

# North Dakota Wildlife Federation Youth Activities Grant Application



**Send the completed application to the NDWF main office at:**

**NDWF, 1605 E Capitol Ave, Suite 201, Bismarck, ND 58501**

**Or**

**Kerry Whipp, Education / Grant Committee Chair, 1368 71st Ave SE, Pingree,  
ND 58476 Email: [kwhipp@daktel.com](mailto:kwhipp@daktel.com)**

The North Dakota Wildlife Federation is a grassroots organization, which protects and enhances North Dakota's wildlife, wildlife habitat and access to that habitat, and promotes hunting, fishing, trapping and other wildlife related activities through education, programs, and projects.



**Complete the following for requests in support of the Clay Target League**

School District: \_\_\_\_\_

District Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

School District Phone Number: \_\_\_\_\_

Program Contact Person (Superintendent, Activities Director, Head Coach, Etc.):  
\_\_\_\_\_

Contact Person Phone Number: \_\_\_\_\_

Contact Person E-mail address: \_\_\_\_\_

Number of students participating in the Clay Shooting League in the current year:  
\_\_\_\_\_

Amount of funds raised by the school district, program participants and/or benefactor in support of the districts clay target league program: \$\_\_\_\_\_

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**The following is for NDWF use only:**

Grant application ID: \_\_\_\_\_

Confirmation of Wildlife / Sportsmen's Club is an affiliate of the NDWF:  
\_\_\_\_\_

Grant Fund Amount provided to the school district: \$\_\_\_\_\_

Comments: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

## **ND State High School Clay Target League – NDWF Grant application guidelines**

For a North Dakota school, which is participating in the North Dakota State High School Clay Target League, to request financial support from the North Dakota Wildlife Federation (NDWF) in the form of a grant, the following requirements must be met:

1. The requesting school must request and secure the support of a local wildlife or sportsmen's club in the form of a sponsorship.
  - a. This sponsorship may be in the form of financial, in-kind or to lend the clubs name to the school, as a way to vouch for and promote the school in its participation in the North Dakota State High School Clay Target League. The local wildlife or sportsmen's club, will affirm the school's participating in the program.
2. The wildlife or sportsmen's club which is the sponsor of the requesting school, must be or become an affiliate club of the North Dakota Wildlife Federation, meeting the requirements of the terms of affiliation.
  - a. The school seeking financial support from their North Dakota State High School Clay Target League must make that request in partnership with its sponsoring affiliated club, signed by one of the clubs executive officers.
  - b. The request will be on a form, formatted by and for the NDWF.
3. The North Dakota Wildlife Federation will consider these requests and use the following as a guideline in granting the request.
  - a. The financial support will be in the form of a grant
    - i. Grants (in this case) are non-repayable funds disbursed by one party (NDWF), to a recipient, (the educational institution). In order to receive a grant, some form of "Grant Writing" often referred to as either a proposal or an application is required.
  - b. The grant will go directly to subsidize the cost of the participating student(s) and the participating school, and will be applied toward the cost associated with targets, uniforms, cost of operation of the clay target facility and the cost of ammunition and shooting equipment for the students.
  - c. The grant money may not and will not be used to purchase firearms for the students, the school or the team.
  - d. The North Dakota Wildlife Federation will utilize a matching program for its allocation of grant money to any school district.
    - i. (Example) the school district, program participants or other group supporting the high school clay target league holds a fundraising event, and this event does raise money for the program.
    - ii. A benefactor provides financial support for the high school clay target league for the school district.

iii. The amount of money raised or donated can be matched by the NDWF grant program up a maximum of \$2500.00 per request.

e. At the end of the shooting season, the requesting school districts will be required to submit a copy of the league score sheets for all their students participation the in the program. The NDWF Board of Directors will verify and confirm the number of students submitted on the score sheets against the number of students listed in the grant request. These numbers must coincide for the grant to be finalized.

i. If the school district fails to submit these score sheets, it will disqualify the district from any further grants funding from the North Dakota Wildlife Federation for the following season.

1. If the number of participating students listed on the score sheets does not coincide with the number of student submitted on the grant request, the district must submit a letter of explanation as to why there is a difference in the submitted and participating number of students.

2. Failure of the district to submit a letter of explanation would disqualify the district from receiving a grant for the next one (1) year.

ii. The NDWF may request a grant recipient school to present the schools program that utilized the funds at its annual convention. The annual convention is typically held in January of a given year.

## **NDWF Policy on Small Grant Proposals for Gaming Funds**

The amount of funding available shall be the net gaming proceeds from the preceding year's gaming proceeds (typically the vehicle raffle held in Barnes County in the spring). This amount is approximate, and may be rounded up to the nearest thousand dollars. From the net proceeds, generally no small grant shall be for more than \$ 2,500.00. An award grant application form shall be developed for applying for and evaluating applications. After June 30th, the applications shall be due November 30, for Executive Board review and recommendations and delegate approval at the Annual Convention (January). Gaming proceeds not awarded in any given calendar year will be carried over and added to the net proceeds available for the following year. Projects to be considered for NDWF approval must be conservation oriented; fish and wildlife, habitat, youth conservation education, scholarships, youth camps, etc. Evaluation criteria: Event or program must be hosted or partnered by or with an NDWF affiliate or associate club or educational organization. Grants will not be provided to individuals. Grant funds shall be awarded to an affiliated or associated club or organization for that club or organization's planned activity. NDWF funds must be matched by the grant requester or other organization. The grantee's match may be cash, materials, or in-kind services or volunteer labor. NDWF fund shall be no more than 50 % of the total project or event costs. Activity/program shall be in North Dakota unless part of a regional or national event/program. Grants will generally be one-time contributions. Priority will be given to new projects. Grant recipients are required to submit a written report within 60 days of the conclusion of the project or activity, and may be requested to make an oral presentation at the annual convention (Board meeting or delegate conference). If no written report is received, applicants will not be eligible for future grants.

*Approved at January 20, 2017 Executive Board meeting, NDWF.*