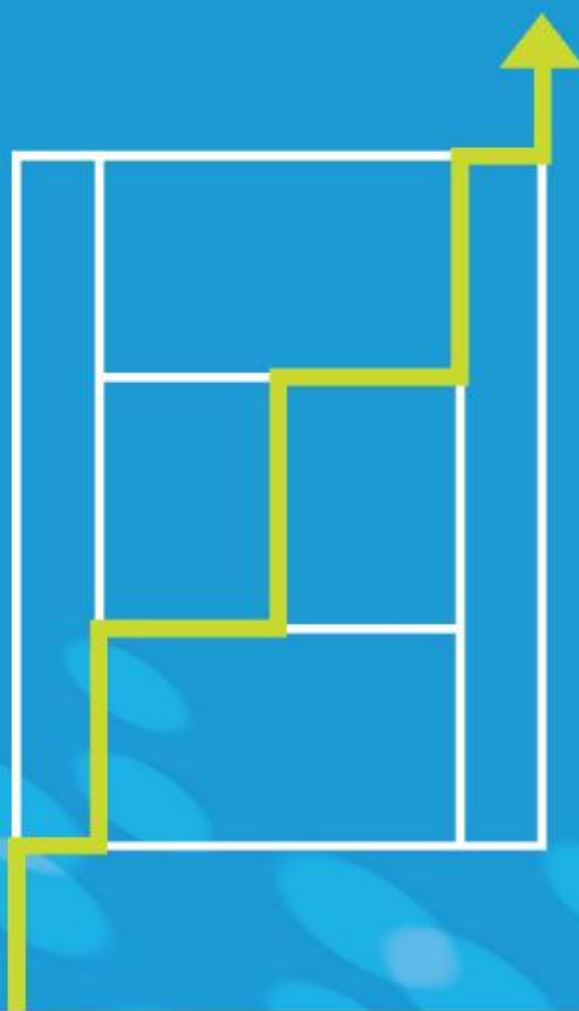




# *National Court Rebate Program*



*Guidelines for Applications* | 2011-2012

## PLEASE ENSURE YOU READ THE GUIDELINES DOCUMENT BEFORE COMPLETING THE REBATE APPLICATION FORM

### Introduction

Tennis Australia is proud to continue the National Court Rebate Scheme for a fifth consecutive year to assist member affiliates and Local Government in the development of new or upgraded tennis courts and associated infrastructure.

In just four years, the scheme has proven to be a resounding success in stimulating over 1000 new or resurfaced courts and considerable investment in the sport across Australia. The scheme has also acted as a catalyst for all tennis and government stakeholders to form partnerships and better plan for the provision of strategically located networks of community tennis centres. We look forward to continuing this success over the next twelve months and beyond.

Tennis facilities in Australia continue to face challenges in finding the right mix between desirable court surfaces for community and player development requirements, and available financial and water resources. The court rebate scheme is one of a number of initiatives designed to address these challenges as part of an overall plan to ensure long term benefits for tennis facilities in Australia.

The National Court Rebate Scheme is intended to stimulate progressive facility developments in line with the National court surface policy, Tennis 2020 –National facility development and management framework for Australian tennis and a range of tennis programming, coaching and competition initiatives.

*Before making an application, Tennis Australia encourages you to refer to recent court rebate success stories at [tennis.com.au](http://tennis.com.au)*

### Tennis Australia Strategic Priorities

Applicants are reminded of Tennis Australia's strategic priorities. Where applicable, tennis activities conducted by the Applicant should demonstrate a positive contribution to the strategic priorities and objectives listed below.

#### T16 – Strategic Priorities

##### *PLACES TO PLAY*

Quality venues for players of all levels are vital to the continued growth of the sport. Importantly, these venues need to be commercially viable, and they key to this is through strong participation and usage.

Great quality venues need continual planning and investment. 'Places to play' provides a vision and directive for government to invest in and tennis venues to follow. The best performing tennis venues have a community focus with professional delivery of programs and services. Tennis Australia will continue to invest in club venues by providing financial and management services.

##### *HOT SHOTS*

MLC Tennis Hot Shots is an exciting program for kids aged 10 and under. Using smaller courts, racquets and low-compression balls, the program makes learning tennis easy and fun for new players. Every venue in Australia is encouraged to offer this program to increase tennis participation and to provide an endorsed development pathway for children.

##### *CARDIO TENNIS*

To engage and get more people playing tennis, more often.

A need for a fitness-based tennis product in Australia was identified and Cardio Tennis, a successful global tennis-fitness product in 30 countries was recommended as an ideal tennis-fitness program.

