennis facilities (competition and development opportunities); for supporting the



organisation of ITF Tennis Festivals project; and for the 12- and 14-and-under players competing and training in a focused-performance pathway environment.

- VI. **Grants for Participation projects:** This grant must be utilised to support school tennis development and/or tennis festival organisation. The DO will consult with the Coordinator and all activity must be recorded in the respective period report form, via the online reporting platform.
- VII. **Grants for Marketing & Promotion of tennis opportunities:** It is important that the National Association markets tennis opportunities and promotes the activities to showcase externally. The Coordinator must share the examples via the new JTI 'Connect' section on the online JTI reporting platform.
- VIII. **ITF Academy:** The online education platform from the ITF offering a variety of short courses ranging from general sport to tennis specific topics. It is a library of resources and a hub for e-learning courses to support [CPD](#).
- IX. **National Coordinator Calls & ITF Conference Attendance Support:** All Coordinators are invited to attend regional JTI conference calls, organised by the respective DO. Financial contributions may be offered for Coordinators to attend ITF organised Conferences and events for educational purposes.
- X. **ITF Subscription Rebate Programme:** Class B 1-share National Associations that meet the eligibility criteria will be able to apply for a rebate of up to US \$3,500 against that subscription fee to offset the costs of selected ITF Development project and this includes the JTI. See [here](#) for more details.
- XI. **Other resources:** To support the JTI in the form of educational materials, via the ITF Academy.

**Note:** Since 2017, the ITF Development Strategy has recognised progress and the importance of National Associations fostering greater self-sufficiency in their programmes. When assessing the status of each nation's JTI and the provisional allocation of assistance, the ITF reserves the right to adjust this based on the national programme's needs and long-term sustainability. This includes reducing assistance to support investment in other nations globally to develop and strengthen their national programmes, but also to increase the assistance to catalyse impact.

#### ONLINE JTI REPORTING PLATFORM

The platform is unique amongst all International Sports Federations globally. The online JTI reporting platform is:

- a database of tennis venues and programme deliverers (coaches and teachers);
- an activity tracker to record all delivered activity in the community, in schools, and in club. This included organised Tennis Festivals, development training sessions and organised competitions.
- a year-on-year performance tracker to identify strengths and areas for improvement across the programme;
- a player database for the 14-and-under players on the national pathway, tracking their ITF World Tennis Numbers and end of year national rankings;
- a Continuous Professional Development ("CPD") tracker for the Coordinator via the ITF Academy; and
- a new 'CONNECT' section for all "Fully Active" JTI nations for sharing best practices and case studies.

**Coordinator Access:** The confirmed Coordinator will have full access to all the data and insight on the platform for the JTI. The Coordinator must ensure that all information on the platform is kept up to date and accurate, as detailed in the 'JTI Reporting Process & Collation of Data' [section](#).

**Read-Only access to National Association personnel:** From 2025, the reporting platform insight dashboard can be accessed by other personnel at a National Association i.e. President, General Secretary, Technical Director. This 'Read-Only' access can be requested [here](#).

## ITF EXPERT VISITS

Dependent on travel risks (and any associated national restrictions), the respective DO will schedule visits throughout the year to member ITF National Associations in their region. During the visits the DO will provide focused support for the development of the JTI, utilising the [ITF Global Tennis Report](#) and the data validated on the reporting platform to form as a basis for the visits specifically related to participation and education activities.

## NATIONAL COORDINATOR SUBSIDY

Subsidies support 'Fully Active' JTI nations to financially subsidise their Coordinator's agreed salary or fees, either partially or fully. The ITF will confirm a provisional subsidy total to be allocated to each nation in advance of the assistance being processed, as a proportion of the total assistance allocated. All Coordinator(s) must receive all funds due to them as part of the allocation of the ITF assistance.

## TENNIS EQUIPMENT

### GRANTS TO PURCHASE TENNIS EQUIPMENT

The ITF provides financial grants for 'Fully Active' JTI nations to purchase equipment locally to assist 'Fully Active' JTI nations in developing their national development programmes and competitions. The ITF will confirm a provisional total equipment grant to be allocated to each nation in advance of the assistance being processed, as a proportion of the total assistance allocated.

All "Fully Active" JTI nations must submit a breakdown of the equipment purchased via a new online form [here](#). A receipt of the purchase(s) and photo evidence of equipment must be uploaded on the online form. The list of items that should be purchased must be for the development components within the JTI and should include:

- Tennis rackets (all lengths) & bats
- Tennis balls (slower stage balls, training and top grade)
- Nets (free standing or hanging (no fixed stand))
- Markers & Cones
- String & Stringing machines
- Grips (standalone or over-grips)
- Training aids (ball carts; ladders, etc.)

**Note: Clothing, promotional materials (posters, leaflets, banners), and awards for players (gifts, trophies, medals, or certificates) will not be accepted. Equipment for physical conditioning must be checked with the DO in advance of purchase.**

### TENNIS EQUIPMENT DONATION

The ITF has historically supplied a free donation of equipment to 'Full Active' JTI nations. The ITF is aware that many nations are reliant on the ITF to provide this support as sourcing equipment locally and within the region can be challenging and not cost effective. The ITF are investigating the feasibility to support nations with ITF-branded equipment donations in the future.

## GRANTS FOR PARTICIPATION PROJECTS

This grant must be utilised to support or co-fund specific school tennis development (including school teacher education) and/or tennis festival organisation in the country. Nations are encouraged to seek other financial or in-kind support to match the assistance provided by the ITF. These may be from other sources or organisation to facilitate these activities i.e. from the national or local government(s), commercial partners / sponsors; national / regional investment funds, charities, etc.

The DO will consult with the Coordinator and all activity must be recorded in the respective period report form i.e. venue activity, via the online reporting platform. The ITF will confirm a provisional total grant for participation projects to be allocated to each nation in advance of the assistance being processed, as a proportion of the total assistance allocated.

## GRANTS FOR MARKETING & PROMOTION OF TENNIS OPPORTUNITIES

It is important that the National Association markets tennis opportunities and promotes the activities externally to the public and to existing stakeholders to increase the exposure of tennis, attract new people to the JTI and retain more players in the programme.

These grants can be used to invest in:

- targeted national communication and public relation plans about the JTI, activities, venues, deliverers, players, case studies, national junior player pathway, etc;
- creating and printing promotion materials i.e. posters, leaflets, banners, etc
- social media content creation i.e. generating video and image content to showcase local tennis activities and success stories
- resource support for content creation;
- targeting marketing campaigns; and
- branding and visibility at venues, festivals and events i.e. through branded materials and signage.

Some further examples and guidance for the use of website and social media can be found [here](#), as well as the process for collating and using [photos / videos](#). The Coordinator must share the examples / links / content via the new JTI 'Connect' section on the online JTI reporting platform. The ITF will confirm a provisional total grant for marketing and promotion to be allocated to each nation in advance of the assistance being processed, as a proportion of the total assistance allocated.

## NATIONAL COORDINATOR CONFERENCE CALLS & ITF CONFERENCE ATTENDANCE SUPPORT

### NATIONAL COORDINATOR CONFERENCE CALLS

All Coordinators are invited to attend regional JTI conference calls, organised by the respective DO. Attendance at these calls is recorded. Coordinators should attend can be recorded as a user's CPD credits via the ITF Academy.

### ITF CONFERENCE / EVENT ATTENDANCE SUPPORT

The ITF offers financial contribution for Coordinators to attend ITF organised Conferences for educational purposes. These include support to attend the ITF World Coaches Conference; ITF World Participation Conference; and ITF Regional Coaches Conferences. Occasionally, the ITF may organise a JTI Coordinator Workshop face-to-face to coincide with a Conference. All organised ITF Conferences can be recorded as a user's CPD credits via the ITF Academy.

## ITF ACADEMY

The [ITF Academy](#) is the online platform from the ITF offering a variety of short courses and library of resources, ranging from general sport to tennis specific topics. Registration to the platform is free, with selected content available through paid subscription. The short courses provide continuous professional development for deliverers involved in a JTI. These courses are presented through text, images, video, audio, as well as animations to ensure the content is interesting and engaging. All Coordinators must be registered for the ITF Academy and encourage all deliverers involved in the JTI to register for the platform to access the resource.

