



NEVADA DEPARTMENT OF WILDLIFE
HUNTER EDUCATION PROGRAM

2017 Shooting Range Grant Application

FEDERAL AID IN WILDLIFE RESTORATION ACT FUNDS

Form rev.3/28/2012



GENERAL INSTRUCTIONS – Detailed instructions inside. *Please keep a copy of your application materials.*

Application Deadline: 5 pm on Friday, March 11th, 2017

- **Grant Program Intent:** The intent of the grant program is to encourage significant improvements, prioritize safety and environmental concerns, increase hours and public accessibility and create more facilities to host hunter education program activities.
- **Eligibility:** Local municipal governments (county, city, township, etc.) that provide or are willing to provide shooting range access to the general public and hunter education class participants and participants. Non-profit organizations may apply through their local governments.
- **Grant Funding:** Applicants may request grants for up to 75% of the total project cost. Applicants must finance at least 25% of the total project cost through documented cash expenditures, donated materials and labor or other pre-approved in-kind matches.
- **Federal Funds:** Federal funds other than Wildlife Restoration Act funds cannot be applied for the same project purpose.
- **Regulatory Clearance:** The applicant must obtain all regulatory clearances (ESA, NEPA, SHPO, DSL, etc.) before USFWS will approve funding.
- **Attachments:** Attach additional documentation as needed (site maps, photos, drawings, plans, etc.)
- **Tax ID Number:** To qualify for reimbursement, a Tax ID number must be supplied.
- **Submission:** Submit Application materials to the NDOW Hunter Education Program Coordinator.

REVIEW PROCESS

1. The Shooting Range Grant Advisory Committee reviews all applications and makes recommendations to NDOW no more than 30 days after the application deadline (April 2017).
2. From the recommendations, NDOW determines a list of projects to be forwarded to USFWS for approval. (May 2017)
3. USFWS approves projects from the NDOW list. USFWS approves funding once applicant supplies regulatory clearances.
4. NDOW enters into a grant agreement with applicant(s) of approved project(s) (June/July 2017).
5. Construction of project begins (An advancement of up to 10% of the total project cost may be requested if funds are needed to begin construction, with each request reviewed by NDOW on a case by case basis).
6. Once construction is complete, applicant submits invoice documentation to begin the reimbursement process.
7. NDOW approves invoices and reimburses applicant.

To receive an electronic version of this form, contact the NDOW Hunter Education Program.

APPLICATION SUBMISSION

The following application materials must be submitted to the Hunter Education Program Coordinator **no later than 5 pm on Friday, March 11th, 2017** to be considered for funding:

- 2017 Cost Share Grant Application (*pages 4-9 of this document*). **Note: Incomplete and older versions of the Shooting Range Grant Application will not be accepted.**
- Any supporting materials: map to site; photos; drawings; plans; and hydrologic or hydraulic analyses.
- Submit all application materials by mail, fax or email to the following address:
Nevada Department of Wildlife
Hunter Education Program
6980 Sierra Center Parkway
Reno, NV 89511
Fax: (775) 688-1495
akeller@ndow.org
Faxed or emailed applications received after 5 pm on March 11, 2017 will not be accepted.

GENERAL INFORMATION

THE PROGRAM

- Funds are available through the Nevada Department of Wildlife for the construction, development and improvement of non-profit shooting ranges and associated facilities. The intent of the grant program is to encourage significant improvements, prioritize safety and environmental concerns, increase hours and public accessibility and create more facilities to host Hunter Education program activities.

The grant funding program is managed by the Department's Hunter Education Program.

PROJECTS ELIGIBLE FOR COST SHARE FUNDING

ELIGIBLE PROJECTS

Projects eligible for cost share funding include backstops, berms, target holders, benches, baffles, protective fencing, signs, lighting, field courses, platforms, roads, parking areas, sanitary facilities, storage rooms, shelter

buildings and classrooms. All range construction must be on lands owned by the applicant or lands controlled by the applicant by a use permit, lease or easement that ensures use for a minimum of 10 years.

INELIGIBLE PROJECTS

Ineligible projects include clubhouses, employee residences, similar or other facilities not essential to the operation of the shooting range or the conduct of hunter education classes, maintenance expenses, portable items that are easily stolen or lost, and items that do not have an expected life of at least 10 years.

