Blueprint for Reopening Private Clubs
A Compendium of Resources and Guidance
Introduction
The National Club Association’s (NCA) Blueprint for Reopening Private Clubs provides private clubs with direction and guidance to safely reopen. This is a compilation of shared resources across numerous industries that NCA has collected and disseminated through our Coronavirus Resource Center, which is sponsored by the NCA Foundation.

The Blueprint provides a collection of the best resources in one document organized by club departments, facilities, programs and operations categories. The primary federal COVID-19 resources and guidance, as well as state-related links, appear at the end of the list.

The White House, utilizing the CDC and advice of public health experts, has proposed a three-phase approach to reopening America, however, be aware that these guidelines are subject to your state and local governments’ rules and recommendations. Reopening clubs will vary based on geographic location, readiness and type of club. Your local club chapter may also provide joint resources and guidelines for fellow clubs.

The Blueprint for Reopening Private Clubs is a component of NCA’s comprehensive COVID-19 crisis response initiative, which includes the Coronavirus Town Hall Webinar Series and advocacy work to provide relief to private clubs. Access to recordings of NCA’s reopening webinars appear at the end of this document. All NCA past webinars are available here.

For more information regarding the coronavirus and crisis support, please visit the NCA Coronavirus Resource Center at nationalclub.org/coronavirus and sign up for NCA’s COVID-19 Club Update for the latest news and updates. Working together, we can all support clubs to reopen safely.
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CLUBHOUSE

Considerations for Reopening a Club Post COVID-19, CMAA
Considerations for Reopening a Clubhouse, CMAA
The Visionary Project: Best Practices & Business Protocols in the Aftermath of COVID-19, Conn. Ch. of CMAA
Private Clubs & Moving Past COVID-19: Reopening Considerations, HFTP
4 Steps to Reopening Your Business Safely, US Chamber of Commerce
Reopening: Guidance for Small and Medium Sports and Entertainment Venues, AIHA
Getting Back to Business: Supply Chain Guidance, Avendra

EVENTS

Public Health for Mass Gatherings: Key Considerations, World Health Organization

FITNESS FACILITIES/LOCKER ROOMS

COVID-19 Reopening Fitness Facilities and Return to Play Resources, American College of Sports Medicine
Cleaning Protocols and Resources for Fitness Centers, Zogics Clean Guide
The Three Stages of COVID-19 for Health Clubs, Club Industry
Fitness Centers: A Guide to the Grand (re)Opening During the COVID-19 Pandemic, 1000 Hills Fitness
18 Safety Considerations for Your Health Club Reopening Plan, IHRSA
Reopening Guidance for Gyms and Workout Facilities, AIHA

FOOD & BEVERAGE

CDC releases guidelines for reopening restaurant dining rooms and bars
Best Practices for Retail Food Stores, Restaurants, and Food Pick-Up/Delivery Services During the COVID-19 Pandemic, U.S. Food & Drug Administration
COVID-19 Guidance for Restaurants & Beverage Vendors Offering Takeout or Curbside Pickup, OSHA
Restaurant Reopening Guide, National Restaurant Association
Recovery Blueprint, National Restaurant Association
Bar Industry Guidelines, American Industrial Hygiene Association
Getting F&B Back to Business: Guest Safety Above All, Hotels
GOLF
Back2Golf Reopening Resources, GCSAA
Back2Golf: Guidelines for Opening Up the Golf Course During COVID-19, GCSAA
Back2Golf: Reopening the Golf Course Amid Coronavirus Concerns, GCSAA
Back2Golf Operations Playbook (Version 3.0), Amateur Competitions and Jr. Programming, We Are Golf
Impacts on Golf, National Golf Foundation
Course Updates by State, Golf Advisor
How to Sanitize Your Golf Equipment, Club + Resort Business

