WHEELCHAIR TENNIS
DEVELOPMENT
PROGRAMME GRANTS 2020
ABOUT THE ITF WHEELCHAIR TENNIS DEVELOPMENT STRATEGY

The ITF Wheelchair Tennis Development department’s strategy is to create a world where ITF wheelchair tennis 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 go to supporting three objectives within the strategy:

1) More Wheelchair Tennis Players (increase participation worldwide);
2) Increased number and spread of National Associations offering wheelchair tennis participation initiatives and events (playing and non-playing initiatives for players and spectators);
3) Develop the skills of talented players, particularly those from nations that are both under-resourced and under-represented.

All development activities sit within one of seven areas: Performance; Participation; Events; Facilities; Coaching; Administration and Resources; and Investment and Partnerships. The ITF works with the National Association to support their respective national wheelchair tennis development pathway.

ITF WHEELCHAIR TENNIS DEVELOPMENT PROGRAMME GRANTS

This is the main subsidy assistance for a National Association, supported by the ITF. The programme is a key part of the National Association’s player development pathway.

ITF Wheelchair Tennis Development Programme grants provide opportunities for increased participation in wheelchair tennis and increased regional or national competitive opportunities within a nation. It also provides opportunities for more tennis coaches, school educators and programme co-ordinators (the “Deliverers”). The development grant programme incorporates the following key elements:

- Identifying and educating Deliverers involved with delivery of wheelchair tennis opportunities within the nations;
- Effective, targeted use of tennis equipment provided by the ITF;
- Development of the wheelchair tennis player pathway;
- Increased number of national or regional competitions;
- Inclusion of junior wheelchair tennis activity; and
- Introductory clinics or development camps for beginners.

WHEELCHAIR TENNIS DELIVERERS

Wheelchair Tennis Deliverers are very important as they play a key role in introducing wheelchair tennis player to the sport and encouraging retention of players. It is the responsibility of the National Wheelchair Coordinator in each nation to appoint a pool of Deliverers that can support the delivery of wheelchair tennis opportunities within national programmes and establish a structure to support the education of future wheelchair tennis Deliverers. Where appropriate, Wheelchair Tennis Deliverers shall be supported by the respective National Association’s recognised coach education system.

JUNIOR WHEELCHAIR TENNIS

It is important that all National Associations encourage young players, and their respective parents / guardians, to get involved with wheelchair tennis. Wheelchair Tennis Deliverers and as well as tennis clubs, schools and rehab centers are encouraged by the ITF to provide junior wheelchair tennis development opportunities for children aged 11 to 18 years.

IMPORTANCE OF PARENTS / GUARDIANS

Parents / guardians should understand that learning to play and compete is a gradual process. As their child progresses through the Red, Orange and Green stages of Tennis10s and potentially into higher level national performance environments, Tennis Deliverers should ensure that parents / guardians encourage their child to play wheelchair tennis for the love of the sport. Parents / guardians should try to focus on their child developing their tennis skills and enjoying the game, rather than on competitive results / outcomes of matches, particularly for 10-and-under wheelchair tennis categories. [Extract from the ITF Play Tennis manual 3rd ed, pp93]
TENNIS EQUIPMENT
ITF branded wheelchair tennis equipment is distributed free of charge to National Associations as part of ITF assistance for their national programme. The equipment is used to help provide greater opportunities for players to be introduced to and play the game of tennis. Based on the needs of the National programme, wheelchair tennis equipment provided may be: midsize graphite rackets; 21", 23 and 25" rackets; plastic mini-tennis bats; top grade balls; training balls; red foam and standard), orange and green stage balls; tennis string reels; mini tennis nets; over-grips and replacement grips; throw-down lines; table-top sprung stringing machines; wheelchairs; tyres and inner tubes. Applications for this are done through the equipment donation programme.

WHEELCHAIR TENNIS DEVELOPMENT PROGRAMME GRANT OBJECTIVES & KEY PERFORMANCE INDICATORS

The ITF Wheelchair Tennis 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 introduced to the development grant programme since 2019.

