*(April 25, 2018 Revision)*

Virginia 4-H Shooting Education State Plan/Policies and Procedures

**Section 1 - General**

**Contents**

* 1. **Situation Statement**
  2. **Program Objectives**
  3. **Program Administration**
  4. **Age Policy**
  5. **Concealed Carry or Personal Protection Firearms**
  6. **Combative Style Shooting/Targets**
  7. **Fiduciary Policy**
  8. **Instructor Requirements**
  9. Situation Statement

The Virginia 4-H Shooting Education Program is part of the 4-H Natural Resources and Environmental Education program area. Guidance for Virginia’s 4-H Shooting Education Program is provided by the National 4-H Shooting Sports Committee. The program includes the following disciplines – archery, hunting, muzzleloading, pistol, rifle and shotgun. Training is also provided in the Coordinator discipline. Individuals trained in the Coordinator discipline are responsible for the overall coordinator of the program at the club level. Instructor certification is offered in each discipline by Level II instructors. Level II instructors are also referred to as Training Team Members or Instructor-Trainers. Level II instructors must be certified at a national workshop in order to teach Level I instructors at state workshops.

Because of the risk of liability, appropriate 4-H certification is required of all instructors who will be handling shooting equipment, conducting live-fire activities, operating a range, etc. Certifications by other organizations are not recognized by the Virginia 4-H Shooting Education Program.

Individuals, clubs, affiliated groups, 4-H Centers, etc. that fall under the umbrella of Virginia 4-H must follow 4-H shooting education policies and procedures in addition to Virginia 4-H, Virginia Cooperative Extension and Virginia Tech policies.

Page 1

* 1. Program Objectives

The Virginia 4-H Shooting Education Program strives to enable young people, their parents and adults volunteers to become responsible, self-directed and productive members of society. Everyone must understand the goals and objectives of the program in order to present and manage it properly. Shooting education goals and objectives are consistent with goals and objectives of the overall 4-H program:

1. To encourage participation in natural resources and related natural science programs by exposing participants to the content through target shooting, hunting, and related educational activities.
2. To enhance development of self-concept, character and personal growth through safe, educational and socially acceptable involvement in shooting activities.
3. To teach safe and responsible use of firearms and archery equipment including sound decision making, self-discipline and concentration.
4. To promote the highest standards of safety, sportsmanship and ethical behavior.
5. To expose participants to the broad array of vocational and life-long vocational activities related to shooting.
6. To strengthen families through participation in life-long recreational activities.
7. To complement and enhance the impact of existing safety, shooting, and hunter education programs using experiential educational methods and progressive development of skills and abilities.
   1. Program Administration

The program will be administered by the Virginia 4-H Shooting Education Council under the supervision of the Virginia 4-H Shooting Education Coordinator. The council will meet at least twice annually to review programs, activities and policies and develop the annual program plan. Additional council meetings may be scheduled by the chair of the council, the state coordinator or a minimum of two executive committee members.

* 1. Age Policy

Youth participants in the Virginia 4-H Shooting Education Program must be at least 9 years old and no older than 19 by the 4-H calendar year and policies. Cloverbuds (youth ages 5 to 8) are not allowed to participate in any shooting activities that include the handling or live-fire of air guns, muzzleloaders, firearms or archery equipment.

Page 2

1.4.1 Only senior 4-H members (youth ages 14 to 19 by the 4-H calendar year and policies) may compete in 4-H .22 pistol matches.

1.4.2 Federal law prohibits, except in certain limited circumstances, anyone under 18 years of age from knowingly possessing a handgun or any person from selling, delivering or otherwise transferring a handgun to a person under the age of 18. Subsection 18 U.S.C. 922(X) of the *Youth Handgun Safety Act Notice* does not apply to a temporary transfer of a handgun to a juvenile, or to the possession or use of a handgun by a juvenile, if the handgun is possessed and used by the juvenile in a course of instruction in the safe and lawful use of a handgun. The juvenile’s parent or guardian (who is not prohibited by Federal, State or local law from possessing a firearm) must provide prior written consent.

1.4.3 The *Youth Handgun Permission Form* which provides prior written consent by a parent or guardian must be completed before 4-H members may participate in a course of instruction, practice or compete in 4-H .22 pistol matches.

