

NRA

YOUTH HUNTER EDUCATION CHALLENGE

YHEC



Hunters Training Camp

SINCE
1985

NRA Youth Hunter Education Challenge (YHEC) Guidebook

A Publication of the National Rifle Association of America
Produced by the NRA Outdoor Recreational Programs Department



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For more information, write to:

National Rifle Association,
Youth Hunter Education Challenge,
11250 Waples Mill Road, Fairfax, VA 22030.

NRA Youth Hunter Education Challenge Guidebook

Youth participants all over the country will attend NRA YHEC programs to obtain the extensive, hands-on hunting and outdoors training that they desire. Information contained in this guidebook will clearly define established program requirements and help your club develop their own YHEC program. It is essential that the standards and program objectives outlined within be followed as closely as possible in order to ensure national program conformity.

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YOUTH HUNTER EDUCATION CERTIFICATE

YHEC



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Introduction

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

This guidebook is intended to provide a starting point that will assist sponsors in the planning and scheduling of YHEC activities, as well as help them reach out to new and inexperienced youth hunters, encouraging further development of existing skills. The information contained within this guide can be modified to fit the needs of individual state or local events.

Planning Your NRA YHEC Event

If you have no prior involvement in the YHEC program, we suggest making your first event as simple as possible, something that is a fun, educational event for the participants and volunteers. NRA YHEC programs 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.

For the event to qualify as an Official NRA State or Local YHEC, the event **MUST** include at least one shooting and one responsibility event and be registered with the NRA Outdoor Recreational Programs Department. To register your event, you will need to complete and submit the **Request to Sponsor a YHEC Program** and **Materials Request** forms prior to the event date.

***Registration forms are available in Appendix 1/2 (pages 10 & 11) or by visiting YHEC.NRA.org*

Completed application forms can be emailed to YHEC@nrahq.org or mailed to:

NRA Youth Hunter Education Challenge
11250 Waples Mill Rd.
Fairfax, VA 22030

Recruiting Volunteers

Volunteers are vital to the success of an 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) are also a good tool to help you recruit volunteers who may be interested in participating.



Facility

To 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.

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 rest rooms). You may consider renting tents, canopies, and portable toilets as alternatives.

Selecting 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. Regardless of activity, safety is the first and foremost concern.

Shooting event examples include:

- **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 a distance of no more than 25 yards. Participants may utilize any of the 4 shooting positions or even 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 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 per position.
- **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 a short distance (up to 25 yards) from a bench. Participants may utilize any of the 4 shooting positions or shoot from the bench. Number of shots should be between 5-15 per shooter per position.
- **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 per position.



Selecting Event Activities (Continued)

Responsibility event examples include:

- **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. Have the event take place in the club house or a natural setting such as in the woods.
- **Hunter Responsibility Exam:** Test participants on their knowledge of ethics, responsibility, landowner relations, conservation, local or state regulations and other topics. NRA has a responsibility exam that may be used for local/state and provincial YHEC programs. All of the questions are derived from the NRA Hunter's Guide.
- **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/don't 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.

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.

***Please reference Appendix 3 (page 12) for basic equipment requirements*



Developing Guidelines

The NRA International YHEC Rules and Regulations are updated regularly and encouraged to be used as a guideline for state or local events. 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.

Promotion & Marketing

Advertisement 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, 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 (*make sure these websites are monitored frequently*).

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 yhec.nra.org/localstateprovincial-yhec-events.aspx.

***NRA also offers YHEC promotional items for use at your event. Please reference Appendix 2 (page 11) for Materials Order Form and Appendix 7 (page 16) for event flyer.*



NRA Staff Support

NRA staff will maintain an open line of communication in order to provide guidance and assist with the YHEC program development process. If you need assistance, please call (703) 267-1503, (703) 267-1523, or email YHEC@nrahq.org.

Attendee Registration

Participants, coaches and volunteers are required to complete registration forms, a copy of which will be provided by NRA. Although pre-registration is encouraged, NRA recommends allowing on-site registration. Entry requirements should include a registration deadline. Recommended entry requirements for state and local level YHEC programs are:

1. All youth must have a sponsoring adult present at all YHEC activities.
2. All participants must have completed a hunter education course in North America 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 4 (page 13) for participant registration form*

Budget

The expense and cost of conducting a local or state YHEC program will be worked out between the NRA and the sponsor conducting the program, however there are several 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.

Budget (Continued)

Funding sources include:

- Participant registration fees
- *Friends of NRA* Grants (www.nrafoundation.org)
- Clubs or organizations sponsoring participants
- Local business sponsorships
- Fundraising activities per state and local laws (raffles, merchandise sales, etc.)

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.

Please note that funding from NRA and *Friends of NRA* is not guaranteed.

***Please reference Appendix 3 (page 12) for basic equipment requirements*

Grant Funding

The NRA Foundation is a 501(c)(3) tax-exempt organization that raises tax-deductible contributions to support qualified educational, training, and developmental programs. The *Friends of NRA* program raises money through dinners and auctions. Half of the monies raised are utilized by The NRA Foundation nationally, with the other half invested in the state in which the money was raised. Each state has a *Friends of NRA* State Fund Committee that review grant applications and recommends grant funding to The NRA Foundation's Board of Trustees for final review.