The wheelchair tennis development grant programme has six specific objectives that support National Associations to develop their national wheelchair tennis development programmes. These objectives are in place to increase the number and standard of players worldwide. The six objectives are:

1. to grow the number of National Associations offering a wheelchair tennis programme;
2. to grow the number of wheelchair tennis players taking part in activity;
3. to grow the number of national and regional competitions;
4. to grow the number of venues hosting wheelchair tennis ‘playing sessions’;
5. to grow the number of certified / qualified deliverers in the programme; and
6. to grow the number of wheelchair tennis players transitioning to an International Performance Player Pathway.

In order to achieve these six specific objectives, the wheelchair tennis development grant programme has seven key performance indicators (KPIs). These are measured per National Association and through the analysis of the data collated through the grant reporting process from each nation during the year. The eight KPIs are:

1. Total number of unique players (men, women, quad & juniors) participating in at least one ‘development playing session’ in venues;
2. Number of national or regional competitions held each year;
3. Total no. of entries (men, women, quad & juniors) in national or regional competition;
4. No. of venues hosting tennis ‘development playing’ sessions
5. No. of School teachers/rehabilitation centre staff delivering at least one tennis ‘development playing session’;
6. No. of tennis coaches delivering at least one tennis ‘development playing’ or ‘National Performance Environment’ session;
7. National Association team entries (MEN, WOMEN, QUAD & JUNIOR) in World Team Cup; and
8. Number of tennis players with an ITF ranking receiving support, financial and/or otherwise from their National Associations.

Figure A below presents the ITF Wheelchair Tennis Development Programme Grant Objectives & Key Performance Indicators matrix. It provides a breakdown of the eight KPIs under each of the six objectives, and where each supports the overall ITF Wheelchair Tennis Development Strategy.
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<th>DEVELOPMENT OBJECTIVE</th>
<th>DEVELOPMENT STRATEGIC AREA</th>
<th>WHEELCHAIR DEVELOPMENT GRANT PROGRAMME OBJECTIVE</th>
<th>KEY PERFORMANCE INDICATORS</th>
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<tr>
<td>#1 More Wheelchair Tennis Players</td>
<td>PARTICIPATION</td>
<td>2. To grow the number of wheelchair tennis players taking part in activity</td>
<td>KPI 1: Total number of unique players (men, women, quad &amp; juniors) participating in at least one ‘development playing session’ in venues</td>
</tr>
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<td>#2 Increased number and spread of National Associations offering wheelchair tennis (playing and non-playing) participation initiatives and events.</td>
<td></td>
<td>1. To grow the number of NAs offering a wheelchair tennis programme</td>
<td></td>
</tr>
<tr>
<td>#1 More Wheelchair Tennis Players</td>
<td>EVENTS</td>
<td>2. To grow the number of wheelchair tennis players taking part in activity</td>
<td>KPI 3: Total no. of entries (men, women, quad &amp; juniors) in national or regional competition</td>
</tr>
<tr>
<td>#2 Increased number and spread of National Associations offering wheelchair tennis (playing and non-playing) participation initiatives and events.</td>
<td></td>
<td>3. To grow the number of national or regional competitions</td>
<td>KPI 2: Number of national and regional competitions held</td>
</tr>
<tr>
<td></td>
<td>FACILITIES</td>
<td>4. To grow the number of venues hosting tennis ‘development playing’ or ‘National Performance Environment’ sessions</td>
<td>KPI 4: No. of venues hosting tennis ‘development playing’ or ‘National Performance Environment’ sessions</td>
</tr>
<tr>
<td>#1 More Wheelchair Tennis Players</td>
<td>COACHING</td>
<td>5. To grow the number of certified / qualified deliverers in the programme</td>
<td>KPI 5: No. of School teachers/rehabilitation centres delivering at least one tennis ‘development playing session’</td>
</tr>
<tr>
<td>#2 Increased number and spread of National Associations offering wheelchair tennis (playing and non-playing) participation initiatives and events.</td>
<td></td>
<td>1. To grow the number of NAs offering a wheelchair tennis programme</td>
<td>KPI 6: No. of tennis coaches delivering at least one tennis ‘development playing’ or ‘National Performance Environment’ session</td>
</tr>
<tr>
<td>#3 Develop talented players – particularly those from nations that are both under-resourced and under-represented.</td>
<td>PERFORMANCE</td>
<td>6. To grow the number of players transitioning to an International Performance Player Pathway</td>
<td>KPI 7: National Association team entries (MEN, WOMEN, QUAD &amp; JUNIOR) in World Team Cup.</td>
</tr>
<tr>
<td></td>
<td>EVENTS</td>
<td></td>
<td>KPI 8: Number of tennis players from nations receiving support with an ITF ranking</td>
</tr>
</tbody>
</table>
REQUIREMENTS FOR A NATIONAL ASSOCIATION WHEELCHAIR TENNIS DEVELOPMENT PROGRAMME GRANT