* 1. Concealed Carry or Personal Protection Firearms

It is recommended that personal defense firearms, such as concealed carry pistols, not be brought to a 4-H meeting or event. Personal defense style shooting shall not be conducted at 4-H meetings or events.

Combative Style Shooting or Targets

The purpose of the 4-H Shooting Education Program is to promote positive youth development through the safe and responsible use of air guns, muzzleloaders, firearms and archery equipment. Pointing any type of gun or bow at any human or any target that resembles a human form is inappropriate and potentially dangerous. This provision is designed to prohibit activities such as paintball and shooting at pictures of people or silhouettes of people.

Fiduciary Policy

All 4-H monies and equipment must be managed in a way which follows the Virginia 4-H Fiduciary Policies outlined in publication 4H-79 – *Virginia 4-H Financial Management for 4-H Clubs* and publication 388-025 – *4-H Treasurer’s Record Book.*

Page 3

Approval to Purchase Firearms and Ammunition

All 4-H clubs and affiliated groups must complete and submit to the VA Tech Police Chief the *Approval to Purchase Firearms and/or Ammuniti*on *to be Used in 4-H Educational Programming* before purchasing guns or ammunition.

1.7.2 NRA Grants

For additional information related to NRA grants, see the *NRA Foundation Grant Guide.*

1.7.3 MidwayUSA Endowments

For additional information related to MidwayUSA endowments, see *MidwayUSA Foundation Team Endowment – Guide to Participating.*

1.7.4 Raffle Restrictions

Virginia 4-H clubs may not participate in raffles of ammunition or firearms, or selling of NRA Calendars.

* 1. Instructor Requirements

In order to conduct any class in which air guns, muzzleloaders, firearms or archery equipment will be handled or to operate a live-fire range, the club must have present in a supervisory role at least one of the following:

1. A fully certified 4-H instructor in the appropriate discipline. “Fully certified” is defined as 21 years of age or older and having attended both a General Session training and a Discipline Session training.
2. An associate 4-H instructor in the appropriate discipline. “ Associate” is defined as 18, 19 or 20 years of age, having attended both a General Session and a Discipline Session, and authorized by a fully certified instructor in the same discipline, an Extension Agent, a 4-H Center Director or a 4-H Center Program Director.

Page 4

Virginia 4-H Shooting Education Program State Plan/Policies and Procedures

**Section 2 - Safety**

**Contents**

**2.1 Clear Barrel Indicators**

**2.2 Eye and Ear Protection**

**2.3 Footwear**

**2.4 Use of Reloaded (Hand Loaded) Ammunition**

**2.5 Storage and Transportation of Air Guns, Firearms, Archery Equipment and**

**Ammunition**

**2.6 Mandatory Safety Briefings**

**2.7 Metallic Targets**

**2.8 Reactive Targets**

**2.9 Caliber and Firearm Restrictions**

2.1 Clear Barrel Indicators

Clear barrel indicators (CBI’s) are blaze orange devices which are inserted in the chamber of a gun and protrude past the muzzle so that the indicator can be observed protruding from the chamber and the muzzle. CBI’s indicate that the gun is unloaded and the barrel is unobstructed. CBI’s will be used at all 4-H shooting activities and events where the firing of non-muzzleloading rifles or pistols is involved. It is expected that range rules will make installation of CBI’s mandatory when guns are required to be unloaded with actions open.

2.2 Eye and Ear Protection

2.2.1 Eye Protection

Adequate eye protection (shooting glasses, safety glasses/goggles or hardened prescription glasses) is required of all individuals (participants, range officers, instructors/coaches, spectators, etc.) who are in close proximity of any shooting activity in the muzzleloading, pistol, rifle and shotgun disciplines. This includes air pistol, air rifle and hunting live-fire events. Eye protection is recommended for archery.

Page 5

2.2.2 Ear Protection

Ear protection is required of all individuals (participants, range officers, instructors/coaches, spectators, etc.) who are in close proximity of any shooting activity in the muzzleloading, .22 pistol, .22 rifle and shotgun disciplines including hunting live-fire events. Ear protection is recommended for air pistol and air rifle.

2.3 Footwear

Any participant while on the shooting line, or shooting in any outdoor shooting activity or event, is required to wear shoes that completely cover their feet. Examples of footwear that are not acceptable include, but not limited to, sandals, clogs, crocks, flip-flops and bare feet.

