



**STATE OF NEVADA  
DEPARTMENT OF WILDLIFE  
Director's Office**

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**MEMORANDUM**

**Date: June 29, 2018**

**To:** Nevada Board of Wildlife Commissioners Administrative Procedures, Regulations and Policy Committee, County Advisory Boards to Manage Wildlife (CABMW), and Interested Publics

**From:** Jordan Neubauer, Management Analyst III

**Title:** Commission Policy 50, Duck Stamp Procedure

**Description:** The Commission will conduct a second reading of Commission Policy 50 and may take action to officially suspend the policy.

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**Summary:**

The Administrative Procedures, Regulations and Policy (APRP) Committee reviewed Commission Policy 50 on January 26, 2018.

The APRP Committee asked the Commission to have a discussion about possibly suspending Commission Policy 50, and the Committee also wanted to discuss retaining certain aspects of the duck stamp program. Ideas expressed during the Committee meeting included; school engagement in the art contest and art sales to benefit conservation. The Committee also requested to hear ideas from the CABMWs, interested public, and the Commission.

On March 16, 2018 the Commission discussed the cost effectiveness of continuing the program and voted to suspend Commission Policy 50. The policy was sent back to the APRP Committee for further discussion.

The APRP Committee met on May 4, 2018 and discussed Commission Policy 50. A majority of the discussion revolved around the practicality of keeping the program. Ultimately, the Committee decided to recommend to the Commission to officially suspend the policy.

The Department and APRP Committee recommend that the Commission **VOTE TO OFFICIALLY SUSPEND COMMISSION POLICY 50.**

**STATE OF NEVADA  
BOARD OF WILDLIFE COMMISSIONERS**

**Commission Policy Number 50**

**Number: P-50**

**Title:** Duck Stamp Procedure

**Reference:** NRS 502.035,  
502.300, 502.310, 502.322,  
502.324

**Effective Date:** May 10, 2014

**POLICY**

It is the policy of the Commission to support and participate in the artist contest for the Nevada duck stamp.

**PURPOSE**

To establish a process for the selection of the sponsoring organization, and the process by which artists can enter Nevada Duck Stamp Art Contest.

**PROCEDURE**

**Nevada State Duck Stamp Art Contest Sponsorship Proposals**

Artwork to adorn each successive year's Nevada duck stamp will be chosen annually through a contest sponsored by a non-profit organization as sanctioned by Nevada Board of Wildlife Commissioners. The Department may receive proposals for sponsorship of the annual Nevada Duck Stamp Art Contest. A proposal for sponsorship must provide for the following:

1. A judging team of seven volunteers, consisting of two members of the Nevada Board of Wildlife Commissioners and five individuals with expertise in one or more of the following:
  - a. Wildlife art;
  - b. Waterfowl identification;
  - c. Previous art contest judging;
  - d. Other knowledge or expertise deemed suitable by the sponsoring organization.
2. Agreement to develop art contest rules jointly with the Department, including the number of "Conservation Edition" reproductions requested.
3. All entries must be the original work of the artist.
4. The sponsor understands that actual contest judging is not open to the public. The actual judging will be attended only by the judges and necessary Department personnel.
5. No judge will have any interest or contact with any of the entrants at any time prior to the judging.

6. The sponsorship proposal may include a proposal for a public attended function totally organized and run by the sponsoring organization following the judging where the winning entry and nine runners-up are placed on public display. A proposal for a public attended function must provide the following:
  - a. Date, time and place of the function;
  - b. Type of function (banquet, barbecue, reception, etc.);
  - c. Estimated attendance;
  - d. Proposed advertising and publicity campaign;
  - e. Method of protection of the original paintings during display, and a written liability agreement to pay all replacement or repair costs should any painting be damaged while on display or in transit to or from the site.

As required by the Nevada Duck Stamp Art Contest rules, the sponsoring organization will receive special "Conservation Edition" reproductions of the painting from the artist for fundraising activities and donation to other non-profit conservation and wildlife related organizations for fundraising purposes.

The Department will receive additional special "Conservation Edition" reproductions for distribution to conservation groups.

The Department will receive "Conservation Edition" reproduction number 1, which will be retained and publicly displayed.

The sponsoring organization's proposal for sponsorship must include a proposal detailing the organization's plan for use and disbursement of the donated reproductions, including:

1. A list of eligible recipient organizations;
2. Number to be distributed and number retained by the sponsoring organization;
3. Dispersal procedures and eligibility criteria of potential recipient organizations;
4. Method of informing potential recipient organizations of the availability of reproductions;
5. Accounting system, detailing actual dispersal, that is available to the Department and Commission upon request;
6. Name, address and telephone number of person or persons to be contacted concerning the donation of reproductions.

## **SPONSORSHIP SELECTION**

The Commission will review all proposals and select one organization to sponsor the Nevada Duck Stamp Art Contest for no longer than a two-year period. If no proposals are received, the Commission may solicit and authorize other organizations within the State to sponsor the contest. If no acceptable organization can be found, the Department will conduct the contest in accordance with the above procedure.

The Commission reserves the right to refuse any and all proposals received for sponsoring of the Nevada Duck Stamp Art Contest.

## **NEVADA DUCK STAMP ART CONTEST**

The Nevada Duck Stamp Art Contest Rules are written and published every year with the support of the Duck Stamp Committee and the Sponsoring Organization, including but not limited to entry deadline, contest rules, requirements of the artist, including limited edition print series for fund-raising activities.

The Nevada Duck Stamp Art Contest judging will occur by November 30 of each year.

The winning entry will be featured on the following year's Nevada duck stamp. The Department will be responsible for all facets of the contest not covered above, including solicitation, handling, processing and return of entries. Actual contest judging will occur at the Department headquarters, 1100 Valley Road, Reno. If the sponsor proposes that judging be held at an alternate site, the sponsor must submit a written liability agreement to the Department stating that the sponsor will pay in full any repair or replacement costs should any painting be damaged or lost during judging or during transit to or from the judging site. Actual replacement costs will be established by each artist on their entry forms.

#### **HANDLING AND DISTRIBUTION**

The Department shall be responsible for determining the total number of stamps to be printed each year and shall be responsible for handling, distribution, sale and disposal of license agent stock and mint stock based on previous year's demand.

This policy shall remain in effect until amended, repealed or superseded by the Board of Wildlife Commissioners.

**BY THE ORDER OF THE BOARD OF WILDLIFE COMMISSIONERS IN REGULAR SESSION May 10, 2014**

A handwritten signature in black ink, appearing to read "J Robb". The signature is written in a cursive, flowing style.

Chairman Jack Robb  
Board of Wildlife Commissioners