



# YHEC

YOUTH HUNTER EDUCATION CHALLENGE





**NRA**  
**YHEC**  
YOUTH HUNTER EDUCATION CHALLENGE  
**GUIDEBOOK**

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**NRA**®

NRA Staff are available to assist each event host with their program development and logistics:

Call (800) 492-4868 Option 3 or email [YHEC@nrahq.org](mailto:YHEC@nrahq.org)





# Welcome!

**N**RA's Youth Hunter Education Challenge (YHEC) provides a fun environment for kids to improve their hunting, marksmanship and safety skills. Through its simulated hunting situations, live fire exercises, educational and responsibility events, YHEC helps build upon skills learned in basic hunter education courses and encourages safer, lifelong hunting habits.

From rifle, bow and muzzleloader shooting at life-sized targets, to wildlife identification, map and compass orienteering and more, YHEC participants can get hands-on training in eight skill areas, giving them expertise in all methods of take and all types of game.

This guidebook is intended to provide a starting point that will assist hosts in the planning of a YHEC event, encouraging further development of existing skills for youth hunters.

ALL PHOTOS BY NRA



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## Event Planning/Guidelines

**N**RA YHEC events can occur anytime during the calendar year and the host can determine the duration of the event, whether it will be over a single day or multiple days. YHEC at the local level is a basic introduction for youth who are interested in hunting. State YHEC events are at an intermediate/advanced level and require youth to have completed a State Hunter Safety Course or the NRA Online Hunter Education Course.

For the event to qualify as an Official NRA YHEC, the event **MUST** include at least one shooting, one responsibility event and be registered with the NRA.

**To register your event, visit [YHEC.NRA.org](https://www.nra.org/yhec) and fill out the Online Registration Form as well as the Materials Request Form.**

## Facility

**T**o find a facility to host your YHEC event, contact local clubs with shooting range facilities. Private property with appropriate space for live-fire is also a good option. When considering possible venues, remember that the program can be tailored to fit your venue and that only two events are required to qualify as an official YHEC event. For a list of clubs in your area contact NRA Clubs at 800-NRA-CLUB (672-2582) or email [clubs@nrahq.org](mailto:clubs@nrahq.org)

**4** YHEC Guidebook

The YHEC program is flexible in the sense that the guidelines can be adjusted according to your audience and shooting range limitations and/or restrictions. Reasons for modification may include but are not limited to:

- Facility range limitations
- Local and/or state laws and regulations
- Host organization's facility rules
- Safety concerns

Remember when establishing guidelines and setting up shooting events, safety is the first and foremost concern.

Important considerations when selecting facilities are:

- Adequate space for the expected numbers of YHEC participants
- Available accommodations for desired events
- Access to basic essentials (shelter, drinking water and restrooms). You may consider renting tents, canopies and portable toilets as alternatives

## Event Activities

It's always recommended to start a YHEC program with just a few events and build on the program in the coming years. Event selection should be based off the available range facilities and event area limitations, the number of volunteers that can be recruited for the program, expected participant numbers, and the equipment required for each event activity. YHEC events must feature at least one of the following Responsibility Events AND one of the following Shooting Events:

### RESPONSIBILITY EVENTS:

**Online Hunter Responsibility Exam:** Test participants on their knowledge of ethics, responsibility, landowner relations, conservation, and other topics. This course is for all local/state level YHEC programs and will fulfill the Responsibility Exam activity for each participant. Certificate of Completion for this Exam should be printed and provided to your YHEC Coordinator prior to the event. Visit <https://nra.yourlearningportal.com/Courses/NRA-YHEC-Hunter-Responsibility-Exam> to get started.

**Hunter Safety Trail:** Set up 3-5 stations where participants walk a course demonstrating their skills in safe firearm handling. Stations can include how to cross a fence safely, shoot/do not shoot situations, zones of fire or anything that hunters may encounter.

**Orienteering:** Test participants on their knowledge of map and compass reading, distance pacing and navigating a course only knowing the compass bearing and distance.



**Wildlife Identification:** Utilize one or any combination of flash cards, slides, still pictures, mounted animals and/or parts of animals within your state or North America to test participants on identifying the correct wildlife.

### SHOOTING EVENTS:

**.22 Rifle:** Create or use existing rifle or pistol ranges for up to 5 shooting positions and allow the participants to shoot at a large paper target (NRA life size animal targets or any large paper target) at varying distances up to 75 yards. Participants may utilize any of the 4 shooting positions or shoot from the bench position. Number of shots should be between 10-30 per shooter.