## ITF SUBSCRIPTION REBATE PROGRAMME

The ITF offers rebates for ITF Subscription Fees paid by Class B 1-share National Associations. Following payment of the 2025 ITF subscription fee, all National Associations that meet the eligibility criteria will be able to apply for a rebate of up to US\$3,500 against that subscription fee. The rebate may be used to offset the costs, either partially or in full (subject to the maximum value of US\$3,500) of several ITF Development projects, including the JTI. Eligible National Associations can apply to use the rebate for their JTI in the form of:

- a participation grant^ to be invested in the key components that form part of the national 14-and-under junior development programme; or
- a contribution to purchase tennis equipment\* locally for the purposes of the JTI only (a maximum of 50% can be used as a contribution).

<sup>^</sup> expenses for deliverers organising activity and facility hire. Costs for transport, accommodation, clothing, promotional materials, and awards for players (gifts, trophies, medals, or certificates) will not be accepted.  
\* this should be in addition to the equipment allocation provided by the ITF and should be approved by the DO in advance of the purchase.

All rebate applications for specific JTI activities must be received **no later than Tuesday 30 September 2025** due to end of year processes. The application must be supported with a financial breakdown and a detailed summary of how the assistance is planned to support the national programme during the calendar year. The summary must be related to at least one of the [JTI objectives](#) and a financial breakdown template is included in [Appendix 8](#).

#### ITF SUBSCRIPTION REBATE GRANT REQUIREMENTS

Please see below the requirements for a National Association wishing to apply to use the grant for this purpose. When applying to use their rebate for this purpose, National Associations must provide the ITF with an itemised proof of purchase in the form of purchase receipts.

Requirements of the application:

- a clear description of what the activities will be;
- a clear breakdown of how the grant will be used:
  - the grant may be put towards delivery fees, facility hire costs, and equipment, detailed above;
  - the grant may not be used to cover the cost for transport, accommodation, clothing, promotional materials, and awards for players (gifts, trophies, medals, or certificates)
- proof of receipts for all items must be provided.

**Note:** that the existing '[Fully Active' National Association JTI requirements](#)' must be adhered to when applying for the rebate to be used for the JTI. Full details of the ITF Subscription Rebate programme can be accessed [here](#).

#### OTHER RESOURCES

The ITF has a variety of educational resources via the [ITF Academy eBooks section](#) for National Associations to support their JTI. The ITF encourages National Associations to support their tennis deliverers (tennis coaches, school teachers and administrative organisers) who are involved within the JTI to access the ITF Academy. Some National Associations use the financial assistance from either the ITF (as directed by the ITF DO); from non-ITF funders i.e. the government or national sports commission; or from sponsors to pay for the organisation of such educational support for their tennis deliverers.

If a National Association has the demand from the deliverers who are involved within the JTI, and are interested in organising a specific education course, they should liaise with their respective ITF DO.

## 6. JTI OBJECTIVES & KEY PERFORMANCE INDICATORS

The ITF Development strategy is underpinned by a set of strategic principles, for which all Development activities are administered globally. ‘Monitoring and measuring’ and ‘return on investment’ are two strategic principles that have been a focus for the JTI as part of the Development Strategy, whilst ensuring ‘customisation’ and rewarding assistance based on ‘merit’ (two other strategic principles).

### JTI OBJECTIVES

The JTI has four specific objectives that support National Associations to develop their national junior development programmes. These objectives are in place to increase the number and standard of players worldwide linked to the two Development Strategy objectives – more players and better players. The four objectives are:

#### MORE PLAYERS

1. **GROW:** to grow the number of young people aged 14-and-under being introduced to tennis in the national programme, and to ensure the ‘play’ opportunities available are open to all
2. **RETAIN:** to grow the number of competitions organised and the number of competition entries in the national programme
3. **ACTIVATE:** to increase the number of venues hosting tennis activity (organised festivals, development sessions and competitions) to grow the number of certified deliverers delivering tennis in the national programme

#### BETTER PLAYERS

4. **INSPIRE:** to grow the number of players transitioning from the JTI to an International Performance Player Pathway

### JTI KEY PERFORMANCE INDICATORS

In order to achieve these objectives, the JTI has seven Key Performance Indicators (KPIs). Each ‘Fully Active’ National Association JTI is measured on these seven KPIs annually, through the analysis of the data collated through the [JTI reporting process](#). The seven KPIs are:

1. **KPI 1:** Total number of unique players<sup>1</sup> (boys & girls 14-and-under) playing tennis;
2. **KPI 2:** Total number of entries (boys & girls 14-and-under) in competitions organised;
3. **KPI 3:** Total number of venues hosting tennis activity
4. **KPI 4:** Total number of unique deliverers<sup>2</sup> delivering tennis activity
5. **KPI 5:** Total number of National Association team entries in ITF Junior Team competitions
6. **\*KPI 6:** Total number tennis players introduced to tennis through the JTI with National representation in ITF Junior Team competitions
7. **KPI 7:** Total number of tennis players introduced to tennis through the JTI who attained an end of year ITF World Tennis Tour Juniors ranking at 15 years old

*\* Starting in 2026*

<sup>1</sup> *Unique* refers to counting each player only once within a given month, regardless of the number of sessions they participate in. For instance, if Joe Smith participates in multiple sessions in January, they will only be counted once for that month (January).

<sup>2</sup> *Unique* refers to counting each tennis deliverer only once within a given month, regardless of the number of festivals they support. For instance, if Joe Smith assists with the delivery of multiple tennis festivals in January, they will only be counted once for that month (January).

Figure A below presents the JTI objectives & KPIs matrix. It provides a breakdown of the seven KPIs under each of the four objectives, and where each supports the overall ITF Development Strategy.

JTI OBJECTIVE		DEVELOPMENT STRATEGIC PILLAR	KEY PERFORMANCE INDICATORS (KPIs)
DEVELOPMENT STRATEGY OBJECTIVE: MORE PLAYERS			
GROW	^to grow the number of young people aged 14-and-under being introduced to tennis in the national programme, and to ensure the ‘play’ opportunities available are open to all	PARTICIPATION	^KPI 1: Total number of unique players (boys & girls 14-and-under) playing tennis
RETAIN	to grow the number of competitions organised and the number of competition entries in the national programme	EVENTS	^KPI 2: Total number of entries (boys & girls 14-and-under) in competitions organised
ACTIVATE	^to increase the number of venues hosting tennis activity (organised festivals, development sessions and competitions) to grow the number of certified deliverers delivering tennis in the national programme	FACILITIES	KPI 3: Total number of venues hosting tennis activity
		EDUCATION	^KPI 4: Total number of unique deliverers delivering tennis activity
DEVELOPMENT STRATEGY OBJECTIVE: BETTER PLAYERS			
INSPIRE	to grow the number of players transitioning from the JTI to an International Performance Player Pathway	EVENTS	KPI 5: Total number of National Association team entries in ITF Junior Team competitions
		PERFORMANCE	*[From 2026] KPI 6: Total number tennis players introduced to tennis through the JTI with National representation in ITF Junior Team competitions
			^KPI 7: Total number of tennis players introduced to tennis through the JTI who attained an end of year ITF World Tennis Tour Juniors ranking at 15 years old

Figure A: JTI Objectives & Key Performance Indicators matrix.

KEY: ^ updated \* new

## CONSIDERATIONS FOR ATTAINING THE JTI OBJECTIVES

Under the four JTI objectives, the ITF encourage all 'Fully Active' JTI nations to undertake the following considerations during each year to ensure all objectives and KPIs are attained through their national programmes. These considerations include:

### MONITORING & MEASURING

- All 'Fully Active' JTI nations must use the new online reporting platform; and
- Work with the DO to understand the insight dashboard to monitor and measure the progress of each JTI KPI to improve the development of the national programme.
- This will allow them to have a clear understanding of the progress being made in their JTI, to identify areas for improvement, and to set targets.
- It is recommended that Coordinators regularly review their data and make necessary adjustments to their programme to ensure its success.

### RAISING DELIVERER STANDARDS

- Coordinators must complete the five pre-requisite courses through ITF Academy to support their and to ensure minimum standards of delivery are attained in the JTI worldwide.
- National Associations and the Coordinator should encourage all their deliverers (school teachers and tennis coaches) involved within their JTI to complete these four free courses, in particular the '[Introduction to Safeguarding Children](#)' course.

