

**IDAHO DEPARTMENT OF FISH AND GAME**

**Cal Groen, Director**

**Project W-159-HS-36**

**Annual Performance Report**



**HUNTER EDUCATION PROGRAM**

July 1, 2006 to June 30, 2007

Prepared By:

Ron Fritz  
State Hunter Education Coordinator

September 2007  
Boise, Idaho

Findings in this report are preliminary in nature and not for publication without permission of the Director of the Idaho Department of Fish and Game.

The Idaho Department of Fish and Game adheres to all applicable state and federal laws and regulations related to discrimination on the basis of race, color, national origin, age, gender, or handicap. If you feel you have been discriminated against in any program, activity, or facility of the Idaho Department of Fish and Game, or if you desire further information, please write to: Idaho Department of Fish and Game, PO Box 25, Boise, ID 83707; or the Office of Human Resources, U.S. Fish and Wildlife Service, Department of the Interior, Washington, DC 20240.

This publication will be made available in alternative formats upon request. Please contact the Idaho Department of Fish and Game for assistance.

## TABLE OF CONTENTS

NEED .....	1
OBJECTIVES .....	1
EXPECTED RESULTS AND BENEFITS .....	1
APPROACH .....	2
LOCATION .....	4
COSTS .....	4
PROJECT PERSONNEL.....	5
APPENDIX A.....	6

**PROJECT ANNUAL REPORT  
IDAHO DEPARTMENT OF FISH AND GAME**

**GRANT NUMBER:** W-159-HS

**SEGMENT NUMBER:** 36

**GRANT TITLE:** Hunter Education Program

**AGREEMENT PERIOD:** July 1, 2006—June 30, 2007

**NEED**

The Idaho Department of Fish and Game (Department) and the Fish and Game Commission are charged with the preservation, protection, perpetuation, and management of all wildlife in Idaho. They are also charged with the regulation and method of take of those species. Safe and responsible hunting is the key to both the mission of the Department and the methods whereby people are able to have a safe and enjoyable hunting experience.

**OBJECTIVES**

The overall objective of this project is to provide and manage 2 legislatively mandated programs: basic hunter education and bowhunter education. Both programs will be in accordance with the current 5-year plan for hunter education in Idaho. The hunter and bowhunter education programs will be made available throughout the state.

State and regional hunter education responsibilities include planning, coordinating and evaluating the regional program and regional needs; and reviewing, modifying, and implementing course curriculums to achieve State hunter education program goals and objectives. Other responsibilities include recruiting, training, and evaluating instructor performance; maintaining programs records and documentation; conducting research/surveys to determine future program needs; and providing technical direction to instructors and agency personnel.

Additional regional objectives include: conducting training for new instructors and in-service training for active instructors, conducting hunting workshops for students and the handicapped, and conducting a trapper training course.

The basic hunter education and bowhunter education program for the state of Idaho is described in Appendix A.

**EXPECTED RESULTS AND BENEFITS**

We expect that by implementing this program, hunting accidents throughout the state will be minimized. We also anticipate that coordination between Hunter Education Coordinators (HEC) and instructors will be expanded. Another benefit of program implementation will be increased coordination of regional hunter education program needs. Participation in hunting and recreational shooting will contribute to increased hunter recruitment, and the enhanced quality of the hunter education program will support an increase in the number of hunters. Improved

hunter / landowner relations, expected due to teaching respect for private lands, should contribute to more land being opened to hunting.

## **APPROACH**

1. Volunteer instructors and Hunter Education Technicians (HETs) will conduct hunter and bowhunter education classes throughout the state.

*Accomplishment:* A total of 522 classes (399 hunter education and 123 bowhunter education classes) were conducted statewide during this agreement period. There were a total of 7,482 hunter education and 1,785 bowhunter education course graduates.

2. The HETs will provide comprehensive standardized in-service training courses to all instructors throughout all regions, statewide.

*Accomplishment:* All 7 regional HETs provided coordination, guidance, program support, and formal or informal instructor training for active instructors in their regions. Eleven in-service training seminars at the regional level were conducted with a total of 126 instructors attending.

3. The HETs will provide new instructors with new instructor training and all materials necessary to teach the course and those provided to students.

*Accomplishment:* Thirteen formal new instructor-training workshops were conducted. Training was provided to 110 new hunter and bowhunter education instructor candidates. Some instructor candidates received training on an individual basis. Each received approximately eight hours of training and a copy of all student materials in addition to instructor material and training aids necessary to aid in teaching the courses.

4. A Customer Service Representative at Hunter Education Distribution Center (HEDC) in Boise will distribute hunter education resource materials to all instructors statewide as instructors request materials and supplies.

*Accomplishment:* All hunter education class supplies and resource materials for instructors are distributed from a central distribution center located in Boise by a customer service representative. A toll-free supply request phone line is available to instructors. In a recent service upgrade, class supply requests are now received by a call center operator and relayed to the HEDC. This has proven to be more efficient and reduced errors.

