



City of Grand Island

Tuesday, March 24, 2015

Council Session

Item G-14

#2015-82 - Approving Grant Application to United States Tennis Association for Ryder Park Tennis Courts

Staff Contact: Todd McCoy, Parks & Recreation Director

Council Agenda Memo

From: Todd McCoy, Parks and Recreation Director
Charley Falmlen, Community Development Specialist

Meeting: March 24, 2015

Subject: United States Tennis Association Grant Application

Item #'s: G-14

Presenter(s): Charley Falmlen, Community Development Specialist
Todd McCoy, Parks and Recreation Director

Background

The City of Grand Island's Community Development Division is proposing to submit a grant application to the United States Tennis Association (USTA) by the grant deadline of April 2nd. The application will be requesting \$50,000 from the USTA to assist in funding the proposed \$330,000 re-construction/expansion of the tennis courts located at Ryder Park.

This grant application marks the first attempt by the City of Grand Island to obtain support from the USTA and City staff has maintained communication with USTA staff about the progress of the Ryder Park Tennis Court expansion. The USTA has provided technical assistance and consultation in the Ryder Park Tennis Court expansion process and has already reviewed the outline of the expansion project. After their formal involvement and review of the project, the USTA chose to forward a formal grant application to the City of Grand Island.

Funding from the United States Tennis Association will cover 20% of the total project cost, and the grant is administered by the National Office. The remaining funds for this project are represented as follows: a confirmed \$16,000 from the Regional Office of the United States Tennis Association, \$175,000 from the City of Grand Island 2014-2015 Parks and Recreation Budget, and a confirmed \$90,000 from the Grand Island Tennis Association.

Discussion

The City of Grand Island Parks and Recreation Department plans for the improvement of the tennis courts at Ryder Park by demolishing the three existing 78' courts and replacing them with six new 78' courts.

The tennis courts at Ryder Park are currently used for various programs that involve youth and adults. It also serves as the official court of the Grand Island Central Catholic Tennis Team. This expansion would allow the City of Grand Island to partner with the Grand Island Tennis Association in offering more tennis amenities to the public including a large increase in programs available to children. Additional programs being offered by the expansion would include USTA Summer Tournaments for Juniors and Adults, Men's and Women's evening leagues, 10 and Under Programs and subsequent Tournaments, and Parks and Rec's "Tennis in Parks" program expansion.

Alternatives

The Council has the following alternatives concerning the issue at hand. The Council may:

1. Approve the application for the United States Tennis Association.
2. Take no action on the issue.

Recommendation

City Administration recommends that Council approves the application for the United States Tennis Association and authorize the Mayor to sign all related documents.

Sample Motion

Move to approve the grant application for the United States Tennis Association and authorize the Mayor to sign all related documents.



2015 Facility Grant Application

Grant Summary and Eligibility

The United States Tennis Association is pleased to offer the 2015 USTA Facility Grant. The grant is for facilities open to the public.

All communities completing the application must have received the electronic application from facilities@usta.com

Grant Categories:

Category I: Basic Facility Improvements: including fixed court amenities (i.e. backboards, fencing, windscreens, etc). **Grants up to 50% of the total project cost (\$4,000 max)**

Category II: Resurfacing: Resurfacing of existing courts at tennis facilities. Lighting. **Grants up to 20% of the total project cost (\$35,000 max)**

Category III: New Construction or Existing Facility Reconstruction & Expansion: **Grants up to 20% of the total project cost (\$50,000 max)**

Grant Deadlines and Award Announcements

- 2015 Applications will be offered and reviewed on an ongoing monthly basis.
- Applicants will receive feedback within 30 days of submission from their project consultant.

A. Facility Information.

1. Facility Name – please give the entire name (i.e., City of Smashville: John Racquet Memorial Park Tennis Complex).
2. Facility Address - please give the physical location of the courts.
3. Facility E-mail/website – The webpage can be facility specific or a city/gov. web page that gives information on tennis court hours/times, costs and program information.
4. USTA Section – visit www.usta.com and select 'find a section' from the top right of the page to determine your section.
5. Number of Courts at Facility – please indicate the total # 78', 60' & 36' currently at the facility and the total number that will be at the facility after construction/reconstruction or new lines are added
6. Type of Surface – please give the number of courts with each type of surface specified. Information is easily determined by court surface contractors.
7. Date of when courts were first constructed - If you do not know an exact date, please indicate estimated date
8. USTA Membership # (required) - This can be a facility membership or sponsoring association membership, but not an individual membership.
9. Please confirm which level of funding you are seeking.