### INTRODUCING NEW PLAYERS & KEEPING THEM PLAYING

- Organising [Tennis Festivals](#) to introduce new players to tennis, in schools, clubs and public community areas.
- Every new player must be provided a follow-up opportunity to be retained in the sport.

### MORE TEAM-BASED COMPETITIVE MATCHES

- Encourage fun team-based competitive play within school and club environments, particularly at the Tennis10s Red, Orange, and Green stages of tennis development ([see Appendix 4: Tennis10s 'Mix+Match'](#)).

### CREATE THE NEXT GENERATION'S ROLE MODELS

- All 'Fully Active' JTI nations are expected to be entering at least one boy's and at least one girls' team in both the respective regional 12-and-under team competition, and / or in the ITF World Junior Tennis team championship.
- Inspire the next generation with the [junior player pathway](#) players who are representing their country in these ITF team competitions – create [Young JTI Ambassadors](#) and [Youth Tennis Leaders](#).



## 7. THE JTI REPORTING PROCESS & COLLATION OF DATA

### NATIONAL ASSOCIATION DATA SHARING AGREEMENT

For the ITF and National Associations to share information securely and in accordance with applicable data protection and privacy laws, it is now required that all 'Fully Active' JTI nations sign the ITF Data Sharing Agreement, especially due to the level of data now being shared through the JTI reporting process. From 2023, the ITF have been in communication with all National Associations who are yet to complete the Data Sharing Agreement process, to ensure this secure step is in place. The ITF DO will then follow up with further support and to ensure the process is understood.

The ITF's provision of assistance to all 'Fully Active' JTI nations and the access to the JTI reporting process is strictly conditional upon the ongoing compliance with these terms of use and all applicable provisions of the Data Sharing Agreement in place between the ITF and the National Association.

### THE ONLINE JTI REPORTING PLATFORM

The JTI reporting process has fully transitioned to an online platform, and this has replaced the previous Microsoft Excel report forms that were used prior to 2022. All 'Fully Active' JTI nations must now use the online platform for the purpose of reporting on their activities delivered. Access to the platform is via the ITF Tennis ID and all Coordinators must be active users of the [ITF Academy](#) beforehand.

Only Coordinators that have been officially confirmed by the National Association will be able to access all sections on the online reporting platform. As indicated above, a 'Read-Only' access can be offered to National Association personnel. Only the insight dashboard for the nation can be accessed with this.

The online platform is a more secure and efficient process that allows all deliverers within the JTI to share their activity data directly into the platform using an online form. It is the responsibility of the Coordinator to review and approve the data per reporting period, to formally validate and submit to the ITF.

### COMPLETING & SUBMITTING THE JTI REPORTS

The JTI reporting process will operate three times per year (every 4-month period), with the three reporting periods and their respective deadlines for 2025 as follows:

#### REPORT #1 – JANUARY-APRIL 2025

- **Submission deadline to the ITF - Wednesday 25th June 2025**

#### REPORT #2 – MAY-AUGUST 2025

- **Submission deadline to the ITF - Wednesday 24th September 2025**

#### REPORT #3 – SEPTEMBER-JANUARY 2026

- **Submission deadline to the ITF – Wednesday 28th January 2026**

**Note: All reports must be validated by the respective deadline and the dates of submission are recorded.**

### DATA FORMS & FIELDS TO COMPLETE FOR JTI DELIVERERS

For a report form to be successfully generated and then completed, the deliverer must:

- be listed on the platform (*under the 'Team' section*)
- be linked to an 'active' venue (*under the 'Venues' section*)

Once these conditions are met, the deliverer will receive an automated email when the report period opens i.e. P1, P2 or P3. The email will include a link to the online data form where the deliverer will be prompted to provide data on their activity at the venue in the past 4-months.

From 2025, the introduction of players (through Tennis Festivals) and the participation of both 12- and 14-and-under players will be tracked through the JTI reporting platform by the 'Fully Active' JTI nations.

The activity that should be reported include the following data fields:

- Total Competitions organised and total boys and girls entries
  - Tennis10s RED, ORANGE and Green stages
  - 12-and-under competition (*new for 2025*)
  - 14-and-under competition (*new for 2025*)
- Total Participation & Training Development sessions organised and total unique boys and girls playing
  - Tennis10s RED, ORANGE and GREEN
  - 12-and-under development activity (*new for 2025*)
  - 14-and-under development activity (*new for 2025*)
- Total Tennis Festivals organised and total unique boys and girls participating
  - Boys (10-and-under)
  - Girls (10-and-under)
  - Boys (12-and-under) (*new for 2025*)
  - Girls (12-and-under) (*new for 2025*)
  - Boys (14-and-under) (*new for 2025*)
  - Girls (14-and-under) (*new for 2025*)

When completing the data form, the deliverer can select from 22 languages, including: English, French, Spanish, Arabic, Russian, Dutch, Portuguese, Swahili, German, Persian, Croatian, Albanian, Greek, Lingala, Malay, Romanian, Somali, Tigrinya, Polish, Slovak, Turkish and Bahasa.

### JTI REPORT APPROVAL BY THE COORDINATOR

The Coordinator is required to review and approve all received data forms from each active venue and deliverer. These are located under the 'Reports' section on the platform. Once all data forms to be reviewed are approved, the Coordinator can then formally validate and submit the report for that respective period. The date of the validation is recorded and displayed on the platform.

### ITF PRIVACY NOTICE FOR THE ONLINE JTI REPORTING PROCESS

As part of the JTI reporting process, any personal data for the Coordinator which is requested to be provided will be used by the ITF and by the respective National Association only for the purposes of the ITF JTI and will be processed in line with the 'ITF Privacy Notice – ITF Business Contacts'. This applies to all 'Read-Only' users with access to the platform too. The Coordinator will be required to provide data related to the national programme and this will be processed in line with the 'ITF Privacy Notice – Development Players'. This includes National Association contact details, equipment shipment details, tennis locations, tennis deliverers (tennis coaches and school teachers) and top junior players 12/14U. All privacy notices are available to view [here](#).

Please ensure that the relevant National Association personnel have read and understood the details within the ITF Privacy Notices, in particular the '[ITF Privacy Notice - Development Players](#)' especially in 'Appendix 1: Junior Tennis Initiative' regarding (a) the categories of data that we process, (b) why we process this personal data and (c) how long we will retain this personal data.

**The National Association is a separate data controller of any personal data that they process and store about the players participating in the JTI. The ITF is not responsible for the compliance within the local data protection laws of the nation and shall not be liable for any data breach committed by the National Association in respect of personal data that it controls.**

### AWARENESS OF DATA

National Associations will be required to share the '[ITF Privacy Notice - Development Players](#)' with their respective national 12-and-under and 14-and-under players' parents and / or guardians. This is to ensure that players and their parents / guardians are aware of how and why the ITF processes their personal data. There is no need for the documentation to be signed or returned to the National Association or to the ITF. Please contact the ITF Data Protection Officer ([dataprotectionofficer@itftennis.com](mailto:dataprotectionofficer@itftennis.com)) if the National Association has any questions in relation to the ITF Privacy Notice.

## 8. ITF ASSISTANCE TO ‘PARTIALLY ACTIVE’ JTI NATIONS

It is important for the ITF to implement consistency across the world and to maintain effective assistance and support, in a fair and transparent process to all ‘Fully Active’ JTI nations. The ITF ensures that flexibility and consideration is applied throughout the support for National Association’s development requirements and for the cases of exceptional circumstances.

If a National Association’s JTI status is determined as ‘Partially Active’, all ITF assistance allocated to the National Association for their JTI during that respective calendar year will be stopped. The National Association would then be required to undertake the process of re-joining the JTI, as per [‘Guidelines for a National Association looking to join the JTI’](#) section. The ITF DO and the ITF London Office will notify the National Association when their status of JTI is changed to ‘Partially Active’.

### DETERMINING A NATIONAL ASSOCIATION’S JTI AS ‘PARTIALLY ACTIVE’

The ITF will determine that a National Association’s JTI is ‘Partially Active’ when:

#### ITF MEMBERSHIP STATUS

- the membership status of the National Association is ‘suspended’ by the ITF Board of Directors.