5. The HETs will assure that incentive and length of service awards are provided to actively participating instructors. Instructor performance will be recognized at the regional level as Instructor-of-the-Year.

*Accomplishment:* Incentive and service awards are available to all active program instructors via an established statewide Volunteer Instructor Incentive Awards Program. One outstanding instructor from each region was selected as the Regional Instructor-of-

the-Year and one as the State Instructor-of-the-Year. The State Instructor-of-the-Year was also nominated for the national Winchester Hunter Education Volunteer Instructor-of-the-Year Award.

6. The Department periodically will send all active instructors newsletters and/or the IDFG News and the *Hunter & Shooting Sports Education Journal*, the official publication of the International Hunter Education Association. Students and instructors will receive the *Hunter's Handbook*, as published by Focus Group, Inc.

Accomplishment: Several regional newsletters were mailed out in the more populated regions. Three different issues of the *Hunter & Shooting Sports Education Journal* were distributed to all active instructors. A free annual publication, *The Hunter's Handbook*, was distributed to all students and active instructors. The IDFG publication, the *Idaho Fish and Game News*, is being sent periodically to all active instructors. Another annual publication, *Broadhead*, published for the National Bowhunter Education Foundation, was distributed to all bowhunter education instructors and students.

7. The HETs will provide advanced youth hunter education with adult-mentored youth hunts for upland game, waterfowl, and other game. Emphasis will be on first-time hunters with controlled supervision by adults.

Accomplishment: Twenty-five clinics and workshops were conducted and attended by over 500 youth and adults. These clinics and workshops included women's archery, Women in the Outdoors, and youth hunting clinics. Twenty four mentored hunts were held for a total of over 50 youth. The mentored hunts focused on deer, upland game, and migratory waterfowl.

8. The Department will maintain a separate cost center and coding under the Department's current activity-based cost accounting system to track all expenditures from the Section 4 funds.

Accomplishment: A separate cost-center tracking accounting system is being maintained to track all hunter education expenditures.

9. The HETs will research the feasibility of implementing a statewide trapper education program.

Accomplishment: A statewide trapper education program based on materials provided by the International Association of Fish and Wildlife Agencies (IAFWA) has taken longer to develop than anticipated. Preliminary development is almost complete and a pilot class is planned for late fall 2007.

10. All Hunter Education Program staff and volunteer instructors will recruit additional hunter and bowhunter education instructors.

Accomplishment: During the agreement period, 110 new hunter education and bowhunter education instructors were recruited.

**LOCATION**

Statewide, Idaho

**COSTS** (As of June 30, 2006):

Hunter Education Enhancements and Costs:

1. Employed part-time State Hunter Education Customer Service Representative to manage the Hunter Education Distribution Center, which provides logistical support to hunter education instructors; a Hunter Education Records Technician; 7 HETs to coordinate the program in the IDFG regions and part-time regional help as necessitated (\$239,785 in salary & benefits).
2. Administrative overhead (\$52,161).
3. Hunter education course materials will be purchased and upgraded, as will supplies and other equipment (\$45,559).
4. Capital expenses for the “Shooting Range Equipment Enhancement Grant Program” (\$616).

PR Funding Source	Personnel	Operating Expenses	Capital	Overhead (18.28%)	Project Agreement Amount		
					Federal Share	State Share <sup>a</sup>	Project Total
Section 4	\$239,785	\$45,559	\$616	\$52,161	\$338,121	\$112,707	\$450,828

<sup>a</sup> In-kind match includes 4,525 volunteer instructor hours at a rate of \$28.20 per hour. This hourly rate is based on the average salary and benefits for a Wildlife Educator, who typically performs educational teaching functions that correspond with those performed by Hunter Education Program volunteer instructors. With the Department’s updated Hunter Education database records application, information from hunter education class record sheets, which contain lead and assistant instructor volunteer hours, is entered into the database via a Scantron scanner. The completed record sheets are signed by the lead instructor. Once all class information, including available student information (name, address, phone number, social security number, etc.) is entered, the total number of volunteer instructor hours for a specified time period can be determined by a simple query of the database. During this grant agreement period, a total of 16,538 volunteer instructor hours were recorded. Of this total, 946 volunteer instructor hours will be applied to the Section 10 Hunter Education Grant. An excess of 11,067 hunter education volunteer instructor hours remain available.