For more information about grants or to apply online <http://nrafoundation.org/apply-for-a-grant.aspx>, or contact The NRA Foundation at (800) 423-6894.

Event Sponsors

Work at obtaining donations and or financial support all year round by contacting businesses and suppliers you have used in the past, charitable organizations, the firearm industry, and friends and family.

Releases

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 6 (page 16) for a sample release 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.

***Please reference Appendix 6 (page 15) for a sample of the NRA Hold Harmless Agreement*

APPENDIX 1

YHEC Program Registration Forms

Request To Sponsor A Local or State -Level YHEC Program

Complete form in its entirety and return to: NRA - YHEC, 11250 Waples Mill Road, Fairfax, VA 22030

Request to sponsor an NRA [circle one]: Local State - YHEC Program

Note: Forms and Agreements are available online at: www.nrahq.org/hunting/yhec/events.asp

SPONSOR INFORMATION

STATE	
SPONSORING ORGANIZATION NAME	
SPONSORING ORGANIZATION ADDRESS	

STATE OR LOCAL-LEVEL YHEC EVENT INFORMATION

Event Date	Event Host Name and Location (include address):
Event Director	Phone - Day ()
Mailing/Shipping Address	Phone - Evening ()
	E-Mail Address
	Can we make contact info available on website? Y N

EVENT REGISTRATION INFORMATION

ESTIMATED NO. OF PARTICIPANTS	ESTIMATED NO. OF COACHES	ESTIMATED NO. OF VOLUNTEERS	TOTAL OF ALL THREE CATEGORIES

Check all events to be conducted during the Local or State-level YHEC and provide the total possible points available. At least one shooting and one responsibility event is required. NRA strongly encourages the incorporation of all eight events into State or Local level programs.

✓	SHOOTING EVENTS	INDIVIDUAL POINTS	TEAM POINTS	✓	RESPONSIBILITY EVENTS	INDIVIDUAL POINTS	TEAM POINTS
	Archery				Hunter Responsibility Exam		
	Handloading				Hunter Safety Test		
	Hike				Orienteering		
	Shooting				Wildlife Identification		

I submit this "Request to Sponsor a Local/State-level YHEC Program" for the state of _____

Signature: _____ Title: _____ Date: _____

APPENDIX 2

Materials Order Form

YHEC Materials Order Form

Type or print legibly. Mail or fax (703-267-3081) form to: NRA-YHEC, 11250 Waples Mill Road, Fairfax, VA 22030
 Telephone orders will not be accepted. ALLOW 3-4 WEEKS DELIVERY.

SHIP TO:			
Name:			
UPS/FEDX Mailing Address:			
City:	State:	Zip:	Phone: ()
ITEM DESCRIPTION	QTY	DATE REQ'D	DATE SHIPPED
YHEC Manuals			
YHEC Rates 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>			
International YHEC Event Volunteer Application – <i>Available online</i>			
YHEC Books/Brochures/Promotional Materials			
The Hunter's Guide – <i>Available for Some YHEC Participants Only</i>			
YHEC Program Brochure			
YHEC Event Promo Mini Poster – <i>Link 28</i>			
YHEC Targets			
Groundhog			
Rabbit			
Squirrel			
Coyote			
Javelina			
White-tail Deer			
Oliver (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			
Certificate of Achievement with Holders – <i>While Supplies Last</i>			
Ribbons (1 st , 2 nd , 3 rd) – <i>While Supplies Last</i>			
NRA Plastic Bag			
Pencils – <i>Limbed Quizzlers</i>			
Bumper Stickers			
YHEC Business – <i>Link 2</i>			
YHEC Score Books			
Orange Boundary Tape – <i>Link 2 rolls</i>			

APPENDIX 3

Basic Equipment Requirements

Safety Orientation

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

General Equipment

- Event signs
- Staples/Staple guns
- Clipboards
- Pencils
- Restrooms
- Trash receptacles
- Tables & chairs
- First aid kit
- Score cards
- Scoring envelopes
- Shooting range rules poster
- Table & chairs
- 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

Muzzleloading Event

- Targets
- Target backers
- Loading tables
- Rifle racks
- Black powder or equivalent
- Patches for loading and cleaning

- Muzzleloading bullets
- Lube for loading
- Blackpowder accessories
- Tool kit
- Extra muzzleloaders

Archery Event

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

Hunter Responsibility Exam

- Pencils
- Exam & exam key
- Answer sheets

Hunter Safety Trail Event

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

Wildlife Identification Event

- Wildlife mounts, parts, etc.
- Photographs
- Flash cards

Orienteering

- Compasses
- Stakes
- Ribbon

APPENDIX 4

Participant Registration Form



Youth Hunter Education Challenge Registration Form

HOST - DATE

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
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.