The priorities for the Cardio team is to engage in professional development to continually improve performance and to build positive relationships with key stakeholders including coaching staff, participants, parents, club/centre personnel and wider tennis community

A number of member affiliated benefits are expected to flow from this initiative, such as:

- *Reducing construction or upgrading costs to affiliates and owners.*
- *Assistance in enhancing one of your most important assets - THE COURTS.*
- *Providing flexible local tennis facility financial support.*
- *Reducing the environmental impacts and issues associated with maintenance of court surfaces.*

## Guidelines for Completing the Application Form

No application will be considered unless it is made on the official 2011-2012 court rebate application form.

All sections must be completed and all supporting documentation included. Delays will occur in assessing court rebate applications where there is insufficient supporting documentation. A checklist is attached to the application form to assist in ensuring all information is available for assessment.

The Application Form is available from [www.tennis.com.au/court-rebate-scheme](http://www.tennis.com.au/court-rebate-scheme) upon registering your details. Please complete using black or blue ink on a blank hardcopy, or typed electronically and then printed. The latter is preferred.

If the form is completed electronically, the 'TAB' key can be used to navigate between input fields. To complete the form electronically, Excel2000 or later should be used. A limited number of headings are in RED text and are intended for overwriting. Where applicable they can be updated from their drop down selection.

## Application Process

- Applications with supporting documentation will be accepted from 1<sup>st</sup> July 2011.
- In the case of regional centres, the applicant must be prepared to sign a Partnership Agreement to qualify. Please refer to the relevant Member Association or the table on page 5 to determine which rebate category applies to you. A draft copy of the Agreement is available by contacting the Places to Play team at Tennis Australia on (03) 9914 4400 or your Member Association.
- Clarification of your hierarchy status and applicable rebate level can be confirmed by contacting your Member Association and should be outlined in the letter of support.
- Notify your Member (State/Territory) Association of your intention to apply for a rebate and request a letter of support to be included with the application. Your member Association will also be able to assist you with completing the application form.
- Applications should be forwarded in hard copy to;

National Infrastructure Manager  
National Court Rebate Scheme  
Tennis Australia  
Locked Bag 6060  
Richmond, VIC 3121

- After examination of the application, Tennis Australia will determine the outcome of the application, including the final rebate amount and any other relevant special conditions.
- Applicants shall receive written notification confirming the outcome of the application within four to six weeks of receipt at Tennis Australia.
- If an application is successful, a letter of approval confirming the amount of approved rebate will be provided.
- Successful applicants will have twelve (12) months from the date of the Tennis Australia letter of guarantee to complete the works.
- Works completed outside the terms of the guarantee shall render the guarantee void\*.
- Following the completion of works within the nominated twelve (12) month period, successful applicants are required to submit a letter notifying completion of works, photographs, original tax receipts and funding guarantees for all works.
- Applications for works which have been already completed should attach original quotes, photographs, funding guarantees and tax receipts to the application form.
- Funds will be distributed by Tennis Australia upon notification of completion and receipt of original tax receipts.
- Enquiries or clarification of information may be able to be sought by contacting the Places to Play team at Tennis Australia on (03) 9914 4400 or your Member Association.

\*Should works not be completed within the nominated period, a written application for an extension of terms is required. Tennis Australia will not guarantee funds for works completed beyond the specified period.

## Funding Levels (a)

Tennis Australia will endeavour to support as many rebate applications as it can, however there is a capped annual funding pool for the scheme for each year of operation.

The National Court Rebate Scheme is developed in line with the Tennis Australia court surface policy. (This can be found on the TA website)

Using the ITF classification system as a framework, the following rebates are available according to surface type.

ITF Surface Code	Type	Description	Proposed Rebate
A	Acrylic	Textured, pigmented, resin-bound coating	Up to \$18,000 on Australian Open surface per court Up to \$8,000 on other brands per court (categories 1 & 2 only)
B	Artificial Clay	Synthetic surface with the appearance of clay	No rebate
C	Artificial Grass	Synthetic surface with the appearance of natural grass	Up to \$2,000 for court ancillaries only
D	Asphalt	Bitumen-bound aggregate	No rebate
E	Carpet	Textile or polymeric surface applied in rolls or sheets of finished product	No rebate
F	Clay	Unbound mineral aggregate	Up to \$18,000 per court on evidence of sustainable water supply
G	Concrete	Cement-bound aggregate	No rebate
H	Grass	Natural grass grown from seed	Up to \$6,000 per court on evidence of facility contained water usage or site with sustainable water supply
J	Other	e.g. modular systems (tiles) etc	No rebate

The amount of court rebate provided is based on the size of facility, surface type and number of courts being constructed or resurfaced. The following table provides details of all funding amounts and types available. Multi use courts will be assessed on a percentage basis according to the amount of tennis usage.