**PROJECT PERSONNEL** (As of June 30, 2007):

Headquarters: Ron Fritz, State Hunter Education Coordinator IDFG Headquarters  
Colleen Cade, HE Records Technician, IDFG Headquarters

Regions: Brandon Jackson, IDFG Hunter Education Distribution Center, Garden City  
David Nelson, Hunter Education Technician, IDFG Panhandle Region  
Betty Lillibridge, Hunter Education Technician, IDFG Clearwater Region  
Dan Papp, Wildlife Educator, IDFG Southwest Region  
Clayton Nielson, Hunter Education Technician, IDFG Magic Valley Region  
Terri Bergmeier, Hunter Education Technician, IDFG Southeast Region  
Sammie Hendricks, Hunter Education Technician, IDFG Upper Snake Region  
Bonnie Jakubas, Hunter Education Technician, IDFG Salmon Region

## APPENDIX A

### The Basic Hunter Education Program:

1. Student manuals and supplies were distributed to over 10,250 Hunter Education students during the grant period.
2. Instructor Training Guides and other training materials were distributed to 110 new Hunter Education instructors.
3. All hunter education students are required to successfully complete a live-fire and field exercise to receive their certification. Rifles, targets and ammunition for the exercise are provided to students.
4. The minimum length required by state statute is 12 hours. The average class length for courses conducted during the agreement period was 18 hours.
5. Hunter education classes will include, as a minimum, the following subjects:
  - a. Firearm safety
  - b. Landowner/Sportsman relations
  - c. Responsible hunter behavior
  - d. Selection of equipment/preparedness
  - e. Wildlife laws
  - f. Wildlife management
  - g. Wildlife identification
  - h. Field care and transport of game
  - i. First aid and survival skills
  - j. Live-firing exercise
  - k. Introductory muzzleloader education (optional)
  - l. Introductory bowhunter education (optional)

The core curriculum for Hunter Education classes includes subjects a. through j. Subjects k. and l. are optional.

6. The basic hunter education course has been available on the Internet since May 2005. During this agreement period, 566 students completed the basic online course.

### The Basic Bowhunter Education Program:

1. National Bowhunter Education Foundation (NBEF) student manuals and other student supplies were provided to over 2,000 bowhunter education students during this agreement period.
2. By state statute, the minimum length a bowhunter education course must be 8 hours. Bowhunter education classes averaged 14 hours in length.

3. Bowhunter education classes will include, as a minimum, the following subjects:
  - a. Safety
  - b. Bowhunter responsibilities
  - c. Selection of equipment/preparedness
  - d. Wildlife law and bowhunters
  - e. Wildlife management
  - f. Bowhunting techniques
  - g. Bowhunting practice
  - h. First aid and survival skills
  - i. Shot placement, recovery, and care of game
4. An online bowhunter education course was implemented and was available on the Internet in January 2006. During the agreement period, 377 students completed the online portion of the course.

**Hunter and Bowhunter Education Program:**

1. Both programs require students to successfully complete a standardized written examination as a requirement for certification.
2. The Hunter Education final examination was reviewed and found to effectively meet the program needs. The Bowhunter course final examination was completely revised.
3. Both hunter and bowhunter education courses are available on the Internet for the public as an alternative to the traditional courses. A workbook-based self-study hunter education course is also available as an alternative course.
4. During FY07, instructors provided a total of 16,583 hours of hunter and bowhunter education instruction at the stipulated hourly rate. These hours are more than adequate for the Department's in-kind match for this grant. The instructor tasks performed by the hunter and bowhunter volunteer instructors are closely aligned with those performed by the IDFG Wildlife Educator. Therefore, in FY06 the hourly rate was established at \$28.20/hr. to coincide with the Wildlife Educator's pay rate plus benefits.
5. Each of the 7 Idaho Fish and Game regions has a Hunter Education Technician who provides regional coordination, guidance, and support for the program. They are supervised by their respective Regional Conservation Educator.
6. All hunter education class supplies and resource materials for instructors are distributed from a central Hunter Education Distribution Center located in Boise by a customer service representative.
7. Over 5,000 active and inactive hunter and bowhunter education instructor records and 219,000 student records in an active database are maintained by a hunter education records clerk. This database is constantly being updated to provide the most current

information. The clerk frequently enters new data and provides customer support for instructors and individuals needing replacement certificates.

Submitted by:

*Ron Fritz*

---

State Hunter Education Coordinator

Approved by:

IDAHO DEPARTMENT OF FISH AND GAME

*Dale E. Towell*

---

Dale E. Towell  
Wildlife Program Coordinator  
Federal Aid Coordinator

*J. W. Unsworth*

---

James W. Unsworth, Chief  
Bureau of Wildlife

## FEDERAL AID IN WILDLIFE RESTORATION

The Federal Aid in Wildlife Restoration Program consists of funds from a 10% to 11% manufacturer's excise tax collected from the sale of handguns, sporting rifles, shotguns, ammunition, and archery equipment. The Federal Aid program then allots the funds back to states through a formula based on each state's geographic area and the number of paid hunting license holders in the state. The Idaho Department of Fish and Game uses the funds to help restore, conserve, manage, and enhance wild birds and mammals for the public benefit. These funds are also used to educate hunters to develop the skills, knowledge, and attitudes necessary to be responsible, ethical hunters. Seventy-five percent of the funds for this project are from Federal Aid. The other 25% comes from license-generated funds.