2.4 Use of Reloaded (Hand-Loaded) Ammunition

2.4.1 Only factory ammunition is permitted at competitive events in the Virginia 4-H Shooting Education Program.

2.4.2 The use of reloaded (hand-loaded) ammunition is permitted at non-competitive activities and events under the following conditions if:

1. Reloads are provided by a parent/guardian or reloads are assembled by the shooter under the direct supervision of a certified reloading instructor.
2. Shooters are responsible for the safety of their loads including the safety of others on the range.
3. Ammunition exhibits that appropriate care was taken and inspection performed including being boxed and properly labeled.
4. All reloaded ammunition is subject to random inspection at the request of a range official and may be rejected at the discretion of a range official.

2.5 Storage and Transportation of Air Guns, Firearms, Archery Equipment and Ammunition

2.5.1 Storage

Access to stored air guns, muzzleloaders, firearms and archery equipment must be approved by a certified instructor, club coordinator, supervising Extension agent, 4-H Center director or program director, or state coordinator as applicable.

Page 6

All ammunition (BB’s, pellets, rifle shells, pistol shells, shotgun shells, muzzleloading powder, caps, primers, etc.) must be stored separately from the guns which use them.

2.5.2 Transportation

During transport, guns must be cased, unloaded, actions opened and CBI’s installed where applicable. When a vehicle storing these items is unattended, the vehicle must be locked.

2.6 Mandatory Safety Briefings

Shooting education leaders must ensure that a mandatory safety briefing, covering aspects of the activity to be undertaken, be conducted before the activity begins.

2.7 Metallic and Reactive Targets

2.7.1 General Metallic Target Restrictions:

1. Do not use any permanently mounted solid metallic target of any kind (i.e. steel target – plate – solidly mounted to a post).
2. All metallic targets must move upon impact. Targets that are displaced are permissible (i.e. Regulation NRA silhouettes targets).
3. “Bouncy Targets” that lie on the ground *­*and are displaced upon bullet impact are not approved for use regardless of material or construction.
4. Regulation steel silhouette targets will only be used at distances prescribed in the “NRA Rifle (or Pistol) Silhouette Rules”.

2.7.2 BB Restrictions: No BB shooting will take place with metallic targets.

2.7.3 Air Rifle/Air Pistol Restrictions:

1. Engineered pellet traps are approved for use.
2. Pellet metallic targets must be at least 10 yards (meters) from the firing line.
3. Regulation steel silhouette targets will only be used at distances prescribed in the “NRA Rifle (or Pistol) Silhouette Rules”.
4. 100% lead pellets are the only pellets approved for shooting 4-H metallic targets.

Page 7

2.7.4 Smallbore Restrictions:

1. Engineered smallbore bullet traps are approved for use.
2. Smallbore metallic targets must be at least 40 yards (meters) from the firing line.
3. Targets with pivots located above the target which swing upward and deflect the bullet downward are allowed. Targets with pivots located below the target which pivot downward upon impact and deflect the bullet upward are NOT permitted.
4. Regulation steel silhouette targets will only be used at distances prescribed in the “NRA Rifle (or Pistol) Silhouette Rules”.
5. The following restriction is designed to prevent damage to targets, comply with NRA Silhouette rules, and to prevent ricochets. .22 Long Rifle ammunition with solid, pure lead bullets or copper-washed solid, pure lead bullets (including hollow points) is the only ammunition approved for shooting 4-H metallic targets. Frangible, segmented, pure copper or copper-polymer bullets are examples of prohibited bullets.
6. .22 Long Rifle standard velocity ammunition, with 40 grain lead bullets, should be used when available. Ammunition with muzzle energy above 149 foot/pounds is prohibited. Refer to manufacturer’s website for muzzle energy values.
7. Ammunition sold as “Segment HP”, “Copper-22”, “Hyper-velocity”, “Super Speed”, “Super Max”, “Velocitor”, “Yellow Jacket”, “Viper”, “Stinger”, “Interceptor”, or other similar brands routinely do not comply with bullet type guidelines (2.7.4 e.) or energy guidelines (2.7.4 f.) and should be researched carefully before purchase.
8. Range officers may prohibit any ammunition they believe to be out of compliance, even if it is not specifically mentioned above. The following table can be used as a reference for the maximum velocity that is permissible by bullet weight given the 149 ft lb energy limit:

