STATE OF MICHIGAN
DEPARTMENT OF
LIFELONG EDUCATION, ADVANCEMENT, AND POTENTIAL
LANSING

GRETCHEN WHITMER
GOVERNOR

MICHELLE RICHARD
ACTING DIRECTOR

July 9, 2024

Rebecca Johnson
Todd Martin Youth Leadership
1220 W. Kalamazoo Street
Lansing, MI 48915

RE: Application #: CD330418471
TMYL Summer Tennis & Leadership Program
1220 W. Kalamazoo Street
Lansing, MI 48915

Dear Applicant,

Attached is the Original Licensing Study Report for the above referenced facility. The study has determined substantial compliance with applicable licensing statutes and administrative rules. Therefore, original PROGRAM license has been issued.

Please review the enclosed documentation for accuracy and contact me with any questions. In the event that I am not available, and you need to speak to someone immediately, please contact the Grand Rapids licensing unit at (616) 356-0100.

Sincerely,

Jarrah Buch-Price

Jarrah Buch-Price, Camp Consultant
Camp Licensing Unit
Unit 13, 7th Floor
350 Ottawa, N.W.
Grand Rapids, MI 49503
269-615-6200

CAMP ORIGINAL LICENSING STUDY REPORT

Michigan Department of Lifelong Education, Advancement, and Potential

IDENTIFYING INFORMATION

PROGRAM License Number	PROGRAM (Camp) Name		Application Date		
CD330418471	TMYL Summer Tennis & Leadership Program		05/09/2024		
PROGRAM Phone Number	**PROGRAM Applicant Address**		**City**	**State**	**Zip**
(517) 483-4021	1220 W. Kalamazoo		Lansing	MI	48915
SITE License Number	**SITE Name**	**Camp SITE Address**	**City**	**State**	**Zip**
SD330308564	Letts Community Center	1220 W. Kalamazoo	Lansing	MI	48915
Camp SITE Telephone	**Applicant/Licensee Designee Name**		**E-Mail**		
(517) 483-4311	Rebecca Johnson		rebecca.johnson@tmyl.org		

Is the PROGRAM applicant the same as SITE Applicant/Licensee?
☐ Yes ☒ No

Terms: Gender: Both Capacity: 40
From Age: 5 To Age: 13

PROGRAM Type
☒ Day ☐ Residential ☐ Troop ☐ Travel ☐ Adult Camp

Camp SITE Type
☒ Day Site ☐ Residential Site

METHODOLOGY

05/09/2024	Enrollment
05/15/2024	Application Incomplete Letter Sent: comprehensive background clearance requested for director
05/15/2024	Contact - Document Sent: field incomplete letter sent.
05/22/2024	Contact - Document Received: policies & procedures received.
05/30/2024	Contact - Document Sent: written policy review sent with technical assistance.
05/31/2024	Inspection Completed On-site
06/03/2024	Contact - Document Received: updated policies & procedures received.
06/04/2024	Contact - Document Received: comprehensive background clearance received for director
06/06/2024	Contact - Document Sent: written policy review sent, policies approved.
06/06/2024	Inspection Completed-BCAL Full Compliance

DESCRIPTION OF FINDINGS

A. SITE DESCRIPTION

Outdoor	☐ Acreage:	☒ Water Supply: Public	☒ Sewage: Public	Bodies of Water: ☐ Lake(s) ☐ River(s) ☐ Pond(s) ☐ Pool(s)		☐ Other:	
Indoor	Sleeping ☐ Dormitory ☐ Cabins ☐ Tents ☒ None	Dining ☐ Dining Hall ☐ Outdoor	Health Area ☐ Center ☐ Office ☒ Isolation	Activity Area(s) ☐ Classrooms ☐ Craft Rooms ☒ Gym ☒ Multipurpose ☐ Indoor pool(s)	Bathroom(s) ☒ Indoor ☐ Portable ☐ Accessible	Fire Safety: QFI N/A	Env. Health: EHI: N/A
High Adventure	Aquatics ☐ Swimming ☐ Sailing ☐ Canoe/kayak ☐ Waterskiing ☐ Tubing ☐ Waterslide	Target ☐ Archery ☐ Riflery ☐ Other:	Trail Sport ☐ Biking ☐ Horseback ☐ Go Carts ☐ Other:	Adventure ☐ Low Obstacle ☐ High Ropes ☐ Rappelling ☐ Climbing ☐ Zipline ☐ Gymnastics	Travel ☐ Day Trips ☐ Overnight Off-site	Other: ☒ Tennis ☐ Winter Sports: ☐ ☐	

Findings: The camp program is hosted at the license campsite Lett's Community Center (SD330308564). The campsite facility includes four tennis courts, bathrooms, gymnasium, multi-purpose rooms and shaded greenspace. The facility is appropriate to host this childrens's day camp program.

B. PROGRAM DESCRIPTION

Operation	Days and Times of Operation: The camp offers two half day session specific to the campers age for nine weeks during the summer.
Staffing	Adult Staff to Camper Ratio: The adult to camper ratio is 1 to 10.

Training	Staff Training Content Covers: ☒ proper supervision ☒ program development for age groups ☒ behavior management ☒ child protection ☒ plans for emergencies, rain, and regular camp operations. Proposed Staff Training Hours (3 hours per week of service): ☒Yes ☐No

Findings: TMYL builds foundational tennis skills and uses tennis to teach social emotional, leadership and life skills. The camp activities will include tennis instruction and weekly themed curriculum focused on nutrition, exercise, mindfulness, teamwork and goal setting. The children's camp program meets applicable licensing rules for children's day camp.

C. RULE/STATUTORY VIOLATIONS

The camp PROGRAM were found to be compliant with statute and administrative rules.

RECOMMENDATION

I recommend issuance of an original PROGRAM license to this day children's camp.

Jarrah Buch-Price	Jarrah Buch-Price	7/1/2024
Consultant's Signature	Printed Name/Licensing Consultant	Date
Richard Lower	Richard Lower	7/2/2024
Approved By:	Printed Name/ Manager	Date

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