

**Nebraska 4-H Shooting Sports
National Wild Turkey Federation
Resource Reimbursement Program Guidelines**

The following guidelines govern the reimbursement of resources available from the Nebraska 4-H Shooting Sports Program.

1. **General Provisions.** Reimbursement will be provided to qualifying projects or activities that promote firearms and hunting safety; enhance the marksmanship skills of those participating in 4-H shooting sports; or provide opportunities to practice and develop life skills. Applicants must show additional support to fund the reimbursement request.

2. **Projects/Programs Eligible for Funding.** Reimbursement requests must conform to, and foster the purposes set forth in the spirit of the Nebraska 4-H Shooting Sports Program. These purposes are as follows:
 - To promote, advance and encourage firearms and hunting safety.
 - To educate individuals, including the youth of Nebraska, with respect to firearms and firearms history and hunting safety and marksmanship, as well as with respect to other subjects that are of importance to the well-being of the general public.
 - To promote the highest standards of safety, sportsmanship and ethical behavior.
 - To embrace development of participant's self-concept, character and personal growth through safe, educational and socially acceptable involvement in shooting activity.

3. **Applications.** All requests must be submitted on the Nebraska 4-H Shooting Sports Resource Reimbursement Form. Applications must be submitted to the State 4-H Office before December 31, 2009.

4. **Post-Distribution Requirements.** Upon approval for reimbursement and completion of the project, all organizations or groups must complete and return to the State 4-H Office a request narrative that provides the details and accounting for how the funds were spent. Reimbursement funds may only be expended in furtherance of the project documented on the request form. Receipts must be provided to document reimbursable expenses. Request narratives should be complete as possible and include all receipts for items purchased and/or expended. Recipients will receive a check for the award amount after the State 4-H Office receives and approves the request narrative and expense receipts. **Request narratives and receipts are due to the State 4-H Office no later than June 1, 2010. Requests received after June 1, 2010 will not be reimbursed.**

Expending funds for purposes other than those for which they were sought will preclude the reimbursement of monies to the recipient. No funding will be awarded to an applicant for payment of administrative fees, salaries, office overhead, or other similar charges. The Nebraska 4-H Shooting Sports Program does not approve multi-year funding of projects.

Requests must be submitted for consideration each year and, the fact that a reimbursement request was approved in one year shall not be construed as a guarantee of funding in subsequent years.

5. **Annual Time Line of Funding Process:**

October/November/December:	Promote and release information to counties and clubs. Receive applications forms.
December 31:	Deadline for applications.
January/February:	State 4-H Shooting Sports Advisory Committee selects and notifies applicants.
June 1:	Deadline for requesting reimbursement.

6. **For More Information or Questions Contact:**

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