Page 8

|  |  |  |
| --- | --- | --- |
| Bullet  Weight  (grains) | Maximum  Velocity  (fps) | Energy  (ft/lbs) |
| 40 | 1295 | 149 |
| 38 | 1329 | 149 |
| 37 | 1346 | 149 |
| 36 | 1364 | 149 |
| 33 | 1425 | 149 |
| 32 | 1447 | 149 |
| 31 | 1471 | 149 |

2.8 Reactive Targets

4-H events and activities are prohibited from using reactive targets. Reactive targets are targets which make use of or are composed of 1) live ammunition, 2) explosives, chemicals or flammable substances, or 3) pressurized containers.

2.9 Firearm Restrictions and Caliber Limitations

The VA Shooting Education rifle and pistol programs are limited to the following:

2.9.1 Rifle and pistol firearm ammunition is restricted to .22 long rifle rimfire ammunition only.

2.9.2 Air rifle and air pistol pellets will comply with the rules applicable to the event, but in no case will the pellet be larger than .22 caliber.

2.9.3 No fully automatic firearms allowed.

Page 9

Virginia 4-H Shooting Education State Plan/Policies and Procedures

**Section 3 – Instructors**

**Contents**

**3.1 Level I Instructor Certification**

**3.2 Associate Instructors**

**3.3 Apprentice Instructors**

**3.4 Instructor Code of Ethics**

**3.5 Minimum Standards for Conducting an Instructor Certification**

**3.6 Instructor Reappointment** (To be developed)

**3.7 Level II Instructor Certification**

**3.8 Instructor Tests**

**3.9 Instructor Practicum** (Assessment Tool to be developed)

3.1 Level I Instructor Certification

Level I instructors must be certified through an approved Virginia 4-H Shooting Education training including both a General Session (4 hour minimum) and a Discipline Session (16 hour minimum). Exception – Archery and Coordinator Disciplines (12 hour minimum).

The National 4-H Shooting Sports curriculum is the established teaching curriculum for training adults in Virginia to teach youth the shooting disciplines within the 4-H program. This curriculum focuses on Positive Youth Development and uses the various shooting disciplines to teach Life Skills. Certifications by other organizations are not recognized by the Virginia 4-H Shooting Education program.

3.1.1 In order to be fully certified as a Virginia 4-H Shooting Education Instructor in any discipline, the following requirements must be met:

1. At least 21 years of age at the time of certification.
2. Successfully complete a training approved by the Virginia Shooting Education Council or the Virginia 4-H Shooting Education Coordinator.
3. Enrolled as a 4-H Volunteer including a criminal background screening
4. Accept and abide by the National 4-H Shooting Sports Code of Ethics.

Page 10

3.1.2 In order to be certified as an Associate Instructor in any discipline, the following requirements must be met:

1. At least 18 years of age at the time of certification.
2. Successfully complete a training approved by the Virginia Shooting Education Council or the Virginia 4-H Shooting Education Coordinator.
3. Enrolled as a 4-H Volunteer including a criminal background screening
4. Accept and abide by the National 4-H Shooting Sports Code of Ethics.
5. Authorized by a fully certified instructor in the same discipline, an Extension agent, a 4-H Center director or a 4-H Center program director to have supervisory responsibilities over any aspect of the program including operating a range.
6. When associate instructors reach the age of 21, they may apply to the Virginia 4-H Shooting Education Council to have their associate instructor status upgraded to instructor status.

3.1.2 In order to be certified as an Apprentice Instructor in any discipline, the following requirements must be met:

1. At least 16 years of age at the time of certification.
2. Successfully complete a training approved by the Virginia Shooting Education Council or the Virginia 4-H Shooting Education Coordinator.
3. Enrolled as a 4-H Member
4. Accept and abide by the National 4-H Shooting Sports Code of Ethics.
5. Only assist a fully certified instructor in the same discipline. Apprentice instructors may not have supervisory responsibilities over any aspect of the program. In the pistol discipline, apprentice pistol instructors may only assist in the handling, instruction and live-fire of air pistols.
6. When apprentice instructors reach the age of 18, they may apply to the Virginia 4-H Shooting Education Council to have their apprentice instructor status upgraded to instructor status. When apprentice instructors reach the age of 21, they may apply to the council to have their associate instructor status upgraded to instructor status.

