

IDAHO DEPARTMENT OF FISH AND GAME

Cal Groen, Director

Project W-180-E-4

Annual Performance Report



HUNTER EDUCATION PROGRAM ENHANCEMENT

July 1, 2008 to June 30, 2009

Prepared By:

Ron Fritz
State Hunter Education Coordinator

September 2009
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Findings in this report are preliminary in nature and not for publication without permission of the Director of the Idaho Department of Fish and Game.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.

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

GRANT NUMBER: W-180-E

SEGMENT NUMBER: 4

GRANT TITLE: Hunter Education Program Enhancement

AGREEMENT PERIOD: July 1, 2008—June 30, 2009

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 huntable species. Safe and responsible hunting is the key to both the mission of the Department as well as the methods whereby people are able to have a safe and enjoyable hunting experience.

OBJECTIVE:

Hunter Education Program Enhancement (Section 10)

The objective of this project is to provide enhanced overall statewide coordination and management for two legislatively mandated programs: basic hunter education and bowhunter education. Both programs will be conducted in accordance with the current Five-Year Plan for Hunter Education in Idaho. It is also within the objective to provide statewide program facilitation, program promotion, and monitoring and management of the enhanced statewide hunter education program.

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

To provide continuing statewide assessment of ranges and a small grants program for hunter education equipment that is used at ranges.

EXPECTED RESULTS AND BENEFITS:

The anticipated results and benefits of this project include direct supervision of the overall state hunter education program, expanded coordination with regional hunter education technicians and instructors, increased focus on program goals and enhanced standardization of the program, increased efficiency in the distribution of program supplies, more effective budget management and expenditure of program funds, and improved interfacing and relations with local news media.

APPROACH:

The State Hunter Education Coordinator (SHEC) will facilitate, promote, coordinate, monitor and manage statewide hunter education programs by:

Project 1 Program Enhancement:

1. Supervising a Customer Service Representative, who operates the Hunter Education Distribution Center (HEDC) located in Boise. The HEDC distributes 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.

2. Representing the state in the International Hunter Education Assn. (IHEA) and holding the state chapter charter.

Accomplishment: Maintain state membership in the IHEA and frequent communication between IHEA and other member state hunter education program administrators. Hold state chapter charter. Currently, there are 2 subchapters in Idaho (Idaho Falls and Boise).

3. Supervising improvements to the instructor awards program including incentive and longevity awards provided to actively participating instructors. Instructor performance will be recognized at the regional level with one instructor being selected "Regional Instructor of the Year". One "Regional Instructor of the Year" will be chosen as "Idaho's Instructor of the Year". That individual will be submitted for the national "Winchester Volunteer Hunter Education Instructor of the Year" Award.

Accomplishment: Incentive and service awards are available to all active program instructors via an established statewide Volunteer Instructor Recognition Program. The recognition program was completely revised this year as a result of the findings of a previous audit. 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 Federal Ammunition / ATK Hunter Education Volunteer Instructor-of-the-Year Award.

4. Evaluating the effectiveness and making appropriate enhancement recommendations for the Internet based online class registration process launched in March 2008.

Accomplishment: The Online Registration Process was successfully launched according to the proposed outline in March 2008. During the project year 8370 students used the new improved process to register for hunter or bowhunter registration classes.

5. Reviewing hunter education course curriculum and recommending changes to increase availability to the public.

Accomplishment: The review of the Hunter Education Course Curriculum is almost complete. The modified curriculum will facilitate shortened classroom time which should appeal to the public. It will meet the IHEA recommended certification standards.

6. Updating the list, from Regional Staff, of prioritized shooting range enhancement needs. This will include any changes in assessments of range needs.

Accomplishment: Updated shooting range needs information was received from the regional staff. A review of shooting range information and needs is currently under review.

7. Maintaining a separate cost center and coding which will continue to track expenditures from the Section 10 funds under the current activity based cost accounting system.

Accomplishment: A cost center and related coding dedicated to tracking Section 10 funds and expenditures under our current activity based cost accounting system is maintained.

8. Maintaining a comprehensive, hunter education database software program to accurately track hunter education student, instructor and class statistical information.

Accomplishment: A comprehensive database program is continuously maintained to provide accurate and current hunter education student, instructor and class statistical information.

9. Managing the improved fiscal aspects of the Hunter Education Program to ensure efficient and proper use of federal funds and resources; comply with other state and federal rules, regulations, and acts.

Accomplishment: Using a cost center tracking accounting system, we closely monitor expenditures to assure compliance with federal and state requirements.

10. Reviewing and enhancing the hunter education administrative and statistical information management system/process.

Accomplishment: This process is reviewed continuously and improved as necessary.