### Notes:

- Further information on the ITF court classification system is available in the ITF publication titled, "ITF Approved Balls & Classified Court Surfaces", which can be found at [www.itftennis.com/technical](http://www.itftennis.com/technical).
- \* NATURAL CLAY: Any new courts are to include water saving measures, eg. Tanks, bores and subsurface irrigation systems etc to be eligible. Existing courts seeking resurface funding will only be eligible if water saving measures are already in place, or plan to be put in place at the facility.
- *In all categories, a maximum rebate of up to 40% of total category (project) costs will be provided.*

## Funding Levels (b)

Acrylic - Australian Open Court Surface PLEXICUSHION PRESTIGE (10 coat system)	Base preparation and development	Surface or resurfacing	Fencing, lighting or court ancillaries
Regional & Sub Regional Centres (AO true blue colour scheme) Full rebate value \$18,000 per court	Up to \$6,400	Up to \$9,600	Up to \$2,000
Medium & Small Centres Full rebate value \$16,000 per court	Up to \$5,600	Up to \$8,400	Up to \$2,000
Acrylic -(pace categories 3 & 4) ITF surface Code A	Base preparation and development	Surface or resurfacing	Fencing, lighting or court ancillaries
Acrylic PLEXIPAVE BRAND ONLY (AO true blue colour scheme) Regional & Sub-Regional Centre Full rebate value \$8,000 per court	Up to \$2,400	Up to \$3,600	Up to \$2,000
Acrylic - all brands including PLEXIPAVE Sub Regional, Medium & Small Centre Full rebate value \$6,000 per court	Up to \$1,600	Up to \$2,400	Up to \$2,000
Natural Clay* ITF Surface code F	Base and surface development	Water saving initiatives	Fencing, lighting or court ancillaries
Regional & Sub Regional Centres Full rebate value \$18,000 per court	Up to \$14,000	Up to \$2,000	Up to \$2,000
Medium & Small Centres Full rebate value \$10,000 per court	Up to \$6,000	Up to \$2,000	Up to \$2,000
Natural Grass ITF Surface code H	Base and surface development	Water saving initiatives	Fencing, lighting or court ancillaries
Regional & Sub Regional Centres Full rebate value \$6,000 per court	Up to \$2,000	Up to \$2,000	Up to \$2,000
Medium & Small Centres Full rebate value \$4,000 per court	Up to \$1000	Up to \$1,500	Up to \$1,500
Synthetic Grass (must conform with preferred quality standards as specified on the TA website)	Base and surface development	Surface or resurfacing	Fencing, lighting or court ancillaries
Regional & Sub Regional Centres Full rebate value \$2,000 per court	n/a	n/a	Up to \$2,000
Medium & Small Centres Full rebate value \$1,500 per court	n/a	n/a	Up to \$1,500
Hot Shots	Base and surface development	Surface or resurfacing	Fencing, lighting or court ancillaries
Hot Shot Courts (new build) Full rebate value \$4,000 per court	Up to \$1000	Up to \$1500	Up to \$1500

Hot Shots line system (Hard courts only)	n/a	\$500	n/a
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## Terms and Conditions

### *Member Association Affiliation*

The Tennis Australia Court Rebate Scheme is only available to

- State/Territory Member Association affiliated Clubs / Centres / Associations
- Local Government Authorities on behalf of affiliates

(Hereafter called the Applicant) for the purpose of developing new, or upgrading existing court surfaces and associated infrastructure.

Affiliation must be held for at least a further 5 year term beyond the application date.

### *Satisfactory Tenure*

The Applicant must hold the freehold or lease of the land on which it is situated and hold a minimum of five years further tenure from the date of application. Should the lease not cover this period, then a supporting letter from the owner acknowledging the rebate application and commitment to the applicant's security of tenure for a minimum of at least five years will be accepted.

### *Management and Planning*

It is essential that the Applicant has prudent and sound organisational management practices; these need to be demonstrated within the application supporting material via a Business Plan.

The application must include a 3-5 year Business Plan. A Business Plan helps to clarify what an organisation is, what it sees itself being in future years and provides a focus on how the organisation will achieve its aims or objectives. The plan will aid facility decision making and help formulate plans and strategies to achieve the aims/objectives.

Within the Business Plan there should be a section covering facilities (the physical things needed, e.g. clubrooms, court, fence, maintenance, upgrades, etc), including the identification of future facility needs. These may include surface upgrades, minor projects, indicative timeframes and indicative costs.