**Shotgun:** Create or use an existing trap field setup for up to 5 shooting positions and allow the participants to shoot from approximately the ten yard line, throwing only single targets. Number of shots should be between 10-30 per shooter using a 12 gauge or smaller shotgun.

**Muzzleloading:** Create or use existing rifle ranges or pistol ranges (if the club will allow muzzleloaders on the pistol range) for up to 5 shooting positions and allow participants to shoot at a large paper target at varying distances up to 75 yards. Participants may utilize any of the 4 shooting positions or shoot from the bench. Number of shots should be between 5-15 per shooter.

**Archery:** Create or use existing archery ranges or 3D courses for up to 5 targets and allow the participants to shoot at a large target at short distance up to 15 yards. Number of shots should be between 10-30 per shooter.

Combining responsibility events is an effective way to manage time and limited volunteers, below are a couple of examples:

- On either the Hunter Safety Trail or Orienteering event include the Wildlife Identification event where participants would identify animal pictures, animal mounts, hides, bird feathers or any animal part at each station or between stations.
- On the Orienteering event include a Hunter Safety Trail where participants would not only negotiate the course but would also demonstrate safe firearm handling skills as well.

# Equipment

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**Y**HEC events require some basic materials to operate which hosts can find below. The NRA will also provide additional incentive program materials at no cost to YHEC events. Refer to Appendix 3 for the YHEC Materials Order Form or download at [YHEC.NRA.org](https://www.nra.org/yhec-materials-order-form).

## Safety Orientation

- NRA Gun Safety Rules
- Brochures
- Safety briefing
- Event schedule
- Participant assignments
- Event location map

## General Equipment

- Event signs
- Eye protection (safety glasses)
- Hearing protection
- Staple gun/staples
- Clipboards
- Pencils
- Restrooms
- Water
- Trash receptacles
- Tables & chairs
- First aid kit
- Score cards
- Scoring envelopes
- Shooting range rules poster
- File boxes
- Stat sheets
- Office supplies

## Armory

- Gun racks
- Firearm identification tags
- Bow racks
- Pencils & paper
- Participant list
- Sign in/sign out sheet

## Rifle & Shotgun Events

- Ammunition
- Targets
- Target backers
- Gun racks
- Extra rifles/shotguns
- Clay targets

## Muzzleloading Event

- Targets
- Target backers
- Loading tables
- Rifle racks
- Black powder or equivalent
- Patches for loading/cleaning
- Muzzleloading bullets
- Lube for loading
- Tool kit
- Extra muzzloaders

## Archery Event

- Targets
- Archery target backers
- Extra bows and target arrows
- Archery accessories

## Online Hunter Responsibility Exam

Visit <https://nra.yourlearningportal.com/Courses/NRA-YHEC-Hunter-Responsibility-Exam>

## Hunter Safety Trail Event

- Life size game targets (paper or 3-D)
- BB guns (no ammunition allowed on course)
- Gun racks
- Posted signs

## Wildlife Identification Event

- Wildlife mounts, skulls, furs
- Photographs
- Flash cards

## Orienteering

- Compasses
- Stakes
- Ribbon

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# Volunteers

**V**olunteers are vital to the success of a NRA YHEC event. It takes several volunteers to handle registration, track participant scores, manage logistics, etc. The number of events included in your YHEC should be adjusted based on your number of committed volunteers. Volunteers can be recruited from state hunter education instructors, sponsoring organizations, host organizations, NRA affiliated clubs, 4-H, FFA, Boy Scouts of America and other

youth, sportsmen, or shooting sports organizations. NRA State Associations and Hunter Education Administrators have a tremendous amount of experience in conducting similar activities and may be willing to assist you in planning and/or conducting your YHEC event. NRA Field Representatives ([www.friendsofnra.org](http://www.friendsofnra.org)) are also a good resource to help you recruit volunteers who may be interested in participating.

## Safety

**W**hen conducting a NRA YHEC event you will want to make sure all participants go through a safety briefing. The safety briefing should be about 5 minutes long and reference the 5 standard Range Safety Briefing Steps:

### 1. Introduction to Shooting Events

- a. Introduce yourself and the staff overseeing shooting events
- b. Inform all shooters what occurs before, during, and after live fire
- c. Reminder - This event will attract inexperienced and intermediate shooters

### 2. Range Layout and Limits

- a. Introduction to the layout of the range and course (course may vary, based on location)
- b. Point out where the spectator area is located
- c. Instruct shooters of the range holding area where participants can wait for their turn to shoot
- d. Demonstrate how to properly operate each firearm