#### ENGAGEMENT WITH THE ITF

- they fail to meet the [‘Requirements for an ‘Fully Active’ JTI’](#);
- communication with the respective ITF DO is lost between the National Association i.e. the Coordinator and or National Association personal over three consecutive JTI reporting periods i.e. P1, P2 and P3 or for a period of over 12-months.
- they fail to inform the ITF DO and / or the ITF London Office that the Coordinator is no longer in place;
- the National Association appoints a Coordinator who is not deemed certified or suitable to oversee the JTI after an independent review by the ITF DO and the ITF Development department, or through official correspondence with the National Association.

#### JTI REPORTING PROCESS

- they fail to validate three JTI report forms in a calendar year i.e. P1, P2 and P3, prior to the submission deadlines or for a period of over 12-months;
- they fail to submit two JTI report forms in a row, for example:
  - following the receipt of any ITF assistance:
    - and does not submit P1 and P2 (during the respective current year);
    - and does not submit P2 and P3 (during the respective current year), having submitted P1 (current year);
  - does not submit P3 (during previous year) and P1 (during the respective current year), prior to the submission deadline;
- they fail to complete all sections within the JTI reporting process, as an accurate and true reflection of the status at the time of the JTI. This may include:
  - inaccurate and not a true reflection of the JTI compared to previously submitted report forms i.e. information is either deemed incorrect by the ITF London Office;
  - data is found to be inaccurate upon an ITF DO visit; or
  - data is a clear repetition of previous reports with no change;
- there is a breach of the terms of the ITF Privacy Notices - ‘ITF Privacy Notice – ITF Business Contacts’ and ‘ITF Privacy Notice – Development Players’. All privacy notices are available to view [here](#).

## ITF ASSISTANCE

- that ITF assistance is found to be or understood to not being used or distributed efficiently to support all components involved with the delivery of tennis in the JTI, for example;
  - the allocated **JTI SUBSIDY** is:
    - failed to be distributed to the relevant due parties by the National Association i.e. not used to subsidise the Coordinator(s) salary or fees due.
  - the allocated **TENNIS EQUIPMENT DONATION\*** are:
    - stored for longer than 1-year or more without distribution or use;
    - found to have been sold commercially;
    - found to have been used inappropriately or for components of tennis not directly supporting the delivery of the JTI;
    - found to have not been collated by the National Association from the designated shipping / freighting destination i.e. airport customs office / storage;

**Note: In this case the ITF may also take measures to recover the costs of the equipment, the storage, and the delivery.**

- the allocated **GRANTS TO PURCHASE TENNIS EQUIPMENT\*** are:
  - failed to be used to purchase tennis equipment;
  - used to purchase other items i.e. clothing, promotional materials (posters, leaflets, banners), and awards for players (gifts, trophies, medals, or certificates ; and
  - used for other purposes not related to the JTI or the national junior development programme.
- the allocated **GRANTS FOR PARTICIPATION PROJECTS\*** are:
  - failed to be used to support specific and focused activities for the purpose of growing the game and retaining more players in tennis i.e. school tennis development and/or tennis festival organisation;
  - used for covering costs of other components involved in the JTI without the DO or the ITF London Office approval; and
  - used for other purposes not related to the JTI or the national junior development programme.
- the allocated **GRANTS FOR MARKETING & PROMOTION OF TENNIS OPPORTUNITIES\*** are:
  - failed to be used to support the marketing and promotion of tennis activities and opportunities within the JTI, as detailed [here](#);
  - used for covering costs of other components involved in the JTI without the DO or the ITF London Office approval; and
  - used for other purposes not related to the JTI or the national junior development programme.

**Note: Note: In the case of allocated grants, the ITF may also take measures to recover the costs of these aligned to the reasons outlined above.**

*\* if applicable for the 'Fully Active' JTI nation*

**Each National Association's circumstance will be looked at individually. The list detailed within this section are not exhaustive, and there may be other reasons for which a JTI can be suspended or have their support reduced.**

## REDUCTION OF ITF ASSISTANCE

All ITF assistance for the use within the National Association's JTI is allocated at the discretion of the ITF per calendar year. A 'Fully Active' JTI nation may have their ITF assistance for the JTI reduced if there is suitable justification presented by the ITF DO that any of the above factors are identified. The ITF will look to communicate reduction of assistance via the respective ITF DO.

## 'PARTIALLY ACTIVE' STATUS NOTIFICATION FROM THE ITF

The ITF will provide the National Association with written notification by letter (via email) with an explanation of why their status has been determined as 'Partially Active'. The National Association will have a designated time to respond to the ITF regarding this change of status and should communicate directly with the ITF DO. If there are

grounds for returning the status to 'Fully Active', the ITF will provide the National Association with formal written notification of reinstatement as an 'Fully Active' JTI following the discussion with the ITF DO.

Following the review, and if the status is to remain as 'Partially Active', the process of re-joining the JTI must be implemented by the National Association, [see here](#).

## 9. INSPIRING THE NEXT GENERATION WITH YOUNG JTI AMBASSADORS

The ITF want to inspire current and future generations, to play our great sport, like Iran's Meshkatolzahra Safi and Angella Okutoyi of Kenya are doing. Both Safi and Angella were first introduced to tennis through their respective JTI. Their success at the 2022 Junior Australian Open has not just captivated their home nations, but people all over the world. Safi and Angella are exciting ambassadors for our sport and these examples of their progress from grassroots tennis within the JTI to the Junior circuit and Grand Slams, is the ITF player development pathway at its finest.

The ITF encourage all 'Fully Active' JTI nations to use their national junior pathway players to inspire the next generation of players to tennis in their nation and retain them in more playing opportunities. Alongside the deliverers who are providing opportunities within the national programme and who are making a change through tennis, many new players can be introduced and continue player our sport for years ahead.

The stories of Safi and Angella can be read using the links below:

- [JUNIOR STARS RETURN IRAN, KENYA AND NAMIBIA TO GRAND SLAM STAGE](#)
- ['NEXT TIME I'M COMING TO WIN': KENYA'S OKUTOYI DEPARTS A HISTORY-MAKER](#)

## 10. PROMOTING THE JTI ACTIVITIES

### USE OF WEBSITES / SOCIAL MEDIA

National Associations with a JTI are encouraged to maintain their official websites with the following:

- News articles regarding venues and deliverers and players involved within the JTI;
- Success stories of players and coaches within the JTI;
- Videos and pictures from the JTI;
- Details regarding upcoming events and competitions within the JTI;
- Funding or sponsorship agreements received; and / or
- General information regarding the JTI.

National Associations are encouraged to set up appropriate social media handles e.g. Facebook 'group page' that is specific to their JTI or look to share information about their programme activities on the National Association's official website or social media channels. Links to websites where any images or video footage can be shared with the ITF, however, please ensure that the guidance stated within the 'submitting photos and video footage' section is reviewed prior to any materials being shared with the ITF, as this contains important information.

The ITF is very keen to receive any update or news regarding the development of the JTI across the world. Please share any information about the JTI activities on the National Association's official website or social media channels or set up appropriate social media handles that are specific to the JTI. The best way to connect with the ITF is by using the social media handle @ITFTennis on the ITF's [Facebook](#), [X \(formerly Twitter\)](#) and [Instagram](#) pages.

### SUBMITTING PHOTOS AND VIDEO FOOTAGE

The ITF receives many links, images, or video footage of National Associations' tennis development activities, which are often used within ITF publications. Some content cannot be used due to the poor image resolution and quality of the images.

The ITF have created a set of 'Photographer Guidelines' (on request) to be followed by photographers submitting images for the use by the ITF for Development purposes. If followed, these guidelines ensure that National Associations can share a stock of images which will effectively assist the ITF in developing and growing tennis around the world, whilst promoting correct playing and coaching techniques.

Quality images are key for the ITF, and these guidelines will support National Associations and photographers with suitable imagery that can be used on ITF social channels and publications.

**IMPORTANT:** All participants involved in images and video footage must have provided the correct consent for the ITF to use. If a participant is 18-and-under, their parent / guardian must provide signed permission. Below are some examples of the style of photos that the ITF would like to receive related to a National Association's JTI.

When submitting, please ensure that:

- The National Association has permission to use the content from those within the photo / video and by the source i.e. the photographer. The JTI Photo / Video Consent Forms for Adults and for children 18-and-under are located in [Appendix 2](#) and [Appendix 3](#) and must accompany all photos / videos shared.