GOVERNANCE
Sample Coronavirus Planning Framework, GGA Partners
COVID-19 Relief Management for Boards, RSM
Club Annual Meetings in Time of COVID-19, Greenberg Traurig
Virtual Board Meetings, BoardSource
Going Virtual Fast & Well, BoardSource
The Framework for a Strategic Response to COVID-19 Crisis, Club Benchmarking
Thoughts on Private Club Finances and the COVID-19 Pandemic, Club Board Professionals
Finance Items to Consider When Managing Club Cash Flow During COVID-19, Condon, O’Meara, McGinty & Donnelly, LLP
The Heart of Resilient Leadership: Responding to COVID-19, Deloitte
Eight Steps for Managing Through Tough Times, Bridgespan Group
In Times of Crisis, Customized Communication is Key, GGA Partners
Crisis Communications: Four Things Your Board Needs to Know, BoardSource
What Nonprofit Board Members Should Be Doing Right Now to Address the COVID-19 Situation, BoardSource
Leading Through a Crisis, BoardSource
HOUSEKEEPING & DISINFECTING PRACTICES

- CDC’s Reopening Decision Tree Guide for Employers
- CDC Coronavirus Resource Center for Businesses and Workplaces
- CDC Interim Guidance for Businesses and Employers (Updated May 2020)
- CDC Guidance for Cleaning and Disinfecting Workplaces and Businesses
- CDC FAQs: Reducing the Spread of COVID-19 in Workplaces
- CDC FAQs: Healthy Business Operations
- OSHA Guidance for Preparing Workplaces for COVID-19
- World Health Organization’s Get Your Workplace Ready for COVID-19
- New OSHA Guidance for Reopening Various Businesses and Enforcement Guidance, OSHA
- The EPA registered disinfectant products COVID-19 Disinfectant List
- Ready to Reopen: A Playbook for Your Small Business, US Chamber of Commerce
- Back-to-Work Safely, American Industrial Hygiene Association
- Recovery Readiness Roadmap, Cushman & Wakefield
- COVID-19 Resource Center, International Facility Management Association
- Workplace Cleaning for COVID-19, AIHA
- Employer and Laundry Guidance, TRSA
- Linen FAQs, TRSA
- COVID-19 Cleaning, Disinfecting and Maintenance Guide, Club Car

LODGING

- ALHA’S COVID-19 Operations FAQs
- ALHA’S COVID-19 Legal & HR FAQs
- Stay Safe: Enhanced Industry-Wide Hotel Cleaning Standards, American Hotel & Lodging Association
- Leading Global Protocols for the New Normal: Hospitality, World Travel & Tourism Council
MARINAS
State Marina COVID-19 Reopening Guidelines, National Marine Manufacturers Association
Best Practices in Marina Operations During the Reopening of the Economy, Association of Marine Industries
Guide to Operating your Boat Business Safely, Marine Retailers Association
Guidance for Junior Sailing Programs During the COVID-19 Pandemic, US Sailing

POOLS
Guidance for Reopening Buildings After Prolonged Shutdown or Reduced Operation, CDC
Considerations for Public Pools, Hot Tubs, and Water Playgrounds During COVID-19, CDC
Scientific Advisory Council Answers on COVID-19 and Aquatics, American Red Cross
Maintaining Public Aquatic facilities, Pool and Hot Tub Alliance
Reopening Guidance, Pool and Hot Tub Alliance Flier
Covid-19 Pool And Spa Guidance, BioGuard

RETAIL
Retail Recovery Playbook, AGM
Operation Open Doors, National Retail Federation
Reopening: Guidance for the Retail Industry

SPAS
Spa Reopening Toolkit, International Spa Association
Reopening: Guidance for Hair & Nail Salons, AIHA

SPORTS FIELDS AND PARKS
Road to Recovery: Healing Through Sports, SportsTurf
Tennis
Tennis Industry United, USTA
COVID-19 Updates, USTA
How Do You Sanitize Tennis Balls? (video)