A National Association with an ‘active’ wheelchair tennis development programme should ensure that the following requirements are in place:

A. be a Tier 1, 2 or 3 National Association, as part of the ITF Wheelchair Tennis National Association Development Eligibility. Tier 4 nations may apply for junior only activity;

B. a completed and verified ITF National Association Development Plan (speak to ITF Development Officer for more information);

C. have appointed a National Wheelchair Tennis Coordinator to oversee the national wheelchair programme and have a written agreement in place;

D. submit wheelchair tennis development grant report forms before the submission deadline to the ITF. Complete all sections within the report as an accurate and in a true reflection of the status at the time of the national wheelchair tennis programme;

E. have or working towards establishing a national competition structure for all divisions;

F. have or working towards establishing a structure in place to provide new players to the wheelchair tennis programme, either through Schools/rehabilitation centres and / or tennis club environments;

G. have or working towards establishing a pool of wheelchair tennis deliverers (tennis coaches, school educators and administrative organisers) that can support all components involved with delivery of wheelchair tennis opportunities within the national wheelchair tennis programme; and a structure in place to support the education of future deliverers;

H. distributes ITF assistance effectively to support the development of all components of the wheelchair tennis development programme; and

I. have regular communication with the respective regional ITF Development Officer and ITF Office.

These requirements ensure that the National Association can administer their respective programme effectively and utilise the assistance provided by the ITF efficiently to adhere to the objectives and KPIs for the wheelchair
tennis development programme. They support the ITF Wheelchair Tennis Development objectives to increase the number of players in their nation, number of nations running wheelchair tennis activity and develop more talented players.

**ITF ASSISTANCE FOR WHEELCHAIR TENNIS DEVELOPMENT GRANT PROGRAMMES**

The ITF can assist National Associations with the development of their wheelchair tennis development programme (“national wheelchair tennis development grant programmes”) in a variety of areas. ITF assistance can include:

I. **Equipment Assistance (max $10,000 per nation):** Equipment to support the development of the national wheelchair tennis programme within schools, rehabilitation centres and tennis facilities (competition and development opportunities).

II. **Development Grants (max $8,000 per nation):** as a financial investment allocated for the development for specific component(s) of the national wheelchair tennis programme.

III. **New Countries Programmes:** offer expertise to facilitate wheelchair tennis activity within a specific country that is looking to introduce the sport and to grow existing programmes to new regions. This is either a 1 or two year programme

**ITF ASSISTANCE BREAKDOWN FOR THE WHEELCHAIR TENNIS DEVELOPMENT GRANT PROGRAMME**

Figure B details an overview of all ITF assistance provided to National Associations to support their respective national wheelchair tennis development projects. Figure B shows the different types of assistance provided by the ITF; the period for the allocation and the date during the year when this may be processed; and the requirements in place for any processing.

<table>
<thead>
<tr>
<th>ITF ASSISTANCE</th>
<th>PERIOD ALLOCATED</th>
<th>DATE OF PROCESSING</th>
<th>REQUIREMENTS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tennis Equipment Assistance</td>
<td>December (2019)</td>
<td>March – May 2020</td>
<td>Administered by the ITF London Office; and shipping / freighting details are completed within the reports</td>
</tr>
</tbody>
</table>

*Figure B: Overview of all ITF assistance*

National Associations are only eligible for ITF assistance if they meet the eligibility criteria (see below). National Associations shall be provided with written notification from the ITF of their allocated ITF assistance for 2020 in line with the timelines listed above.