B. Agency / Applicant information.

1. Organization Name – agency that owns the existing or proposed tennis facility.
2. Applicant Name – if different than the owner of the tennis facility.

3. Contact person – person who may be contacted during the grant application review process to answer questions on the request.
4. Address - complete mailing address of applicant.
5. E-mail address of contact person.
6. Phone numbers for contact person; please give descriptor (i.e. cell, work, recreation center) and include extensions if needed to reach the contact.

C. Information about Improvements.

1. Describe improvements – This must be a written description and should identify improvements completed to date and those improvements for which the applicant wishes funding assistance.
2. Photographs – required of all sites for improvement (even if it is undeveloped land) **All photos should be uploaded to the link provided in the email.**
3. Detailed timeline from conception to completion. Include dates of fundraisers and award notifications of pending grants.
4. Detailed sketch of the tennis court area(s) (Cat I and II). Include:
 - Dimensions from baselines to fixed obstruction (fences, light poles, walls, etc.)
 - Dimensions from sidelines to fixed obstructions (fences, light poles, walls, etc.)
 - Dimensions between the courts
 - Locations and width of gates

Or, detailed construction drawings of the proposed project (Cat III only)

D. Funding Information.

1. Grant amount requesting – the amount must not exceed the allowable amount per category.

Total estimated cost: This total should reflect only facility upgrades authorized. **The cost of the project cannot include construction work already completed.**

2. Total amount of committed local funds available – please indicate the amount of money that is currently committed to the project. The FUNDS column must include committed funds currently available – attach proof of committed funds (i.e. award letters of other grants, letter of committed funds from Park and Recreation Director, or minutes of a budget meeting). The EXPENSES column should give the costs of professional fees, material costs, and administrative fees specifically. **Do not include costs for construction already completed.**
3. A W9 will be requested if awarded funds.
4. Attach proof of committed funds (i.e. award letters of other grants, letter of committed funds from Park and Recreation Director, or minutes of a budget meeting, bank account statements, etc.).
5. Bids and prices should be dated within 3 months of application submission date.

E. Facility's Potential.

1. Facility media or marketing plan to attract players/publicize success
2. Provide details on current and planned programming for the tennis facility to include lessons, tournaments, league play and cooperative efforts with schools and other tennis organizations, including USTA Sections. Provide copies of newsletters, brochures and other literature demonstrating programs and how tennis is promoted in the community. The Program Plan should outline existing tennis programming and the anticipated tennis programming post renovation.
3. Commitment letter must be from the owner of the facility and should demonstrate the ability of the owner to provide continued programming and maintenance.

F. Certification.

1. If the facility owner and applicant are two separate organizations, both must sign and date the certification.

USTA Use Only TPA No. _____ Submitted On _____ Meet requirements: _____
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A. Facility Information:

1. Facility Name: _____
2. Facility Address (street): _____
 (city, state and zip): _____
3. Facility E-mail Address and/or Website*: _____
4. USTA Section: _____
5. Number of Courts at Facility: Existing _____ 78' _____ 60' _____ 36' At completion: _____ 78' _____ 60' _____ 36'
6. Type of Surface: _____ Hard _____ Clay
 If the courts are hard, please indicate: _____ Asphalt _____ Concrete Other: _____
7. Year the courts were originally constructed: _____ Last Resurfaced: _____
8. USTA Membership #: _____

**By providing your e-mail address you authorize the USTA and any Official Sponsors to contact you via electronic mail.*

9. Please confirm the level of funding for which you are applying:

Category	Description	Funding Amount	Requested Level of Funding
Category I	Basic facility improvements including fixed court amenities (i.e. backboards, fencing, windscreens, etc.)	Up to 50% of total project cost (\$4,000 maximum).	<input type="checkbox"/>
Category II	Resurfacing of existing courts and/or Lighting.	Up to 20% of total project cost (\$35,000 maximum).	<input type="checkbox"/>
Category III	New construction, existing facility reconstruction and/or expansion.	Up to 20% of total project cost (\$50,000 maximum).	<input type="checkbox"/>