**Note:** The ITF cannot use any content shared without a signed disclosure accompanying the files from the parent / guardian of the player(s) involved in the content provided.

- Size of photo should be minimum 400 dpi.
- Identify – year taken, country, player name(s) (if applicable);
- Photographer name (if applicable).
- Upload the images / video footage and the signed consent forms to the new JTI SharePoint via Microsoft, specific to their nation.



## ARTICLES & LINKS

The following articles have been published by the ITF over recent years that provide insight into the programme and ITF Development projects across the world.

- Junior Tennis Initiative | Nurturing Promising Youngers <https://www.youtube.com/watch?v=Bla9c-qXmqU&feature=youtu.be>
- 13 Jun 2025 (ITF Academy)  
<https://www.itftennis.com/en/news-and-media/articles/landmark-moment-for-itf-academy-as-number-of-users-hits-half-a-million/>
- 13 May 2025 (Development - Zambia)  
<https://www.itftennis.com/en/news-and-media/articles/building-tennis-from-the-ground-up-zambia-set-for-new-era/>
- 31 Oct 2024 (ITF World Participation Conference)  
<https://www.itftennis.com/en/news-and-media/articles/itf-world-participation-conference-2024-tennis-the-sport-for-life/>
- 03 Jul 2024 (JTI – EQUATORIAL GUINEA)  
<https://www.itftennis.com/en/news-and-media/articles/fresh-outlook-and-ambition-developing-tennis-in-equatorial-guinea/>
- 29 Apr 2024 (Development - CUBA)  
<https://www.itftennis.com/en/news-and-media/articles/players-have-dreams-to-realise-tennis-in-cuba-set-for-key-boost/>
- 10 Apr 2024 (Development - TURKMENISTAN)  
<https://www.itftennis.com/en/news-and-media/articles/10-000-players-by-2028-turkmenistan-and-its-quest-to-develop-tennis/>
- 13 Nov 2023 (ITF World Coaches Conference)  
<https://www.itftennis.com/en/news-and-media/articles/phenomenal-itf-world-coaches-conference-proves-a-hit-in-bogota/>
- 20 Oct 2022 (Development - ESWATINI)  
<https://www.itftennis.com/en/news-and-media/articles/eswatini-set-for-development-boost-as-itf-and-olympic-solidarity-unite/>
- 23 Sep 2022 (Development – THE PACIFIC)  
<https://www.itftennis.com/en/news-and-media/articles/pacific-oceania-developing-tennis-in-all-corners-of-the-world/>
- 25 Aug 2022 (JTI)  
<https://www.itftennis.com/en/news-and-media/articles/what-is-the-itf-junior-tennis-initiative/>

## 11. APPENDICES

- [APPENDIX 1](#): List of 'Fully Active' JTI nations
- [APPENDIX 2](#): JTI Photo / Video Consent Form for adults
- [APPENDIX 3](#): JTI Photo / Video Consent Form for children 18-and-under
- [APPENDIX 4](#): Tennis10s 'Mix+Match' Competitions
- [APPENDIX 5](#): JTI Declaration Form 2025
- [APPENDIX 6](#): ITF JTI Global Brand Guidelines
- [APPENDIX 7](#): Subsidy Invoice Template
- [APPENDIX 8](#): Example ITF Subscription Rebate Financial Breakdown

## APPENDIX 1: LIST OF FULLY ACTIVE JTI NATIONS

A total of 138 ITF member National Associations had an 'Fully Active JTI' during 2024 and received assistance to support their national 14 -and-under junior programme from the ITF.

- ALBANIA
- AMERICAN SAMOA
- ANGOLA
- ARGENTINA
- AZERBAIJAN
- BAHAMAS
- BAHRAIN
- BANGLADESH
- BARBADOS
- BELIZE
- BERMUDA
- BHUTAN
- BOLIVIA
- BONAIRE
- BOSNIA AND HERZEGOVINA
- BOTSWANA
- BRAZIL
- BRUNEI DARUSSALAM
- BURKINA FASO
- BURUNDI
- CAMBODIA
- CAMEROON
- CAYMAN ISLANDS
- CHILE
- COLOMBIA
- COMOROS
- CONGO
- CONGO, DEMOCRATIC REPUBLIC OF THE
- COOK ISLANDS
- COSTA RICA
- COTE D'IVOIRE
- CUBA
- DJIBOUTI
- DOMINICAN REPUBLIC
- ECUADOR
- EGYPT
- EL SALVADOR
- ERITREA
- ESTONIA
- ESWATINI
- ETHIOPIA
- FIJI
- GABON
- GEORGIA
- GHANA
- GRENADA
- GUAM
- GUATEMALA
- GUINEA
- GUYANA
- HAITI
- HONDURAS
- HONG KONG, CHINA
- ICELAND
- INDONESIA
- IRAN, ISLAMIC REPUBLIC OF
- IRAQ
- IRELAND
- JORDAN
- KAZAKHSTAN
- KENYA
- KOSOVO
- KYRGYZSTAN
- LAO, PEOPLE'S DEMOCRATIC REPUBLIC
- LATVIA
- LEBANON
- LESOTHO
- LITHUANIA
- MACAU
- MALAWI
- MALAYSIA
- MALDIVES
- MALI
- MAURITANIA
- MAURITIUS
- MEXICO
- MICRONESIA, FEDERATED STATES OF
- MOLDOVA, REPUBLIC OF
- MONGOLIA
- MONTENEGRO
- MOROCCO
- MOZAMBIQUE
- MYANMAR
- NAMIBIA
- NEPAL
- NICARAGUA
- NIGER
- NIGERIA
- NORFOLK ISLANDS
- NORTH MACEDONIA
- NORTHERN MARIANA ISLANDS
- OMAN
- PAKISTAN
- PALAU, DEMOCRATIC REPUBLIC OF
- PANAMA
- PAPUA NEW GUINEA
- PARAGUAY
- PERU
- PHILIPPINES
- POLAND
- PORTUGAL
- PUERTO RICO
- QATAR
- RWANDA
- SAMOA
- SAUDI ARABIA
- SERBIA
- SEYCHELLES
- SIERRA LEONE
- SINGAPORE
- SOLOMON ISLANDS
- SOMALIA
- SOUTH AFRICA
- SRI LANKA
- ST. KITTS AND NEVIS
- ST. LUCIA
- ST. VINCENT AND THE GRENADINES
- SUDAN
- SURINAM
- SYRIA ARAB REPUBLIC
- TAHITI
- TAJIKISTAN
- TANZANIA, UNITED REPUBLIC OF
- TIMOR-LESTE
- TOGO
- TUNISIA
- TÜRKIYE
- TURKMENISTAN
- UGANDA
- UNITED ARAB EMIRATES
- URUGUAY
- US VIRGIN ISLANDS
- UZBEKISTAN
- VANUATU
- VENEZUELA
- VIETNAM
- YEMEN
- ZIMBABWE

## APPENDIX 2: JTI PHOTO / VIDEO CONSENT FORM (FOR ADULTS)

*This form can be completed online by clicking [here](#).*

Name: \_\_\_\_\_

Email: \_\_\_\_\_

National Association: \_\_\_\_\_

I hereby give my consent for the International Tennis Federation (the ITF) to use the photograph(s) and recorded audio / visual footage (the "Content") of my participation in the national Junior Tennis Initiative of the National Association (stated above).

### I CONSENT TO THE FOLLOWING:

1. that the ITF may use the Content for the following purposes:
  - creating marketing, educational and development material for the ITF. Such material includes but is not limited to:
    - posters, emails, marketing mailings, banners, videos, and online platforms, for example the ITF Academy<sup>1</sup>.
  - obtaining commercial revenue, for which I will not be compensated.
2. that the ITF may share the Content with the following stakeholders of the ITF:
  - coaches, prospective coaches, officials, tournament directors, educators, students, and tennis players; and
  - National and Regional associations of the ITF both in and outside the European Economic Area.

### Protection and Security of your Personal Information

Care will be taken to ensure that the information collected about your child is only used for the purposes described in this form. Any third party that we share your information with will not be permitted to share that information with any unauthorised persons. The Content will be stored at ITF premises in the United Kingdom. We will not share any of your personal contact details (name or email address) with any third party.

