

## **Q/A from Enrollment Webinar 1/7/2021**

**Q34. For any MOU the Organization may have or is there a specific you are requesting?**

USTAF: For any of the organization related to the options listed as potential responses in Q34 - such as School District/School, College/university, Other Community Partners (non-profits, law enforcement), military, Park & Recreation, City/Municipal/Town Government (other than Park & Recreation), Health/Wellness Institutions.

**Q35. Parent Organization - If you are a NJTL under a CTA, is the CTA considered your parent company or are you just classified as a CTA/NJTL?**

USTAF: CTA is a category of USTA Organization Membership. NJTL enrollment is the process conducted by the USTA Foundation to ensure organizations granted admission meet the charitable mission and purpose we seek. This is a gray area given the many different models and combinations of CTA/NJTL. For the purpose of this enrollment please answer as the combined entity CTA/NJTL.

**Q39-55. Parent Organization - Are these answered for our organization (We're part of a YMCA) or just NJTL chapter?**

USTAF: If your NJTL organization/program/chapter is part of a larger parent entity, such as an YMCA, only report on the NJTL portion of your program.

**Q47-48. Debt - I assume that if we have a PPP loan that has not yet been forgiven, you don't want us to show that as debt although we are legally required to until it's forgiven.**

USTAF: PPP Loan is a type of debt in the choices, please include in your response if applicable.

**Q51. Operating Reserves - When you say Revenue, do you also mean donations or ongoing grants?**

USTAF: The purpose of this question is to provide an approximation of how long your organization could continue to provide programming, keep doors open and continue operating if no other dollars came in and you wished to continue to operate in the same manner you are today. Considering your organization's current financial situation at the

time of filling out the enrollment survey, if no other grants, donations or other funding came in, how long could you sustain your organization.

**Q51. Operating Reserves - Are you asking from today on, or assuming we have all scheduled programs and whatever, THEN what reserve do we have left over? (I think we usually calculate our reserve based on end of next year after all projected expenses have been paid out)**

USTAF: If you continued at your current monthly burn rate of X\$ per month, given the amount of reserves you have that are available for use (assuming you have) how many months could you sustain organization with current programming and operations.

**Q52 & Q53. Parent Organization's Gross Revenue vs. your NJTL Only Gross Revenue - What is the difference between these 2 questions?**

USTAF: Some NJTL organizations are part of a much larger entity. For example in one instance an NJTL is part of a \$250M park and recreation department but their NJTL Only revenue is \$250k.

Also of note, this question is only displayed if you select yes to being a part of a Parent Organization in a prior question.

**Q58. SAFE PLAY - What date should be used for the safe play? I have 3 dates when I check my status? "Safe Sport Training" "Safe Play Policy" and "NCSI Background Check"**

USTAF: Please populate the template based on staff as of 1/1/21. There are three requirements in total that indicate what date an individual is SafePlay approved through. When using [this link](#), it will provide you a singular date.

**Q58. SAFE PLAY - Just confirming and assuming, but our staff that has virtual contact with youth only need to be Safe Play approved as well?**

USTAF: Any staff, volunteer or other adult affiliated with your organization that falls within the requirements that trigger SafePlay must go through the process, including those who work with you virtually.

You may use -

<https://www.usta.com/en/home/safe-play/search-for-a-tennis-provider.html>.

**Q76/77. When you refer to "coaches" is that specifically for the Tennis portion or do you include academic coaches also ?**

USTAF: This question is located in the tennis programming portion of the questionnaire so please only include the breakdown of your on-court tennis coaching staff members. We understand some may play dual roles, but please only record tennis coaches in this section.

**Q89-90. Participant Demographics/NJTL Youth Breakout - How do we answer when kids cross over? They play in after school and then come to an event? Where do you want them counted?**

USTAF: Please count a participant in the category type where they had the most engagement with your organization.

**Q89-90. Participant Demographics/NJTL Youth Breakout - I think Q.90 asked for a breakdown of 2019 #'s. Are we not reporting on 2020 #'s?**

USTAF: Yes, this enrollment is focused on your organization's activities in 2020, however for this particular question, given COVID impacts in 2020, we want to know what this breakout would be in a "normal" non-COVID year, in this instance, 2019.

**Q89-90. Participant Demographics/We track by School year and summer. Is it okay to estimate for 2020 using our 2019-2020 school year and 2020 camp?**

USTAF: Yes, this approach is acceptable.

**Q91. Demographics - Demographics of staff and students: how to categorize mixed race -- "other"?**

USTAF: Please count as "other".

**Q91. Demographics - Are you all having participants self-identify their demographics in some way, or are you just sort of ... answering for them? Our organization doesn't ask or collect this information, so how should we answer the demographic question?**

USTAF: Please use your best estimate to fill in a response.

**Q78. Coaches Trainings - Can links be provided for these training courses? And is there a one-page listing of all courses (with links) recommended and/or mandatory to be a NJTL coach that we can give to prospective coaches and volunteers**

USTAF: Please see link to Coach Youth Tennis Online Modules 1-7 [here](#)

Please visit to find out more about USTA's coaching requirements and levels, note additional information is forthcoming. Click [here](#).

**Q78. Coaches Trainings - If we are current in CPR and didn't have to complete in 2020, we should count correct?**

USTAF: This question asks did any of your coaches complete any of the following in 2020, including CPR training - we are not asking if you a coach is current or not. The new coaching certification requirements will outline as an example how often these trainings such as CPR or other required courses will need to be completed.

**Q69 and 86. Dosage of Tennis/Education - Are you referring to dosage for an average unique student per week or the total amount of programming we offer on an average week. Assuming by student, but clarify please**

USTAF: Yes, the intent is the average per student per week. We know your organization might offer higher dosages during different times of the year but on average of those options which best describes your organization.

### **SURVEY OPERATIONAL ITEMS**

Will it automatically save progress for you regardless of what computer/device you are using, or do you need to use the same device?

USTAF: Automatically saves progress regardless of what device you are using; the link is what tracks the progress, so as long as you have the same specific link, you are set.

Can we start and stop the application (and return) or do we have to fill it out all at once?

USTAF: You are able to start and stop the application. The application saves automatically, up to the latest full "survey page" you have completed.