ELIGIBILITY CRITERIA

The following criteria must be met to be eligible for consideration:

1. Project applicant is a local government that provides or is willing to provide shooting range access to the public. Non-profit organizations may apply through their local governments.
2. Project includes design, construction, and installation of shooting range improvements.
3. Project intent is to provide a significant improvement, prioritize safety and environmental concerns, increase hours and public accessibility or create more facilities to host hunter education program activities.
4. Project application includes commitment by one or more project operators or sponsors to assume all operation and maintenance costs for the life of the project.
5. Project application demonstrates commitment of at least 25% of total project cost from non-federal funding sources. Applicant cost share may include in-kind costs such as labor, equipment, fill material, material disposal areas, lands, easements, right-of-ways, relocations and other such project requirements.
6. Project application states that federal funding is not being received from any other source for the same specific project purpose.
7. Project application demonstrates coordination with and documents approval by project owner/operator and, if necessary, by

adjacent landowner(s) for required construction access.

RANKING CRITERIA

The Shooting Range Development Advisory Committee meets annually to review grant applications, determine amounts of grants to be awarded, monitor the status of approved grants and respond to related issues. Committee members may include the following organizations: Nevada Department of Wildlife, National Rifle Association, and the Nevada State Rifle and Pistol Association.

The committee will use the following criteria to rank applications:

1. Will the project improve accessibility or usefulness for Hunter Education students?
2. Will the project increase accessibility for mobility-impaired people?
3. Will the project increase accessibility for the general public?
4. Will the funds help grant recipient continue to provide access and services to the public?

5. Proposed project techniques and methodology have a high degree of likelihood of achieving proposed results.

6. Project demonstrates cost effectiveness in achieving project purposes compared to similar projects and alternative means of achieving the same proposed result.

7. Project application demonstrates thorough coordination with appropriate federal, state, local, and private entities including local landowners.

8. Project can be completed within the same fiscal year for which the application is made. The fiscal year runs from July 1 to June 30.

QUESTIONS?

For questions concerning NDOW Shooting Range Grants or this application contact Statewide Range Grant Administrator, Aaron Keller at akeller@ndow.org (775) 688-1555.

For questions concerning shooting range project development and shooting range requirements contact National Rifle Association Range Services at range@nrahq.org or (877) 672-7264

Shooting Range Grant Program
Nevada Department of Wildlife



**2017 Cost Share
Grant Application**



NDOW USE ONLY	Title:	Project #:
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APPLICANT- Fill In	CONTACT INFORMATION	
*To qualify for reimbursement or tax credit, Applicant TID must be supplied.		*Federal Tax ID: Duns #:
APPLICANT ORGANIZATION	Applicant:	Work phone:
	Mailing Address:	Fax:
	City/State/Zip:	Email:
PROJECT CONTACT	Contact Name:	Work phone:
	Title:	Home phone:
	Mailing Address:	Cell/other:
	City/State/Zip:	Fax:
	Email:	
Does your club have an Environmental Stewardship Plan (ESP)? <input type="checkbox"/> Yes <input type="checkbox"/> No		
Direct project beneficiaries:		
Indirect or additional project beneficiaries:		
Projected project start date:		
Projected project completion date:		

Is the proposed project within the existing footprint of the range: Yes No

Will the proposed project require soil removal or impact a waterway? Yes No

If yes, list which local, state and/or federal permits that will be required:

If project requires removal of soil or disturbing the soil please provide detailed information/history of site (is project on undisturbed or fill dirt)?

Please provide detailed photos and information on the construction process if soil is being removed!

Will this project be completed in accordance to the EPA best management practices for shooting ranges: Yes No

How many acres/miles does the project encompass?

What week(s) or month(s) will the project occur?

How long will it take to complete the project(s)?

What machinery, if any, will be involved?

Will herbicides be used? Yes No

If so, describe what herbicide, what it will be used for, and application rate:

DESCRIPTION

Describe project purpose, history, design and techniques to be used and major project features. (Must provide detail description of project.)
PLEASE ATTACH SITE MAP(S), PHOTOS, DRAWINGS AND/OR PLANS.

FACILITY INFORMATION - EXISTING

LOCATION OF RANGE SITE

Physical Street Address:

City/State/Zip:

County:

Section, township, and range (or latitude and longitude from GPS):

Current zoning classification:

Primary land use in surrounding area:

Security measures:

Accessibility:

RANGE OPPORTUNITIES – CHECK ALL THAT APPLY

Small bore High power Pistol Trap Skeet Archery Other:

USAGE DURING MOST RECENT CALENDAR YEAR

Range Facility Users	Number of Individuals	Percent of Total Use	Fee(s) per use
Gun club members			
NDOW-sponsored education classes			
Scouts and 4-H members			
College/university students			
R.O.T.C. and National Guard			
Law enforcement officers			
Competitive shooting matches			
Firearms classes			
General public			
Other (list):			