Workforce

U.S. Department of Labor
Actions to Help Workers During the Pandemic
U.S. Department of Labor Issues COVID-19 Relief & Guidance for Employee Benefit Plans
Unemployment Insurance Guidance and FAQs
Guidance for Workers & Employers Explaining Paid Sick Leave, Expanded Family & Medical Leave Benefits
COVID-19 or Other Public Health Emergencies and the Fair Labor Standards Act Q & A
COVID-19 or Other Public Health Emergencies and the Family and Medical Leave Act Q & A
COVID-19 Frequently Asked Questions
Workplace notice for employees’ rights under the Families First Coronavirus Response Act
COVID-19 or Other Public Health Emergencies and the Family & Medical Leave Act Q & A

Other Workforce Resources
OSHA, Wage/Hour, and FMLA Guidance Addressing COVID-19
What You Should Know About COVID-19 and the ADA and Other EEO Laws, EEOC
Standardized Employee Screening Questionnaire, US Chamber of Commerce Spanish version
Getting F&B Back to Business: Focus on Employees
H-2B Coronavirus Impacts FAQ Pabian Law (updated May 29)
Caddie Services Report, Western Golf Association
Youth Caddie Program, Western Golf Association
YOUTH PROGRAMS/CAMPS
- Considerations for Youth and Summer Camps, CDC
- Opening Camps Decision Tree, CDC
- Childcare Programs During the COVID-19 Pandemic, CDC
- Field Guide for Camps on Implementation of CDC Guidance, American Camp Association and YMCA of USA
- Childcare Centers Guidelines, American Industrial Hygiene Association
- Reopening Guidance for Amateur Sports, AIHA

FEDERAL RESOURCES
U.S. CENTERS FOR DISEASE CONTROL AND PREVENTION (CDC)
- Coronavirus (COVID-19)
- COVID-19 General Business FAQs
- Guidance for Childcare Programs
- Guidance for Cleaning & Disinfecting
- Reopening Guidance for Cleaning & Disinfecting Public Spaces, Workplaces, Businesses, Schools, and Homes
- Gatherings and Community Events - Ongoing Mitigation Guidance
- Community Mitigation Strategies
- Gatherings and Community Events - Communications Resources
- Parks and Recreational Facilities - Considerations for Public Pools, Hot Tubs & Water Playgrounds During COVID-19
- Contact Tracing: Part of a Multipronged Approach to Fight the COVID-19 Pandemic

U.S. ENVIRONMENTAL PROTECTION AGENCY
- Coronavirus (COVID-19)
- Information on Maintaining or Restoring Water Quality in Buildings with Low or No Use
- Disinfectant Use and Coronavirus (COVID-19)

U.S. FEDERAL FOOD AND DRUG ADMINISTRATION
- Food Safety and the Coronavirus Disease 2019 (COVID-19)
- Best Practices for Retail Food Stores, Restaurants, and Food Pick-Up/Delivery Services During the COVID-19 Pandemic
OSHA
COVID-19 Webpage
Downloadable OSHA Poster for Workplaces – COVID-19 English | Spanish
Guidance on Preparing Workplaces for COVID-19

THE WHITE HOUSE
Guidelines: Opening up America Again

STATE & LOCAL RESOURCES
COVID-19 State Reopening Guide, MultiState
COVID-19 State and Local Policy Dashboard, MultiState
State-Specific Guidance, US Chamber of Commerce
National Association of County & City Health Officials
Locate Your Local Public Health Department

ADDITIONAL RESOURCES FROM NCA
NCA REOPENING WEBINARS
Getting Members on Board with the New Rules - aired 6/5
Reopening Racquet Sports at Private Clubs - aired 5/28
Summer Youth Camps 2020 - aired 5/20
Reopening Club Pools and Fitness Centers - aired 5/19
Technology Helping Clubs Get Closer to Business as Usual - aired 5/14