

2024 CTA Rewards Criteria

| Programs List |
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| USTA Sanctioned event/tournament |
| NJTL Program |
| Ladder Program |
| USTA JTT Program |
| USTA Adult League Program |
| USTA Junior Circuit Tournament/program |
| A minimum of two Try Tennis (or Try Match or Try Play) sessions per year |
| Runs/Assists with Abilities Tennis programs |
| Runs/Assists with Wheel Serve Tennis programs |
| Runs/Assists with other Adaptive Tennis programs |
| Growth Program |
| Additional Other Programming |

| Bronze (10/11) | Supporting Documentation/Info |
|---------------------------------------|--------------------------------------|
| USTA Organizational Member | Memmmbership number |
| USTA Registered CTA | |
| Incorporated with Secretary of State | Federal Tax ID/EIN Number |
| Filed a 990 | |
| Have a copy Articles of Incorporation | |
| Submitted By-Laws | Copy of Bylaws |
| Submitted a list of Board Members | List of Board Members |
| Signed a MOU | |
| CTA Representation at CDW or TW | |
| Do you have a serve tennis account | |
| Has Mission Statement | CTA Mission Statement |

| Silver (13/16) | Supporting Documentation/Info |
|--|--------------------------------------|
| Provide Annual Financials (Budget & Balance Sheet) | Copy of Balance Sheet and Budget |
| File for or have nonprofit status with IRS | |
| Hold BOD meetings with recorded meeting minutes min 3x per year | |
| Have a recruitment process for BOD/committee members/volunteers | |
| Have written job descriptions for BOD/committees | |
| Run 1-2 USTA programs (from list above) | |
| Purchase liability insurance | |
| Submit Community Growth and Participation Grant (CGPG) application | |
| CTA has at least 2 working committees | Names of Committees |
| Meet with parks and recreation leadership | |
| Has current and updated social media channels | Social Media Handles |
| Host 1-2 National Tennis Month (NTM)Programs | |
| Host 1-2 Fall Tennis Fest (FTF)Programs | |
| Board Members sign a Confidentiality Agreement | |
| Board Members sign a Conflict of Interest Agreement | |
| Staff and appropriate volunteers are Safe Play Approved | |

| Gold (13/16) | Supporting Documentation/Info |
|---|--------------------------------------|
| Defined BOD Succession plan | |
| Registration for any programs on serve tennis | Name(s) of program(s) |
| Take Part in a Community Wide event run by another organization. | Name of Event |
| CTA has at least 3 working committees | Names of Committees |
| Run 3-4 USTA programs (from list above) | |
| CTA website maintained | Website address |
| Attend and speak at city/town council meeting (or equivalent) | Summary of what you spoke about |
| Published a DE&I statement | Copy of statement |
| Distributes a CTA newsletter | |
| Participation in 2-3 industry run webinars (USTA, TIU, PTR, Chat n Chill) | Subject matter of webinars |
| Has 2 or more CTA members (staff/BOD/volunteers) on a USTA NC Committee | |
| Hosted a Community Coach Training | |
| Host 3-4 National Tennis Month (NTM)Programs | |
| Host 3-4 Fall Tennis Fest (FTF)Programs | |
| Provide a report to USTA NC Area Director biannually | |
| Purchased Directors & Officers Insurance | |

| Platinum (10/13) | Supporting Documentation/Info |
|--|--------------------------------------|
| Sponsor/host/run a charitable event | Name & Date of event |
| Run 5+ USTA programs (from list above) | |
| Donates equipment to area schools/community organizations | |
| Current CTA staff/BOD/volunteer on a USTA Southern Committee | Name |
| Current CTA staff/BOD/volunteer on a USTA National Committee | Name |
| Creates sponsorship/fundraising campaigns | |
| Provides a local scholarship program | |
| Is a Community Partner (through Net Generation) with a local school | Name of school |
| Has a DEI Committee | |
| Hosted a Level 1 Coaches Training | |
| Has Strategic Plan written or updated within last 3 years | |
| Plan to develop a diverse BOD that mirrors the defined service area by 20% | |
| Participation in 4+ industry run webinars (USTA, TIU, PTR, Chat n Chill) | Subject matter of webinars |