### 3. Range Safety Rules

- a. **ALWAYS** keep the gun pointed in a safe direction
- b. **ALWAYS** keep your finger off the trigger until ready to shoot
- c. **ALWAYS** keep the gun unloaded until ready to use

## Marketing

**A**dvertisement and promotion can play a key role in the success of your YHEC program and is essential in getting participants, coaches, volunteers and organizations involved. Start early to make sure that your club members and the surrounding public know about the upcoming event. Email club members, post the event flyer on your club bulletin board, contact your local newspaper,



### 4. Firing Line Commands

- a. Start and stop firing commands
- b. Firearm stoppages and gun malfunctions

### 5. Emergency Procedures

- a. In the event of an emergency, all shooting must cease
- b. All staff must be aware of the emergency plan

Having an emergency plan and being prepared is critical to the event. If your club or range does not have a first aid kit, one should be purchased and placed in a centrally located area that is accessible to everyone. You may also choose to have a designated first aid station or ask a local Rescue Squad to send a trained paramedic to your event for the day if none of your instructors or volunteers are first aid or CPR certified. If your range or club does not have an emergency plan already in place, all staff and volunteers should review the steps for responding to an emergency found in the NRA Range Safety Officer study guide. Emergency plans should include designated areas for shelter in the event of weather-related emergencies. All staff and volunteers should be aware of the emergency plan as well as the location of your first aid kit and/or the people responsible for administering first aid.

post flyers at local grocery stores, sportsmen's clubs, guns shops, malls, sporting goods stores, and also post the event on your club's Facebook page or other social networking sites.

Once your event has qualified as an Official NRA YHEC event, the date and point of contact will be published on NRA's website at <https://yhec.nra.org/>

## Attendee Registration

**P**articipants, coaches and volunteers are required to complete registration forms to participate in YHEC. Entry requirements should include a registration deadline. Although pre-registration is encouraged, NRA recommends allowing on-site registration. Recommended entry requirements for YHEC programs are:

- All youth (boys and girls ages 18 and under) must have a sponsoring adult present at all YHEC activities.
- All participants in State Level YHEC events must have completed a hunter education course in North America or NRA Online Hunter Education Course and show proof of having completed the course (photocopy is acceptable). At the local level, hunter education requirements may be waived at the discretion of the event director.

**\*\*Please reference Appendix 1 for a Participant Registration Form.**

Advice from your group's legal counsel should be sought on the development of agreements, releases and other documents pertaining to your event. Depending on the circumstances, this may include a document allowing you to seek medical treatment for a participant if needed. Please view Appendix 2 for a Sample Agreement addressing liability and the use of photos and video. This is merely a sample document and may not be adequate for your circumstances or under your state's laws. Your attorney can provide you with counsel in this area.

## Budget

**A** budget should be established to account for the following expenses: ammunition, targets, specific equipment needed for each event activity, meals, awards, and facilities rental. (Please note that there may be additional expenses outside of those listed).

The NRA provides incentive subsidy payments to registered YHEC events to support their development. Payments are based on the estimated number of participants as they appear on the submitted Event Request Form and in accordance with established rules of the incentive program (\$10 per participant for local events/\$15 per participant for state events).

**\*Note:** The maximum subsidy payment is \$1,500 for local events and \$2,000 for State events.

There are other ways that your program can be funded. Depending on your program size and anticipated budget, it may be necessary to use several resources to fund your YHEC program.

Funding sources include:

- Participant registration fees
- NRA Foundation Grant Funds ([www.nrafoundation.org/grants](http://www.nrafoundation.org/grants))
- Clubs or organizations sponsoring participants
- Local business sponsorships
- Fundraising activities (raffles, merchandise sales, etc.)

## Event Reporting

**A**fter your event concludes you will need to download and fill out the Post Event Report found on the [YHEC.NRA.org](http://YHEC.NRA.org) website. On this form

you will list the event details, volunteers, participants and event winners as well as budget information about your event.





# Appendix 1: Participant Registration Form



## Youth Hunter Education Challenge Registration Form

First Name \_\_\_\_\_ Last Name \_\_\_\_\_

Age \_\_\_\_\_ Date of birth \_\_\_\_\_ Phone \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Email Address \_\_\_\_\_

Clubs/Organizations \_\_\_\_\_

Emergency Contact \_\_\_\_\_

Relationship \_\_\_\_\_ Phone \_\_\_\_\_

Please include the following with your registration form (if applicable):

1. Copy of participant's Hunter Safety Card or NRA Online Hunter Education Course certificate
2. Registration fee

**At the conclusion of your event, please send all complete registration forms to:  
NRA - YHEC, 11250 Waples Mill Road, Fairfax, VA 22030 or [YHEC@nrahq.org](mailto:YHEC@nrahq.org).**