Page 11

* 1. Instructor Code of Ethics

A complete 4-H shooting education program must convey life skills development and be presented in a way that is safe, technically competent and instills 4-H values in participants through teaching and example.  Certified shooting education instructors and volunteers must be cognizant of their role as a moral and ethical mentor, as well as teacher to youth and adults in their state and community. Shooting education instructors and volunteers must accept and abide by the 4-H Shooting Sports Code of Ethics.

* 1. Minimum Standards for Conducting an Instructor Certification

Instructor certifications must:

1. Be approved by the Virginia Shooting Education Council or the Virginia Shooting Education Coordinator
2. Be conducted by an active Level II, training team member
3. Use Council approved training materials
4. Be conducted in a way that is consistent with these materials
5. Be conducted in a way that is consistent with guidelines set forth at the National Workshop including “taking the first shot within 30 to 60 minutes”
6. Have 16 hours of shooting discipline instruction. Exception – archery and coordinator have a minimum of 12 hours of discipline instruction.
7. Have 4 hours of general session instruction
8. Include a written knowledge test
9. Include a teaching practicum

The State Coordinator will only issue credentials after receiving from the training team member the following materials for each candidate:

1. Completed written discipline test with a passing score of 84%
2. Signed 4-H Instructor Code of Ethics
3. Completed practicum evaluation assessment (to be developed)

* 1. Instructor Reappointment(Process to be developed)
  2. Level II Instructor Certification

Level II Instructors must:

1. Successfully complete a State Workshop and have a minimum of two years of experience in the applicable discipline

Page 12

1. Successfully complete a National 4-H Shooting Sports Workshop in the applicable discipline
2. Apprentice at least once at a State Workshop
3. Teach at least once a year for a period of three years
4. Be evaluated at least once every three years (evaluation tool to be developed)
   1. Instructor Tests
      1. Standardized Tests

Level II instructors must use council approved Instructor-candidate tests. They can obtain the test from the State 4-H Shooting Education Coordinator. It is the intent of the Council to control access to these tests. The state coordinator will only provide copies of the tests to Level II instructors for the purpose of training Level I instructors or to the Council and/or discipline committees for review and revision.

* + 1. Test Revisions

Test revisions must be approved by the Council and each test will have the date of last revision printed at the top. Only the most recent version may be used.

3.7 Instructor Practicums (Assessment tool to be developed)

Page 13

Virginia 4-H Shooting Education State Plan/Policies and Procedures

**Section 4 - Competitions**

**Contents**

**4.1 The Role of Competition**

**4.2 Match Programs**

**4.3 Shooting Discipline Portfolios**

**4.4 Selecting Coaches and Teams to Represent Virginia at the 4-H Shooting Sports National Championships**

**4.5 Request to Serve as Coach of Record**

**4.6 Invitation to Join a Development Team**

4.1 The Role of Competitions

Development of life skills is central to the mission of the 4-H Shooting Education Program. The structure, standards and formality of competitive shooting opportunities are useful in the development of these life skills. For this reason, the Virginia 4-H Shooting Education Council hosts a variety of competitions including Spring Air, the State 4-H Shoot, State 4-H Shotgun Champion. These competitions, and any additional 4-H competitions, must be approved by the council. It is important for match directors, instructors/coaches, 4-H’ers and parents to have access to standardized guidelines for each 4-H shooting competition. These guidelines are included in a Match Program.

4.2 Match Programs

Match programs, which include descriptions of each shooting event conducted as part of the competition plus other essential information, are posted on the Virginia 4-H Shooting Education website.

4.3 Shooting Discipline Portfolios

4-H youth competing in 4-H competitions must complete the training, and demonstrate and achieve the proficiencies, outlined in portfolios for each shooting discipline. The following portfolios are posted on the website:

1. Archery
2. Muzzleloading
3. Pistol
4. Rifle
5. Shotgun Page 14

4.4 Selecting Coaches, Development Teams and National Teams to Represent Virginia at the 4-H Shooting Sports National Championships

4.4.1 Policy for Shotgun

4.4.2 Policies for Rifle

a. Air Rifle

b. Smallbore Rifle

4.4.3 Policy for Archery (To be developed)

4.4.4 Policy for Muzzleloading (To be developed)

4.4.5 Policy for Pistol (To be developed)

4.5 Request to Serve as Coach of Record

4.6 Invitation to Join a Development Team

Page 15

**Policy for Selecting Shotgun Coaches of Record, Development Teams and National Teams Representing the Virginia 4-H Shooting Education Program**

In order to represent the Virginia 4-H Shooting Education Program in the shotgun discipline at the 4-H Shooting Sports National Championships, the coach of record, development team, national team/final four, funding and related activities must be approved by the Shotgun Discipline Committee and the Virginia 4-H Shooting Education Council.