Signature: \_\_\_\_\_

Print Name: \_\_\_\_\_

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

You can find out more about how we process personal data on the ITF website, by selecting the [Privacy Notice](#).

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<sup>1</sup> ITF Academy is the official online coaching platform of the International Tennis Federation. It is an online coach education resource offering tennis specific content on technique, tactics, psychology, biomechanics, sports medicine, and coaching methodology. The Academy Library provides exclusive access to videos from the ITF Conferences, e-learning content from contributors across the world, video analysis, interviews, and articles. ITF Academy is supported by the ITF member nations, top professional players, international tennis academies and major coaching organisations.

## APPENDIX 3: JTI PHOTO / VIDEO CONSENT FORM FOR CHILDREN 18-AND-UNDER

This form can be completed online by clicking [here](#).

Name of Parent giving consent: \_\_\_\_\_

Parent Email address and telephone: \_\_\_\_\_

Name of Child: \_\_\_\_\_

Age of Child: \_\_\_\_\_

National Association: \_\_\_\_\_

I hereby give my consent for the International Tennis Federation (the ITF) to use the photograph(s) and recorded audio / visual footage (the “Content”) of my child’s participation in the national Junior Tennis Initiative of the National Association (stated above).

### I CONSENT TO THE FOLLOWING:

1. that the ITF may use the Content for the following purposes:
  - creating marketing, educational and development material for the ITF. Such material includes but is not limited to:
    - posters, emails, marketing mailings, banners, videos, and online platforms, for example the ITF Academy<sup>1</sup>.
  - obtaining commercial revenue, for which I will not be compensated.
2. that the ITF may share the Content with the following stakeholders of the ITF:
  - coaches, prospective coaches, officials, tournament directors, educators, students, and tennis players; and
  - National and Regional associations of the ITF both in and outside the European Economic Area.

### Protection and Security of your Personal Information

Care will be taken to ensure that the information collected about your child is only used for the purposes described in this form. Any third party that we share your information with will not be permitted to share that information with any unauthorised persons. The Content will be stored at ITF premises in the United Kingdom. We will not share any of your personal contact details (name or email address) with any third party.

Parent Signature: \_\_\_\_\_

Print Name: \_\_\_\_\_

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

You can find out more about how we process personal data on the ITF website, by selecting the [Privacy Notice](#) applicable to your child.

## APPENDIX 4: TENNIS10s ‘MIX+MATCH’ COMPETITIONS

Encourage fun team-based competitive play within school and club environments, particularly at the Tennis10s Red, Orange, and Green stages of tennis development. The key components include:

- MIX the players – multiple ages and gender per team
- MIX the stages and be creative (Red, Orange & Green)
- MIX the scoring formats
- PLAY more matches

### SCORING FORMATS:

- A. tiebreak scoring 1,2,2,2,2 - one “champion’s point” if scores level at the conclusion of the time
- B. standard tennis scoring with “NO-Ad” scoring – one deciding point at Deuce

### PAPER, SCISSORS, STONE

- Between the players before each rubber
- Choice to serve, receive or / and end decided
- Paper, scissors, stone is used to encourage interaction between the players in a fun manner

### EXAMPLE COMPETITIONS

Matches can be organised within a school or a club between their own players (Intra-Competition), as well between different local schools and clubs (Inter-Competition). Teams should be mixed with both males and females. The following are examples that can be used to create ‘MIX+MATCH’ competitions and can be refined to suit the standard of the players, court availability and time.

- [EXAMPLE A - ‘MIX+MATCH’: INTRA / INTER-SCHOOL COMPETITION](#)
- [EXAMPLE B - ‘MIX+MATCH’: INTRA / INTER-CLUB COMPETITION](#)
- [EXAMPLE C - ‘MIX+MATCH’ : INTRA / INTER-CLUB COMPETITION](#)
- [EXAMPLE D - ‘MIX+MATCH’: INTRA / INTER CLUB COMPETITION](#)

#### EXAMPLE A - 'MIX+MATCH': INTRA / INTER-SCHOOL COMPETITION

- Red stage 3
- 45-minutes per match / tie (school vs school)
- Max two players per team (one female & one male)
- One full court area or playing area with red courts marked (two red courts required)
- Timed matches (10-mins per rubber)
- Total 5 rubbers:
  - Per singles rubber win: 1-point for winning the rubber
  - Per doubles rubber win: 3-points for winning the rubber
- The first team to reach 4-points out of a total 7-points available wins the match / tie
- Two singles rubbers & one doubles rubber (mixed) per player:
  - Round 1:
    - Singles: Team A boy1 v Team B girl1
    - Singles: Team A girl1 v Team B boy1
  - Round 2:
    - Singles: Team A boy1 v Team B boy1
    - Singles: Team A girl1 v Team B girl1
  - Round 3:
    - Doubles: Team A boy1 & girl1 v Team B boy1 & girl1
- Change of ends after 5-minutes (or after every 6-points or odd games completed)
- Teachers or parents to observe player's scoring – steer and guide, not to officiate. It is important to encourage the players to score for themselves.

#### SUMMARY EXAMPLE A

The table below provides an overview of the competition, scheduling, stage for the match, duration per rubber and total time.

	Team A	Team B	Stage	Points per rubber	Duration (min)	Total Time (min)
<b>Warm-up</b>					5	5
Round 1: Singles	RED Boy 1	RED Girl 1	RED	1	10	
Round 1: Singles	RED Girl 1	RED Boy 1	RED	1		15
<b>Change</b>					5	20
Round 1: Singles	RED Boy 1	RED Boy 1	RED	1	10	
Round 1: Singles	RED Girl 1	RED Girl 1	RED	1		30
<b>Change</b>					5	35
Round 3: Doubles	RED Boy 1 & RED Girl 1	RED Boy 1 & RED Girl 1	RED	3	10	45
				7		45



### EXAMPLE B - 'MIX+MATCH': INTRA / INTER-CLUB COMPETITION

- Red stage 3 OR Orange stage 2 OR Green stage 1 (one only)
- 45-minutes per match / tie (club vs club)
- Max two players per team (one female & one male)
- One full court area or playing area with red courts marked (two red courts required)
- Timed matches (10-mins per rubber)
- Total 5 rubbers:
  - Per singles rubber win: 1-point for winning the rubber
  - Per doubles rubber win: 3-points for winning the rubber
- The first team to reach 4-points out of a total 7-points available wins the match / tie
- Two singles rubbers & one doubles rubber (mixed) per player:
  - Round 1:
    - Singles: Team A boy1 v Team B girl1
    - Singles: Team A girl1 v Team B boy1
  - Round 2:
    - Singles: Team A boy1 v Team B boy1
    - Singles: Team A girl1 v Team B girl1
  - Round 3:
    - Doubles: Team A boy1 & girl1 v Team B boy1 & girl1
- Change of ends after 5-minutes (or after every 6-points or odd games completed)
- Teachers, Coaches or parents to observe player's scoring – steer and guide, not to officiate. It is important to encourage the players to score for themselves.

### SUMMARY EXAMPLE B

The table below provides an overview of the competition, scheduling, stage for the match, duration per rubber and total time.