The plan should be developed in open discussions, be realistic and be formally adopted by the applicant's committee of management or owner. Evidence should be supplied (eg. meeting minutes) where the plan has been developed.

A business plan template and assistance in developing business plans is available from your State or Territory Member Association. It is a requirement for you to discuss your application in detail with your Member Association before submission.

### *Regional Partners*

Signed Regional Partners may access the National Court Rebate Scheme as a grant prior to commencement of the project rather than a rebate upon completion in negotiation with Tennis Australia's Places to Play team.

### *Court Specifications*

Court dimensions (fenced area) should conform to International Tennis Federation's (ITF) minimum recommended court size (34.77m x 17.07m). All additional construction specifications should be compliant with the Sports Contractors Association of Australia court construction guide specifications and other relevant Australian construction standards.

The applicant must include full specifications, including drawings, as evidence of compliance with these criteria.

### *Synthetic grass*

Specification for preferred standards for the rebate for SFAG can be found on the Tennis Australia website under Courts and Surrounds.

### *Amendments*

Tennis Australia will reserve the right, at its sole and absolute discretion and at any time, to change or alter any or all of the terms and conditions for the rebate program or to cancel the rebate program. The updated and controlled version of terms and conditions will be available at [www.tennis.com.au](http://www.tennis.com.au).

### *Liability*

Tennis Australia accepts no liability in respect to any claim, cause of action or loss of damage arising out of, or in relation to any court that is subject to Tennis Australia funding assistance.

The applicant agrees that they will indemnify and keep indemnified Tennis Australia, its Member Associations and themselves for the relative insurance requirements in relation to court construction and surface maintenance.

### *Payment*

Payment of guaranteed rebates will be by cheque or electronically transfer only and made payable to the applicant, unless otherwise agreed to. Payments will be made within the approved twelve (12) month period.

### *Privacy Notice*

Information pertaining to the application for a rebate may be disclosed to the relevant local government organisation or Member Association. Applications may be used as case studies to enhance Tennis Australia programs and initiatives.

## Criteria

To qualify for the rebate, an applicant must:

- Have completed court construction works completed after 1 January, 2011.
- Have a current documented business plan demonstrating future benefits of court and associated works for tennis.
- Be developing or upgrading cushioned acrylic, hardcourt, natural clay or natural grass surfaces as per the rebate matrix contained within these guidelines.
- Agree to implement, conduct and be supportive of Tennis Australia's nationally initiated business improvement tools, tournaments, research, programs and services.
- Implement, conduct and be supportive of Tennis Australia's kid's starter program –Hot Shots.
- Implement, conduct and be supportive of Tennis Australia's adults program – Cardio Tennis.
- Complete the most current tennis benchmarking survey – CLUB HEALTH CHECK, (prior to the rebate being paid) including all data required for benchmarking facility development and be agreeable to report to CERM on an annual basis. Further information about this initiative is available from the Tennis Australia website.
- Have all coaches at the facility join Tennis Australia Coach Membership before rebate is payable.
- Provide ongoing operational performance, court testing data and /or feedback to Tennis Australia or partners.
- Applications must include works on a minimum of 2 courts and at a facility of at least 4 courts. Smaller facilities (1-3 courts) are encouraged to combine with a like local facility and submit a joint application. This would generally require approval by your Local Government Authority/Council who can submit an application on behalf of affiliates.
- Have secured additional funds from all available sources for the works.
- Provide an Environmental Impact Statement which identifies water saving initiatives for the benefit of your facility. (contact your MA for a template)
- Give consideration to Tennis Australia's preference for works to be carried out by a member of the Sports Contractors Association of Australia where possible.
- Be prepared to have works signed off by Tennis Australia or Member Association aligned Technical staff or CTO.
- Acknowledge that Tennis Australia will only accept one application and make one payment every two years.
- Agree to a civil engineering assessment prior to commencing works if requested
- Provide evidence that any synthetic grass surface is compliant with the quality standards as outlined in these guidelines.
- Repay the rebate if any of the terms or conditions are found to be breached within five years of court construction.

## Notes

- In all categories, a maximum rebate of up to 40% of total category (project) costs will be provided.
- All dollar figure amounts are exclusive of GST.
  - Clubs that have an ABN and are registered for GST must give us a tax invoice which adds GST.
  - Clubs that have an ABN but not registered for GST must give us tax invoice with no GST Added.
  - Clubs with no ABN need to fill out a statement by supplier.

## Tennis Australia - Hierarchy of facilities



### WHY ?

- A planned approach to future tennis facility infrastructure in Australia
- Evidence based (Tennis facility census 2006)
- A guide to assist decision makers in infrastructure provision
- Operationally more sustainable
- A linked pathway for tennis and community development