**Note:** Depending on the start date for the national wheelchair tennis development programme grant, the assistance and support from the ITF may vary.

**PROCESSING WHEELCHAIR TENNIS DEVELOPMENT EQUIPMENT**

The requirements for a National Association who has been allocated tennis equipment and the dates of when the ITF will process this, are detailed in the table above (Figure B). The ITF will not distribute any tennis equipment until each National Association who has been allocated equipment for their wheelchair tennis programme in the following year, has completed and returned their most up-to-date shipping / freighting details. Notification from the ITF that the equipment shipment has been processed will be sent directly to the National Association via email from Dynamic International, copying in the ITF Development Officer, National Wheelchair Tennis Coordinator and the nominated recipient of the equipment stated within the wheelchair equipment donation report forms. Confirmation of shipping correspondence will typically enclose an itemised shipping invoice with cost per item and country of manufacture; a donation letter from the ITF; and associated shipping documents.
Note: National Associations are required to ensure that their shipping / freighting details are constantly updated in each submission. Without accurate shipping / freighting details, the ITF cannot distribute the allocated tennis equipment assistance. The National Association is responsible for paying any duties / taxes charged incurred by the local customs authority. The ITF is not responsible for covering the duty / taxes charged.

DEVELOPMENT GRANTS
The ITF analyses the data collated from the wheelchair tennis development grant reporting and application process to identify specific components of the national wheelchair tennis programme that require improvement and targeting for the benefit of the National Association’s national wheelchair tennis development programme. The ITF may allocate Development Grants to support the improvement of these specific components within the national wheelchair tennis programme.

GUIDELINES FOR A NATIONAL ASSOCIATION APPLYING FOR A WHEELCHAIR TENNIS DEVELOPMENT PROGRAMME GRANT

Application deadline for all grants is Friday 6 December 2019

ELIGIBILITY FOR A DEVELOPMENT GRANT
A National Association looking to receive support from ITF for a national wheelchair tennis development grant may apply if they meet the following requirements:

- Must be Tier 1, 2 or 3 nation. Tier 4 nations may apply for junior only activity
- Tier 1 nations shall be given priority
- Have an appointed project co-ordinator
- Submit reports by Friday 1 May 2020, 4 September 2020, 11 December 2020 to the ITF. All sections of the report must be completed and must be accurate reflect the status of that National Association at the time.
- Have or working towards implementing a framework to introduce new players to wheelchair tennis, either through School/rehabilitation centres and/or tennis club environments
- Have or working towards establishing a pool of deliverers (tennis coaches, schooled educators and administrative organisers) that can support all components involved with delivery of wheelchair tennis opportunities and a structure in place to support the education of future deliverers
- Distributes ITF assistance effectively to support the development of all components of the wheelchair tennis programme
- Not be suspended as a member nation of the ITF

ELIGIBILITY FOR AN EQUIPMENT DONATION GRANT
A National Association can apply for funding for development equipment, to help facilitate the implementation of their development project and ensure that resources are available for the programme.

- Must be Tier 1, 2 or 3 nation
- Tier 1 nation given priority
- Not be suspended as a member nation of the ITF

Submit report on equipment once it has arrived in country giving update on location and impact on project. This should link to the Development Plan in place.

ELIGIBILITY FOR A NEW COUNTRIES GRANT
A National Association can apply for funding for an ITF expert visit to help conduct activity, with the view to introducing or expanding regionally a wheelchair tennis programme. This can be a one or two year programme.

Criteria:
- Must be Tier 1, 2 or 3 nation.
- Tier 1 nations given priority
• Activity within new region or nation given priority
• Current Wheelchair Tennis Development Fund Projects ineligible to apply
• Not be suspended as a member nation of the ITF

**PROCESS OF APPLICATION**
The process for any National Association looking to receive support from ITF includes:

1. **Read and be aware of the ‘Requirements for a national wheelchair tennis development grant programme’**
2. **Ensure the National Association can meet the ‘Requirements for a national wheelchair tennis development grant programme’**
3. **Submit a signed grant application form**
4. **Review of the development landscape and suitability for a wheelchair tennis development grant by the ITF**