	Team A	Team B	Stage	Points per rubber	Duration (min)	Total Time (min)
<b>Warm-up</b>					5	5
Round 1: Singles	RED Boy 1	RED Girl 1	RED	1	10	
Round 1: Singles	RED Girl 1	RED Boy 1	RED	1		15
<b>Change</b>					5	20
Round 1: Singles	RED Boy 1	RED Boy 1	RED	1	10	
Round 1: Singles	RED Girl 1	RED Girl 1	RED	1		30
<b>Change</b>					5	35
Round 3: Doubles	RED Boy 1 & RED Girl 1	RED Boy 1 & RED Girl 1	RED	3	10	45
				7		45

### EXAMPLE C - 'MIX+MATCH': INTRA / INTER-CLUB COMPETITION

- Red stage 3 AND Orange stage 2 combined (at least one player at each stage)
- 60-minutes per match / tie (club vs club)
- At least three players per team (at least one female & one male for one stage i.e. RED)
- Both teams should have the same gender split, where possible i.e. two females & one male
- Two full court areas AND / OR a playing area with red courts marked (if applicable)
- Timed matches (10-mins per rubber) – all matches start at same time, where possible
- Total 9 rubbers:
  - Per singles rubber win: 1-point for winning the rubber
  - Per doubles rubber win: 3-points for winning the rubber
- The first team to reach 8-points out of a total 15-points available wins the match / tie
- Two singles rubbers per player & two doubles rubbers per player.
  - Round 1:
    - Singles (RED): Team A RED1 v Team B RED2
    - Singles (ORANGE): Team A ORANGE1 v Team B ORANGE1
    - Singles (RED/ORANGE): Team A RED2 or ORANGE2 v Team B RED or ORANGE2 i.e. 3<sup>rd</sup> team member
  - Round 2:
    - Singles (RED): Team A RED1 v Team B RED1
    - Doubles (RED/ORANGE): Team A RED2 or ORANGE1 v Team B RED2 or ORANGE1 i.e. 3<sup>rd</sup> team member
  - Round 3:
    - Singles (RED): Team A RED2 v Team B RED2
    - ^Doubles (ORANGE): Team A RED1 or ORANGE1 v Team B RED1 or ORANGE1 i.e. 3<sup>rd</sup> team member
  - Round 4:
    - \*Singles (ORANGE): Team A ORANGE 1 v Team B ORANGE1
    - Doubles (RED): Team A RED1 & RED2 or ORANGE1 v Team B RED1 & RED2
- Change of ends after 5-minutes (or after every 6-points or odd games completed)
- Teachers, Coaches, or parents to observe player's scoring – steer and guide, not to officiate. It is important to encourage the players to score for themselves.

*^ To encourage transition between the RED and ORANGE court, the stronger RED player plays up with the ORANGE player to the orange court*

*\*The one player from the one stage i.e. ORANGE, would play two singles against their equivalent opponent*

### SUMMARY EXAMPLE C

The table below provides an overview of the competition, scheduling, stage for the match, duration per rubber and total time.

	Team A	Team B	Stage	Points per rubber	Duration (min)	Total Time (min)
<b>Warm-up</b>					5	5
Round 1: Singles	RED 1	RED 2	RED	1	10	
Round 1: Singles	RED 2	RED 1	RED	1		
Round 1: Singles	ORANGE 1	ORANGE 1	ORANGE	1		15
<b>Change</b>					5	20
Round 2: Singles	RED 1	RED 1	RED	1	10	
Round 2: Doubles	ORANGE 1 & RED 2	ORANGE 1 & RED 2	RED	3		
<b>Change</b>					5	30
Round 3: Singles	RED 2	RED 2	RED	1	10	
Round 3: Doubles	ORANGE 1 & RED 1	ORANGE 1 & RED 1	ORANGE	3		45
<b>Change</b>					5	50
Round 4: Singles	ORANGE 1	ORANGE 1	ORANGE	1	10	
Round 4: Doubles	RED 1 & RED 2	RED 1 & RED 2	RED	3		60
				15		60

#### EXAMPLE D - 'MIX+MATCH': INTRA / INTER CLUB COMPETITION

- Red stage 3, Orange stage 2 AND Green stage 1
- 60-minutes per match / tie (club vs club)
- Six players per team (one girl & one boy per stage)
- Both teams should have the same gender split, where possible i.e. three females & three males
- Two full court areas AND / OR a playing area with red courts marked (if applicable)
- Timed matches (8-mins per rubber) – all matches start at same time, where possible
- Total 15 rubbers:
  - Per singles rubber win: 1-point for winning the rubber
  - Per doubles rubber win: 3-points for winning the rubber
- The first team to reach 11-points out of a total 21-points available wins the match / tie
- Two singles rubbers each (gender vs gender, boy v girl) per stage & one doubles rubber (mixed) per stage.
  - Round 1:
    - Singles (RED): Team A RED boy v Team B RED girl
    - Singles (ORANGE): Team A ORANGE boy v Team B ORANGE girl
    - Singles (GREEN): Team A GREEN boy v Team B GREEN girl
  - Round 2:
    - Singles (RED): Team A RED girl v Team B RED boy
    - Singles (ORANGE): Team A ORANGE girl v Team B ORANGE boy
    - Singles (GREEN): Team A GREEN girl v Team B GREEN boy
  - Round 3:
    - Doubles (RED): Team A RED boy & RED girl v Team B RED boy & RED girl
    - Doubles (ORANGE): Team A ORANGE boy & ORANGE girl v Team B ORANGE boy & ORANGE girl
    - Doubles (GREEN): Team A GREEN boy & GREEN girl v Team B GREEN boy & GREEN girl
  - Round 4:
    - Singles (RED): Team A RED boy v Team B RED boy
    - Singles (ORANGE): Team A ORANGE boy v Team B ORANGE boy
    - Singles (GREEN): Team A GREEN boy v Team B GREEN boy
  - Round 5:
    - Singles (RED): Team A RED girl v Team B RED girl
    - Singles (ORANGE): Team A ORANGE girl v Team B ORANGE girl
    - Singles (GREEN): Team A GREEN girl v Team B GREEN girl
- Change of ends after 5-minutes (or after every 6-points or odd games completed)
- Teachers, Coaches, or parents to observe player's scoring – steer and guide, not to officiate. It is important to encourage the players to score for themselves.

#### SUMMARY

The table below provides an overview of the competition, scheduling, stage for the match, duration per rubber and total time.

	Team A	Team B	Stage	Points per rubber	Duration (min)	Total Time (min)
Warm-up					5	5
Round 1: Singles	RED Boy 1	RED Girl 1	RED	1	8	
Round 1: Singles	ORANGE Boy 1	ORANGE Girl 1	ORANGE	1		
Round 1: Singles	GREEN Boy 1	GREEN Girl 1	GREEN	1		13
Change					3	16
Round 2: Singles	RED Girl 1	RED Boy 1	RED	1	8	
Round 2: Singles	ORANGE Girl 1	ORANGE Boy 1	ORANGE	1		
Round 2: Singles	GREEN Girl 1	GREEN Boy 1	GREEN	1		24
Change					3	27
Round 3: Doubles	RED Boy 1 & RED Girl 1	RED Boy 1 & RED Girl 1	RED	3	8	
Round 3: Doubles	ORANGE Boy 1 & ORANGE Girl 1	ORANGE Boy 1 & ORANGE Girl 1	RED	3		
Round 3: Doubles	GREEN Boy 1 & GREEN Girl 1	GREEN Boy 1 & GREEN Girl 1	RED	3		35
Change					3	33
Round 4: Singles	RED Boy 1	RED Boy 1	RED	1	8	
Round 4: Singles	ORANGE Boy 1	ORANGE Boy 1	ORANGE	1		
Round 4: Singles	GREEN Boy 1	GREEN Boy 1	GREEN	1		46
Change					3	49
Round 5: Singles	RED Girl 1	RED Girl 1	RED	1	8	
Round 5: Singles	ORANGE Girl 1	ORANGE Girl 1	ORANGE	1		
Round 5: Singles	GREEN Girl 1	GREEN Girl 1	GREEN	1		57
				21		57

## APPENDIX 5: ITF JUNIOR TENNIS INITIATIVE DECLARATION FORM 2025

\_\_\_\_\_ (the ITF members National Association) confirm that we agree to meet the minimum requirements for the ITF Junior Tennis Initiative programme (JTI), as stated below:

- I. Ensures that the 'Requirements for an 'Fully Active' JTI will be adhered to, in particular:
  - a. have appointed a National JTI Coordinator (the "Coordinator") to oversee the JTI on behalf of the National Association and a contract / formal agreement is in place between both parties.
  - b. will confirm the appointed Coordinator to the ITF, via the online confirmation [form](#);
  - c. will ensure the appointed Coordinator completes the five pre-requisite courses as part of their continuous professional development via the ITF Academy;
  - d. will ensure that the appointed Coordinator validates the three JTI report forms throughout the calendar year before the submission deadline as part of the JTI reporting process;
  - e. will distribute and monitor the ITF assistance effectively to subsidise the Coordinator's salary and/or fees; support the development of all components of the JTI through the grants allocated; and to attain the JTI objectives and key performance indicators through the JTI activities delivered; and
  - f. will ensure that the appointed Coordinator has regular and effective engagement with the ITF Development Officer regarding the JTI.
- II. Have read and fully understood the guidance related to 'Partially Active' JTI nations & the impact on ITF assistance'.