Project 2: Range Enhancement:

1. Soliciting input from Regional Hunter Education Technicians for enhancements to the effectiveness of the shooting range portion of the Hunter Education Program.

Accomplishment: Open two-way communication via email and telephone is constantly encouraged to assure open dialogue between the state program coordinator and the regional technicians. Input from the Regional Hunter Education Technicians regarding the Hunter Education Program shooting range needs is solicited and received throughout the year.

2. Providing funding for Farragut, Black's Creek and two indoor shooting range improvements using state funds.

Accomplishment: Due to a legal decree the shooting range project improvements and funding for Farragut are focused on bringing the project priorities into compliance with the decree. Improvements for the Farragut and Black's Creek outdoor ranges and two indoor shooting ranges are under way.

LOCATION: Boise Idaho IDFG Headquarters.

COST:

Hunter Education Enhancements and Cost Estimates

1. SHEC to coordinate the entire hunter education program statewide. (\$51,540 Fulltime salary & benefits)
2. Administrative overhead (\$10,919)
3. Operating dollars (\$12,424) will be used to upgrade hunter education course materials, supplies, equipment; attend training conferences; conduct instructor in-service training sessions around the state to increase the competency of the volunteer instructors; and to update a study to determine percentage of Hunter Education Graduate License recipients who purchased hunting licenses in subsequent years.

PR Funding Source	Personnel	Operating Expenses	Capital	Overhead (17.07%)	Federal Share	State Share*	Project Total
Section 10	\$51,540	\$12,424	0	\$10,919	\$57,662	\$19,221	\$76,883

Note 1: These financial figures based on data available as of July 1, 2009.

* In-kind match includes 682 hours of the projected volunteer instructor hours (see note below) expended during FY 09 at a rate of \$28.20 per hour. This hourly rate is based on the average salary and benefits of a Wildlife Educator, who typically performs educational functions very similar to the 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 Scranton scanner. The completed record sheets are signed by the lead instructor. Once all class information is entered, the total number of volunteer instructor hours for a specified time period can be determined by a simple query of the database.

Note 2: All hunter and bowhunter class records for FY 2009 records have not yet been entered into the database. Currently, a total of 8830 volunteer hours are reflected in the database based on actual records entered from 1 July 2008 to date. The 682 volunteer hours are based on actual records entered. When the remaining records for FY 2009 (1 Jan – 30 June 2009) are entered, the total volunteer instructor hours for the FY 2009 grant period is projected to exceed 10,000 hours. Of this total 4,303 volunteer instructor hours will be applied to the Hunter Education Program Section 4 grant.

PROJECT PERSONNEL:

Headquarters: Ron Fritz, Project Leader, State Hunter Education Coordinator, IDFG Boise

Appendix A
The Idaho Department of Fish and Game Hunter Education Program Outline

The Basic Hunter Education Program:

1. Student manual and supplies will be provided to an estimated 9,000 hunter education students.
2. Instructor training materials will be furnished to all current and new hunter education instructors prior to training.
3. All hunter education students will be required to participate in a live-fire practice exercise. Rifles and ammunition will be provided.
4. The minimum length of an International Hunter Education Association (IHEA) approved hunter education class will be 12 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. Introductory muzzleloader education (optional)
 - k. Introductory bowhunter education (optional)
 - l. Live-firing exercise

The Basic Bowhunter Education Program

1. Student manuals and supplies will be provided to an estimated 2,000 bowhunter education students.
2. Instructor training materials will be furnished to all current and new bowhunter education instructors prior to training.
3. The minimum length of an approved International Bowhunter Education Program (IBEP) bowhunter education class will be 8 hours.
4. 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

5. Implement an online bowhunter education course.

Hunter and Bowhunter Education Program

1. A standardized written final examination is given in both programs.
2. An optional independent study hunter education course and Internet-based hunter education and bowhunter education courses are available for persons unable to attend a traditional course.
3. Instructors will provide the needed in-kind match at the average Wildlife Educator hourly rate of \$28.20 per hour.
4. Seven Regional Hunter Education Technicians coordinate hunter education activities, recruit and train volunteer instructors in their respective local regions.
5. A Hunter Education Distribution Center provides logistical and class material support for volunteer instructors.
6. An administrative clerk maintains hunter education database, class and instructor records.
7. Idaho has over 1000 active hunter and bowhunter education volunteer instructors.

Submitted by:

Ron Fritz

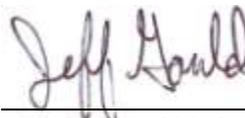
State Hunter Education Coordinator

Approved by:

IDAHO DEPARTMENT OF FISH AND GAME



Brad Compton, Asst. Chief
Bureau of Wildlife



Jeff Gould, 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.