List the names of NDOW volunteer instructors who use the facility and indicate whether they are members:

FACILITY INFORMATION – AFTER PROJECT COMPLETION

SITE INFORMATION

Physical Street Address:

City/State/Zip:

County:

Section, township, and range (or latitude and longitude from GPS):

Current zoning classification:

Primary land use in surrounding area:

Security measures:

Accessibility:

RANGE OPPORTUNITIES – CHECK ALL THAT APPLY

Small bore High power Pistol Trap Skeet Archery Other:

RANGE OPERATION – DAYS AND TIMES

Monday: Tuesday: Wednesday: Thursday: Friday: Saturday: Sunday:

DAYS AND TIMES THE ENTIRE RANGE WILL BE OPEN FOR PUBLIC USE

Monday: Tuesday: Wednesday: Thursday: Friday: Saturday: Sunday:

DAYS AND TIMES THE PORTION OF THE RANGE ENHANCED BY THE PROJECT WILL BE OPEN FOR PUBLIC USE

Monday: Tuesday: Wednesday: Thursday: Friday: Saturday: Sunday:

DAYS AND TIMES AT LEAST ONE QUALIFIED RANGE OFFICER WILL BE ON DUTY

Monday: Tuesday: Wednesday: Thursday: Friday: Saturday: Sunday:

Club member fees (note whether these are monthly, quarterly or annually):

Range usage fees for members (note all applicable fees):

Range usage fees for non-members (note all applicable fees):

Range usage charge for NDOW-sponsored education classes:

Will NDOW-sponsored education classes receive priority for range use?

Please keep a copy of your application materials.

GRANT CONDITIONS

If application is approved, the Applicant will be required to sign a Grant Agreement containing the terms and conditions upon which funds will be released.

Any expenditure incurred prior to the Grant Agreement start date will not be eligible for cost-share reimbursement.

Grant monies shall be disbursed upon completion of the project and after costs have been submitted to NDOW. Advancement payments of up to 10% of total project cost may be allowed if approved by NDOW in the Grant Agreement.

The Applicant shall maintain accounting records pertaining to this agreement according to generally accepted accounting principles and shall make all relevant records, documents and reports available to NDOW for the purpose of audit examination if requested by the Department.

Grant recipients will ensure that a sign (logos and wording provided by NDOW) will be placed and displayed on site at all development projects from the time construction begins until the project is complete.

Grant recipients will ensure that a permanent plaque (logos and wording provided by NDOW) crediting the appropriate groups for the funding of the project is installed once the project is complete.

NDOW shall have the right of ingress and egress to and from the project area, doing no unnecessary injury to the property of the landowner, for the purpose of inspecting and determining the adequacy of construction and compliance with project plans and provision of the Grant Agreement.

Applicant Signature:	Date:
Applicant Name (print):	<i>My signature indicates acceptance of the Grant Conditions listed above. Electronic signature is not acceptable.</i>
Address:	Work phone:
City/State/Zip:	Home phone:

NDOW USE ONLY

PROJECT CERTIFICATION

STEP	BY	SIGNATURE	DATE (M/D/YYYY)
Applicant final inspection request received by NDOW.	Applicant	NA, Applicant responsibility	
Final project inspection of construction. Project passes inspection: <input type="checkbox"/> Yes <input type="checkbox"/> No	State Coordinator or NDOW assigned representative		

If 'NO,' explain:

Description	Quantity	\$ Unit Cost	\$ Total Cost
PERSONNEL (List by type of labor. Skilled labor to be valued at \$??/hour; Unskilled labor to be valued at \$??/hour. Quantity = hours used.)			
Sub-Total 1			
PROJECT SUPPLIES & MATERIALS			
Sub-Total 2			
CONTRACTED SERVICES (Describe and attach subcontractor estimates including design/engineering)			
Sub-Total 3			
EQUIPMENT (Landowner provided equipment and/or rented equipment. Quantity = hours used. Value not to exceed standard market rate)			
Sub-Total 4			
TOTAL PROJECT BUDGET (add sub-totals 1-4)			

COST SHARE FUND DISTRIBUTION	
Shooting Range Grant Funds Requested (can not exceed 75% of total project cost)	
Applicant Cost Share Funds (Include in-kind value. Non-federal contributions must total at least 25% of total project cost.)	

Applicant Cost Share Funds – funding contributors (must equal line above; include all grants received (re: NRA, etc.))	
Applicant Contribution (cash, in-kind, donations)	
Other:	
Other:	
Other:	