Signed: \_\_\_\_\_

Name: \_\_\_\_\_

Position in National Association: \_\_\_\_\_

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

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### FAX/EMAIL

TO: ITF DEVELOPMENT DEPARTMENT  
EMAIL: [iti@itftennis.com](mailto:iti@itftennis.com) and the ITF Development Officer

NO OF PAGES: 1 (Including this one)

## APPENDIX 6: ITF JTI GLOBAL BRAND GUIDELINES

### ITF JUNIOR TENNIS INITIATIVE GLOBAL BRAND GUIDELINES



The ITF have created a global brand for the JTI, the national 14-and-under junior development programme for an ITF member National Association, which will greatly enhance the exposure of the programme, both internationally and locally, for the respective ITF member National Association. A visual identity is being created to support the use of the new global brand through a series of promotional resources and allow the ITF member nations to promote their national 14-and-under junior development programme effectively.

#### MASTER LOGOS



JTI master landscape (colour)



JTI master portrait (colour)



JTI master portrait (white)



JTI master landscape (white)



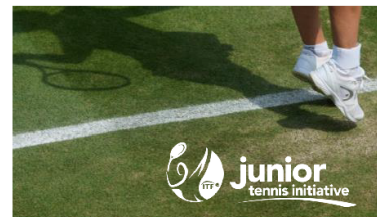
Example



JTI master portrait (black)



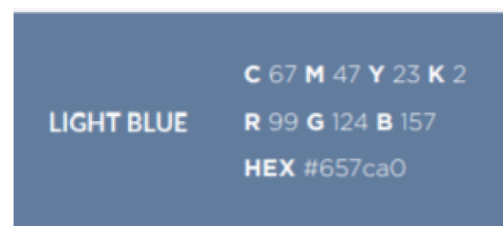
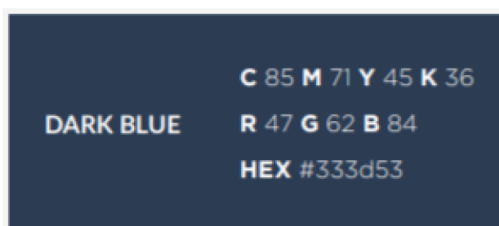
JTI master landscape (black)



Example

#### MASTER COLOURS

The full colour master logo should be used where possible to ensure maximum equity is driven to the brand.



# ITF JUNIOR TENNIS INITIATIVE

## GLOBAL BRAND GUIDELINES



### EXCLUSION ZONE (SPACE AROUND LOGO)

There should always be an exclusion zone around the entire logo.

The standard clear space around the logo is calculated from the 'o' in the word 'junior'.



JTI full master landscape (full colour)

JTI full master portrait (full colour)

### PARTNER LOCKUPS

Partner lockup logos combine the JTI logo with a partner's logo in a clean and effective manner.



NATIONAL ASSOCIATION

### LANDSCAPE LOCKUP

The standard clear space around the logo for a landscape lockup is calculated from the 'o' in the word 'junior'.

### PORTRAIT LOCKUP

The standard clear space around the logo for a portrait lockup is calculated using the 't' in the word 'tennis'.



NATIONAL ASSOCIATION

### TYPOGRAPHY

Gotham Bold is the Primary Typeface of the JTI logo. An open-source typeface available from Google Fonts with a free license, Gotham is available in several weights to provide variety for all print and digital needs.

## GOTHAM

Gotham Thin. From the streets of N. Gotham X-Narrow Book. Flourishing at small si. Gotham Book. For both text and i. Gotham X-Narrow Bold. With roots in the left Gotham Bold. Vernacular letterin Gotham Condensed Book. The designer's photographic od Gotham Ultra. Maximum density Gotham Condensed Bold. Examples of vernacular letterin Gotham Narrow Book. Both narrow col Gotham Rounded Book. Templates: Gotham Narrow Bold. Headlines and t Gotham Rounded Bold. Engravers

# ITF JUNIOR TENNIS INITIATIVE

## GLOBAL BRAND GUIDELINES



### JTI NATION LOGO

As well as the Master JTI logo, the ITF have also created a unique logo for each active JTI nation which includes the country name and flag. Below are selected examples of National Association's specific localised primary logo from each of the ten regions.



JTI nation logo portrait (full colour)



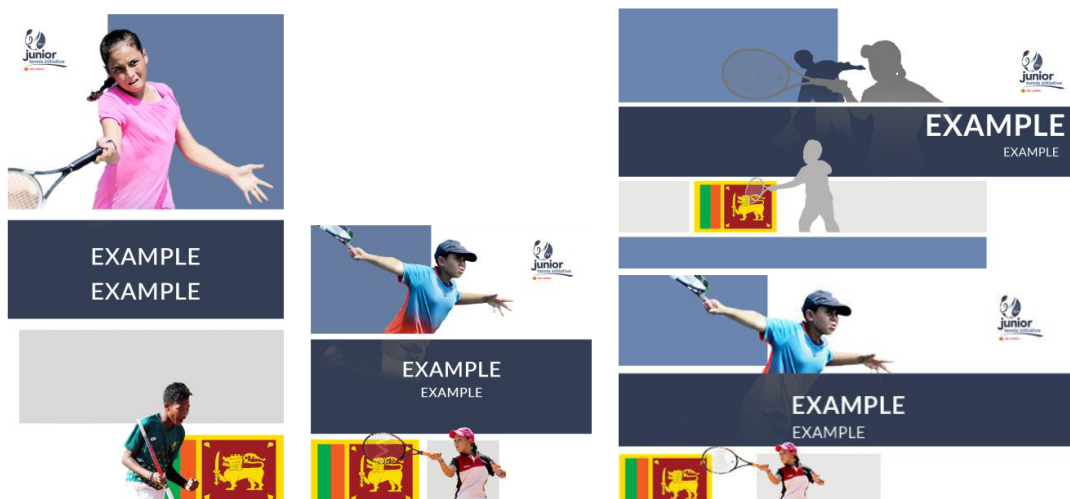


# ITF JUNIOR TENNIS INITIATIVE

## GLOBAL BRAND GUIDELINES



Active JTI nations can now benefit from the use of the ITF's Toolkit platform where users can create and download a number of different customised assets to promote the JTI in their nation. Finished designs can be downloaded to post on the National Association's Instagram story or Instagram feed, to add as a Facebook event image, or to post on the National Association's Twitter feed. A4 posters can also be designed and downloaded. Each design is automatically branded with the nation's flag and users must simply insert text in line with what they would like to promote.



### Do's and Don'ts

- modify the logo in any way by rotating or distorting.
- recolour the logo
- add drop shadow or other graphic effects.
- outline.
- place the logo over background colours that clash. If in doubt, use single-colour logo.
- place the logo on an image where there is low contrast between the photo and logo.
- overprint or obstruct any part of the logo.
- use old versions or add any other marks or logos to represent our brand.
- use versions of the logo where the registered mark is positioned incorrectly.



## APPENDIX 7: SUBSIDY INVOICE TEMPLATE

# INVOICE

**Date:** DD/MM/YYYY

**Invoice Number:** *[Unique invoice number specific to the National Association's financial records]*

**Reference:**

**From:**

Company/Individual/Federation Name

Address Line 1

Address Line 2

Address Line 3

Postal Code

Country

Contact Person

email address

**To:**

International Tennis Federation

Bank Lane

London

SW15 5XZ

UNITED KINGDOM

[accounts@itftennis.com](mailto:accounts@itftennis.com)

Description	Amount
e.g. Officiating Webinar Grant	\$XXX

**Total Due**

**XXX**

**Currency:** e.g. USD

Please send payment to the following bank account:

Bank Name: X Bank

Account Name: (should match Company/Individual/Federation Name)

SWIFT/BIC: enter here (8 or 11 digits)

IBAN or Account Number: enter here

Intermediary/Correspondent Bank (if applicable): enter here

## APPENDIX 8: EXAMPLE ITF SUBSCRIPTION REBATE FINANCIAL BREAKDOWN

[illegible]



International Tennis Federation  
Bank Lane, Roehampton  
London, SW15 5XZ, UK  
Tel: +44 (0)20 8878 6464  
[www.itftennis.com](http://www.itftennis.com)

**facebook** InternationalTennisFederation  
**X** @ITFTennis  
**Instagram** itftennis