APPENDIX 5

Safety Briefing

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

1. Purpose of the Shooting Event

- a. Introduce yourself and the staff
- b. Inform all shooters what occurs during live fire
- c. This event is to provide an introduction and familiarization into 3-gun competition
- d. This event is for inexperienced and intermediate shooters
- e. Course of fire may vary, based on location

2. Range Layout and Limits

- a. Discuss limits and layout of the range
- b. Point out where the spectator area is located
- c. There also needs to be a holding area set aside where participants can wait for their turn to shoot
- d. Demonstrate how to operate each firearm
- e. Show the participants which targets are designated for each firearm they are shooting

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

4. Firing Line Commands

5. Emergency Procedures:

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

While no one wants an injury or emergency to occur during their event, being prepared is crucial. 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.

Establish procedures for everyone to follow in case of an emergency:

- Take charge of the situation
- Call for help, if required
- Render aid, within scope of training
- Direct help to location
- Take notes/reports

APPENDIX 6

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 County of Prince William, the County of Fairfax or the City of Alexandria, in 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.

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

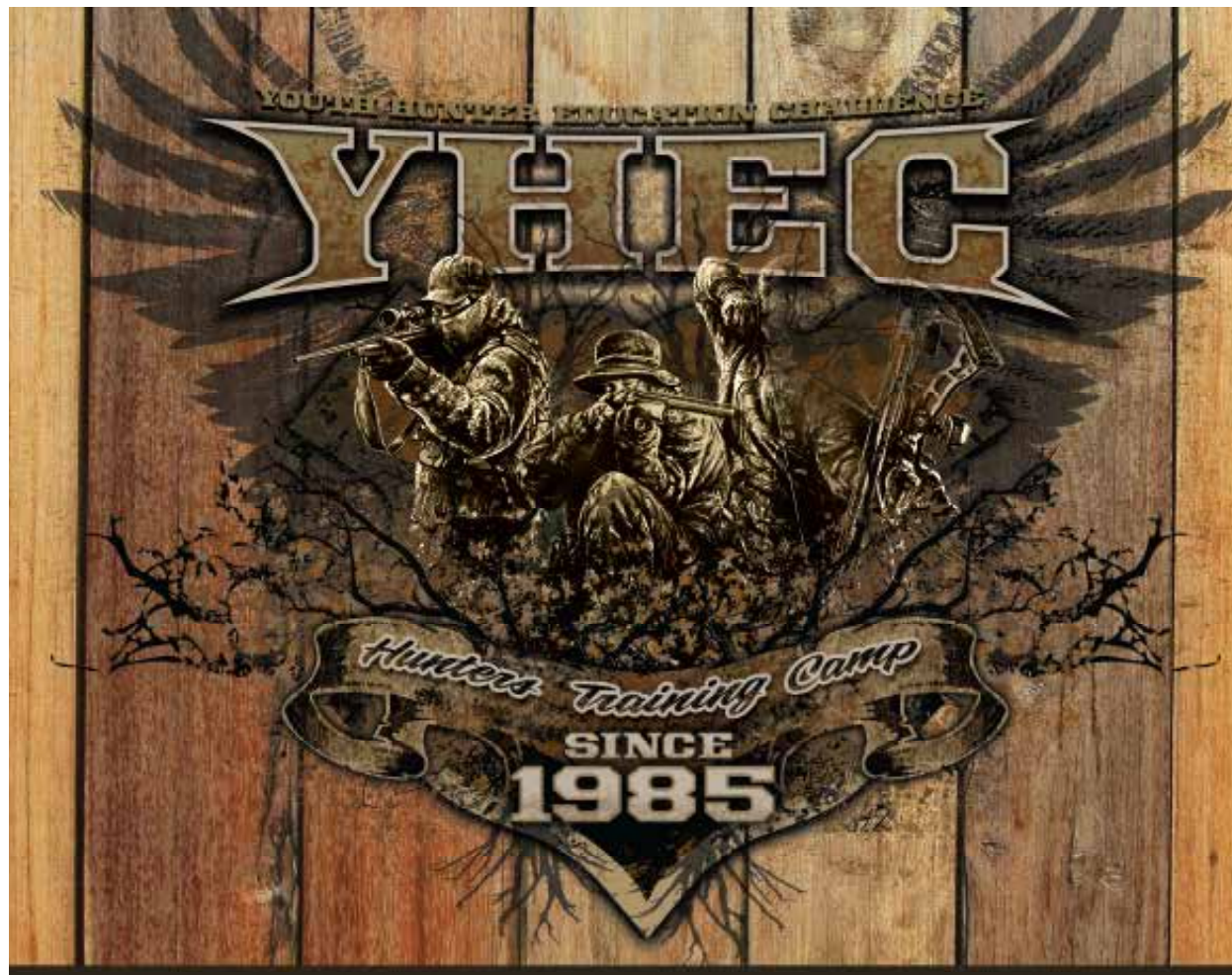
Print Name

Date

Date

APPENDIX 7

Event Flyer



Find more at YHEC.nra.org



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