**Selecting the Coach of Record for the Shotgun Development Team**

A 4-H certified instructor, with a minimum of two years of experience in the shotgun discipline, may apply to the shotgun committee within two (2) weeks of the Virginia 4-H Shotgun Championship to serve as coach of record for the development team by submitting a *Request to Serve as the Shotgun Coach of Record* form*.* (See attached “Request to Serve” form.)

If more than one instructor applies within two weeks of the Shotgun Championship, the Shotgun Committee will make a recommendation to the Council. The Council will choose the coach of record by closed ballot.

If no instructors step forward within two weeks of the Shotgun Championship, the Shotgun Committee will consider additional applications on a first-come; first-served basis up until December 1st.

**Shotgun Coach of Record Responsibilities**

The Shotgun Coach of Record will:

* Select team members per guidelines listed below and be responsible for overseeing all aspects of preparing and training for, traveling to and from, and participating in the 4-H Shooting Sports National Championships.
* Submit to the Shotgun Committee and the Council the list of development team members detailing who was invited to participate, who accepted and who declined.
* Designate an assistant shotgun coach of record who must also be a 4-H certified shotgun instructor and recruit other volunteers as needed.
* Document scores used for selecting the development team and the national team/final four.
* Submit an After-Action Report to the Shotgun Committee and the Council.

**Selection Process for Shotgun Development Team**

The coach of record will send an *Invitation to Join* form to the ten (10) highest scoring, eligible shooters from the Virginia 4-H Shotgun Championship. (See attached “Invitation to Join” form.) If any of the

highest scoring, eligible shooters decline to participate on the development team, the next highest scoring shooter will be invited and so on, going down the ranking until a development team has been selected. If feasible, prospective team members should be contacted within 30 days of the Virginia 4-H Shotgun Championship.

Page 16

**Selection Process for Shotgun National Team/Final Four**

The national team/final four will be chosen from the high cumulative scores from the Virginia 4-H Shotgun Championship plus a series of additional targets shot in the games of trap, skeet and sporting clays. In addition to the mandatory 200 targets shot at the Shotgun Championship, it is recommended that 300 more targets in each trap, skeet and sporting clays be shot during January, February and March. The national team/final four must be selected at least three months prior to the National Championships.

**Funding and Fund Raising for Shotgun Teams**

Funds may or may not be available from the Virginia 4-H Shooting Education Program to develop and send a shotgun team to the 4-H Shooting Sports National Championships. If funds are available in the *Shotgun Development Team* sub-account, the Coach of Record may apply for up to fifty percent (50%) of the teams’ total expenses. The Shotgun Committee and Council must approve the appropriation of these funds for both Development Team and National Team/Final Four expenditures. The coaches,

4-H members and families are ultimately responsible for raising the funds necessary for preparation and participation in the National Championships.

**Additional Shotgun Guidelines**

Traveling with the shotgun team to the National Championships must be a minimum of two adults designated as the Coach of Record and the Assistant Coach of Record, age 21 or older.

All youth and adults participating on/traveling with the teams must be officially enrolled in the Virginia 4-H Program which now includes a criminal background screening for adult volunteers. Youth members must sign and adhere to the Virginia 4-H Standardized Code of Conduct and adult volunteers must sign and adhere to the Standards of Behavior for Virginia 4-H Volunteers.

Additional expectations will be presented at a mandatory informational meeting for prospective team members and their parents.

The Coach of Record must have in-hand up-to-date Health History Report Forms with original signatures for all youth and adults participating on/traveling with either the development team or the national team/final four.