B. Agency/Applicant Information:

1. Organization Name: _____
2. Applicant Name: _____
3. Contact Person: _____
4. Address: _____
5. E-mail address: _____
6. Phone numbers: Primary: _____ Alternate: _____

C. Information about Improvements:

All applicants must submit:

1. Description of planned improvements
2. Photographs of the existing property
3. A detailed timeline
4. Detailed sketch or construction drawings
 - a. Category I and II applicants must include 1 copy of a detailed sketch of the tennis court area(s). Detailed construction drawings may be required of Category II applicants depending on the scope of project. Your USTA National project consultant will communicate this to you if needed.
 - b. Category III applicants must include 1 copy of detailed construction drawings of the proposed project. Plans must provide sufficient dimensional information to ascertain adequacy of court(s) size and placement on the property. Please refer to the "Typical Construction Document Contents" information distributed with the application.

Please note that you may have previously submitted this material to your Project Consultant during the Technical Phase of this process. But, these documents are required again for the grant committee to make a funding decision. Submit the information that has been approved by the Technical Committee. Submitting an un-approved scope of work will delay the funding decision.

Label all attachments with the facility name and TPA # and upload to the link provided.

F. Certification

By signing this application, the application certifies that the information provided with this application is true and correct, and agrees to the following:

- The facility agrees, if requested, to disclose or provide information regarding all usage fees prior to grant assistance.
- The facility will comply with all applicable A.D.A. requirements and remain open to the public
- The facility will provide a safe, properly constructed and functional facility, including other amenities (i.e. shade areas, water fountains, backboards, lighting, etc.) to make the game of tennis more enjoyable and to encourage the growth of tennis.
- The facility will provide photos and documentation of publicity after renovations
- The facility will be constructed as approved by the USTA's Technical Team
- As a requirement of acceptance of USTA funding, the facility agrees to develop new tennis players by providing clinics, beginner or retention programs. These programs must be identified in detail within the application.
- Incomplete applications will result in the application being returned without consideration for funding.
- I understand that if this application is successfully funded the amount awarded will be distributed on a draw basis as accountability forms are submitted to and approved by the USTA.

Applicant (PRINT)

Facility Representative (PRINT)

Needed if applicant does not represent facility owner

Signature

Signature

Date

Date

Any photographs, brochures, or materials submitted in connection with this application are considered the property of the USTA and will not be returned. By submitting this application, applicant grants to the USTA and its assignees the right to use facility's name, history, description, photograph, rendering, or any other materials submitted in connection with this application for any and all promotional purposes.

Check list – please include this checklist with the application and retain one copy of each application component for your records.

DID YOU REMEMBER TO INCLUDE THE FOLLOWING? (1 COPY OF EACH)

Check Here:

- Pages 4-7 of the application
- Description of Improvements **C1**
- Supporting photos **C2**
- Project time line **C3**
- Cat I or II** Drawings with court dimensions **C4**
- Cat III** Construction documents **C4**
- Proof of committed funds **D4**
- Estimates or bids and/or Price list **D5**
- Marketing plan **E1**
- Program Plan **E2**
- Facility owner's commitment **E3**

Important Reminders:

- Submit application to the link that is provided to you in the email
- When uploading your documents, be sure to add a label (i.e. application, drawings, photos, program, letter of support, etc.)
- If you need help, call or e-mail your project consultant.

RESOLUTION 2015-82

WHEREAS, the City of Grand Island, Nebraska, will seek the opportunity to apply for a \$50,000 grant request from United States Tennis Association; and

WHEREAS the City will submit an application regarding the demolition and expansion of the Ryder Park Tennis Courts; and

WHEREAS, the City of Grand Island will submit an application as a result of project readiness, signified by the financial understanding of City Council.

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND COUNCIL OF THE CITY OF GRAND ISLAND, NEBRASKA, that the City of Grand Island, Nebraska is hereby authorized to apply for a \$50,000 grant request from the United States Tennis Association ; and

The Mayor is hereby authorized and directed to execute documentation on behalf of the City of Grand Island for such process.

- - -

Adopted by the City Council of the City of Grand Island, Nebraska, March 24, 2015.

Jeremy L. Jensen, Mayor

Attest:

RaNae Edwards, City Clerk

Approved as to Form	☐ _____
March 20, 2015	☐ City Attorney