# Appendix 2: Sample Agreement

## RELEASE, WAIVER, AND INDEMNIFICATION AGREEMENT

In consideration for participation in the Youth Hunter Education Challenge (“YHEC”), the undersigned Participant and the undersigned parent or legal guardian of the Participant, if applicable (individually and collectively, the “Undersigned”), agree as follows:

- I. The Undersigned, on behalf of him/herself and the minor child, if applicable, expressly assumes the risk of participating in or attending YHEC which may include, but is not limited to, hunting-related and other outdoor activities and the discharge of firearms and the firing of live ammunition.
- II. The Undersigned, on behalf of him/herself and the minor child, if applicable, agrees to indemnify, defend, and hold harmless, the \_\_\_\_ [Name of your club, organization, etc.] \_\_\_\_\_ (“Sponsor”), the National Rifle Association of America (“NRA”) and any employee, director, officer, contractor, or agent of Sponsor or NRA, and all YHEC coaches, instructors, and similar individuals, whether or not such individuals acted or are acting in a voluntary capacity (individually and collectively, the “Indemnified Parties”) from and against any and all fault, liabilities, costs, expenses, claims, demands, lawsuits, or any other actions or expenses whatsoever arising out of or related to YHEC or any act or omission of the Undersigned. The Undersigned, on behalf of him/herself and the minor child, if applicable, hereby releases and waives all claims of any kind against the Indemnified Parties arising out of or related to YHEC or any act or omission of the Undersigned. This instrument binds the Undersigned and the minor child and the executors, administrators, assignees, and heirs thereof.
- III. The Undersigned hereby irrevocably consents to and authorize the use, publication, and reproduction at any time by the Sponsor, the NRA, and their assigns, of any and all photographs, video, or electronic images, with or without audio, taken of the Undersigned, with or without names, for any use, including composite or distorted representations, promotion, advertising, or any other purpose whatsoever, and the Undersigned hereby waives any claim or right arising out of such use, publication, or reproduction, including but not limited to any right of privacy. This instrument binds the Undersigned and the minor child and the executors, administrators, assignees, and heirs thereof.
- IV. This Agreement and any disputes arising under this Agreement shall be governed by and construed under the laws of the Commonwealth of Virginia, or, if applicable, federal law. The Undersigned agree that all legal proceedings relating to the subject matter of this Agreement shall be maintained exclusively in courts sitting within the Commonwealth of Virginia. The Undersigned hereby consent to and subject themselves to the personal jurisdiction of such courts and agree that jurisdiction and venue for any proceeding arising hereunder shall lie exclusively with such courts, or the U.S. Supreme Court.
- V. The above representations, covenants, and warranties I make on behalf of myself, and, if applicable, the minor child, and any and all guardians and parents of the minor child.

IT IS AGREED:

**PARTICIPANT:**

**PARENT OR GUARDIAN OF THE PARTICIPANT:**

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

# Appendix 3: Material Order Form



## YHEC INCENTIVE PROGRAM MATERIALS ORDER FORM

E-mail, mail or fax (703/267-1011) form to: NRA – Outdoor Recreational Programs Dept., 11250 Waples Mill Road, Fairfax, VA 22030 Telephone orders *will* be accepted. ALLOW 3-4 WEEKS DELIVERY.

SHIP TO:			
Name:			
UPS/FEDX Mailing Address:			
City:	State:	Zip:	Phone: (    )
E-Mail:			

ITEM DESCRIPTION	QTY	DATE REQUIRED	DATE SHIPPED
YHEC Manuals			
YHEC Rules and Regulations – <i>Available online</i>			
YHEC Forms/Applications/Information Packets			
Request to Sponsor a State YHEC Program – <i>Available online</i>			
Event Final Results Bulletin – <i>Available online</i>			
YHEC Books/Brochures/Promotional Materials			
The Hunter's Guide – <i>Available for State YHEC Participants Only</i>			
YHEC Program Brochure			
YHEC Event Promo Mini Poster – <i>Limit 10</i>			
YHEC Targets			
Groundhog			
Rabbit			
Squirrel			
Coyote			
Javelina			
Whitetail Deer			
Other (Max.. - 10 each) - (Indicate): - Bear / Antelope / Red Fox / Mule Deer			
Miscellaneous			
YHEC T-Shirt - Circle Appropriate Size(s):    S            M            L            XL			
Certificate of Participation			
NRA Plastic Bag			
Pencils			
Bumper Stickers			
YHEC Score Books			
Orange Boundary Tape – <i>Limit 2 rolls</i>			



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