Page 17

**Specifications for establishment of a Virginia 4H Air Rifle Development Program**

Submitted to and approved by VA Shooting Ed Council 1/12/2014

We recognize that competition exists at the 4H national level and consists of contests that participants are not exposed to at the state level. An AIR RIFLE DEVELOPMENT PROGRAM (ARDP) can be established as an extension of the basic 4H rifle program for the purpose of training youth for national level competition.

The ARDP is established one year at a time with the intent of building a qualified team for the next 4H National Invitational Match. Every ARDP has an annual lifecycle that begins in September and ends after National Competition in July of the following year. An ARDP must be re-authorized each year.

To establish an ARDP:

* + A coach-of-record and assistant coach(es) must step forward with an action plan, timeline, and funding proposal for a specific 4H National Invitational Match(es).
  + The coach-of-record must be a 4H certified rifle instructor with a minimum of 2 years experience working as a 4H rifle instructor in any state. Assistant coaches must be endorsed by the coach-of-record.
  + Both coach-of-record and assistant coach(es) must be endorsed by the Rifle Committee and confirmed by a full Virginia 4H Shooting Education Council vote.
  + ARDP team members must be current members of a Virginia 4H Shooting Education program and must be certified via a VIRGINIA 4-H SHOOTING EDUCATION PROJECT PORTFOLIO—RIFLE prior to joining the ARDP.
  + ARDP team members must comply with current National 4H Shooting Sports Invitational General Rules. This particularly applies to qualified age to make sure shooters will be eligible for the 4H National Invitational Match at the time it is shot, and includes all other rules specified in the reference as they may change over time.
  + Invitations to join the ARDP will be extended to competitors from the most recent State Shoot that constitute the top 10% or 10 individuals (whichever is greater) based on the following aggregate score:
    - 1 times State Shoot 3P air rifle score
    - 2 times State Shoot 3P air rifle score standing position
* Additionally, any individual enrolled in a Virginia 4H shooting education club who is certified with a Rifle Portfolio and has scores from the most recent Spring Air Match or scores from a nationally sanctioned 3P Air rifle match shot within 120 days of the most recent Virginia State Shoot can petition to join the ARDP. The decision to accept the petition belongs solely to the coach-of-record.
* The ARDP will operate in accordance with guidance provided by the latest version of the **Guidelines for Team Development and Competition in 4H National Rifle Competitions.**
* The coach-of-record can, at the coach’s discretion, establish quantitative thresholds to select members to continue participating in the ARDP.
* All funds relative to the ARDP will be handled through the Virginia 4H Shooting Education Council operating account. A complete accounting of funds must be provided to the Virginia 4H Shooting Education Council within 60 days after the 4-H National Match or within 60 days of the dissolution of the ARDP. Excess funds will be allocated to the Virginia 4H Shooting Education Council operating account for use by future Rifle Development Programs.

Page 18

**Specifications for establishment of a Virginia 4H Smallbore Rifle Development Program**

Submitted to and approved by VA Shooting Ed Council 1/12/2014

We recognize that competition exists at the 4H national level and consists of contests that participants are not exposed to at the state level. A Smallbore RIFLE DEVELOPMENT PROGRAM (SRDP) can be established as an extension of the basic 4H rifle program for the purpose of training youth for national level competition.

The SRDP is established one year at a time with the intent of building a qualified team for the next 4H National Invitational Match. Every SRDP has an annual lifecycle that begins in September and ends after National Competition in July of the following year. An SRDP must be re-authorized each year.

To establish an SRDP:

* + A coach-of-record and assistant coach(es) must step forward with an action plan, timeline, and funding proposal for a specific 4H National Invitational Match(es).
  + The coach-of-record must be a 4H certified rifle instructor with a minimum of 2 years experience working as a 4H rifle instructor in any state. Assistant coaches must be endorsed by the coach-of-record.
  + Both coach-of-record and assistant coach(es) must be endorsed by the Rifle Committee and confirmed by a full Virginia 4H Shooting Education Council vote.
  + SRDP team members must be current members of a Virginia 4H Shooting Education program and must be certified via a VIRGINIA 4-H SHOOTING EDUCATION PROJECT PORTFOLIO—RIFLE prior to joining the SRDP.
  + SRDP team members must comply with current National 4H Shooting Sports Invitational General Rules. This particularly applies to qualified age to make sure shooters will be eligible for the 4H National Invitational Match at the time it is shot, and includes all other rules specified in the reference as they may change over time.
  + Invitations to join the SRDP will be extended to competitors from the most recent State Shoot that constitute the top 10% or 10 individuals (whichever is greater) based on the following aggregate score:
    - 1 times State Shoot 3P small-bore score
    - 2 times State Shoot 3P small-bore score standing position
* Additionally, any individual enrolled in a Virginia 4H shooting education club who is certified with a Rifle Portfolio and has scores from a nationally sanctioned 3P smallbore rifle match shot within 120 days of the most recent Virginia State Shoot can petition to join the SRDP. The decision to accept the petition belongs solely to the coach-of-record.
* The SRDP will operate in accordance with guidance provided by the latest version of the **Guidelines for Team Development and Competition in 4H National Rifle Competitions.**
* The coach-of-record can, at the coach’s discretion, establish quantitative thresholds to select members to continue participating in the SRDP.
* All funds relative to the SRDP will be handled through the Virginia 4H Shooting Education Council operating account. A complete accounting of funds must be provided to the Virginia 4H Shooting Education Council within 60 days after the 4-H National Match or within 60 days of the dissolution of the SRDP. Excess funds will be allocated to the Virginia 4H Shooting Education Council operating account for use by future Rifle Development Programs.

Page 19

**Request to Serve as Coach of Record**

Name of Event and Discipline

**4-H Shooting Sports National Championships –** *(List discipline)*

Contact Information

*(List name, address, cell phone number and e-mail of individual requesting to serve as Coach of Record)*

Qualifications of Coach of Record

*(List qualifications of individual requesting to serve as Coach of Record. Individual must be certified and have a minimum of two (2) years of experience working with 4-H members in stated discipline. List dates of basic certification and advanced trainings if applicable.)*

Assistant Coach of Record

*(List name of individual who will be assisting the Coach of Record and traveling to the National Championships. This individual must also be certified in the stated discipline. List date of basic certification.)*

Please note: Assistant Coach of Record may be appointed at a later date.

Equipment Required for the Event

*(List equipment required and how equipment will be obtained)*

Schedule of Planned Activities for the Development of the Team

*(Develop a time-line for activities including informational meetings, team building exercises, practices, competitions, etc.)*

Estimated Budget

*(Develop an itemized budget including meals, lodging, airfare, rental vehicle, gas, training expenses, ammunition, entry fees, team apparel, etc.)*

**Total = $ \_\_\_\_\_\_\_\_\_\_**

Fundraising

*(List strategies for fundraising)*

Page 20

**Invitation to Join a Virginia 4-H Development Team**

*This section to be filled out by Coach of Record*

This is an invitation for \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ to join the

*(Name of 4-H Member)*

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ development team.

*(Name of Discipline)*

The top four shooters on the Development Team, *the Final Four*, will have an opportunity to represent Virginia at the 4-H Shooting Sports National Championship.

Coach of Record \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**4-H Member Agreement:** I agree to abide by the *Virginia 4-H Standardized Code of Conduct* and other expectations set forth by the above named Coach of Record.

**4-H Member Signature** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date \_\_\_\_\_\_\_\_\_

Shirt/Blouse/Vest Size \_\_\_\_\_\_\_ Right/Left Handed \_\_\_\_\_\_\_ Cap Size \_\_\_\_\_\_\_

**Parent Approval:** We (I) grant permission for our (my) above named child to participate on the Development Team in the above named discipline and event. We (I) will support him/her in fulfilling the responsibilities associated with this opportunity. We (I) understand that there may be some expense (equipment, ammunition, targets, registration fees, meals, lodging, transportation, etc.) associated with this team/event.

**Parent(s) Name** (Please print) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Parent Signature** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date \_\_\_\_\_\_\_\_\_

**Parent Signature** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date \_\_\_\_\_\_\_\_\_

We certify that the above named 4-H member is enrolled, active and in good standing in our 4-H Shooting Club and Unit 4-H Program. We support his/her application for a position on this Development Team with an opportunity to represent Virginia at the 4-H Shooting Sports National Championships.

**Non-Parent Club Leader Name** (Please Print) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Non-Parent Club Leader Signature** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date \_\_\_\_\_\_\_\_\_\_

**Extension Agent Name** (Please Print) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Extension Agent Signature** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date \_\_\_\_\_\_\_\_\_\_

Page 21