



Hunting Heritage Super Fund Manual

September 2022



1.0 Introduction 4

2.0 How To Spend Hunting Heritage Super Fund Money6

3.0 Hunting Heritage Super Fund Project Guidelines10

4.0 Hunting Heritage Super Fund Tips22

Appendix A - Jakes Outreach Contribution Funds and Outreach Fundraising Events 26

Appendix B - Super Fund Budget28

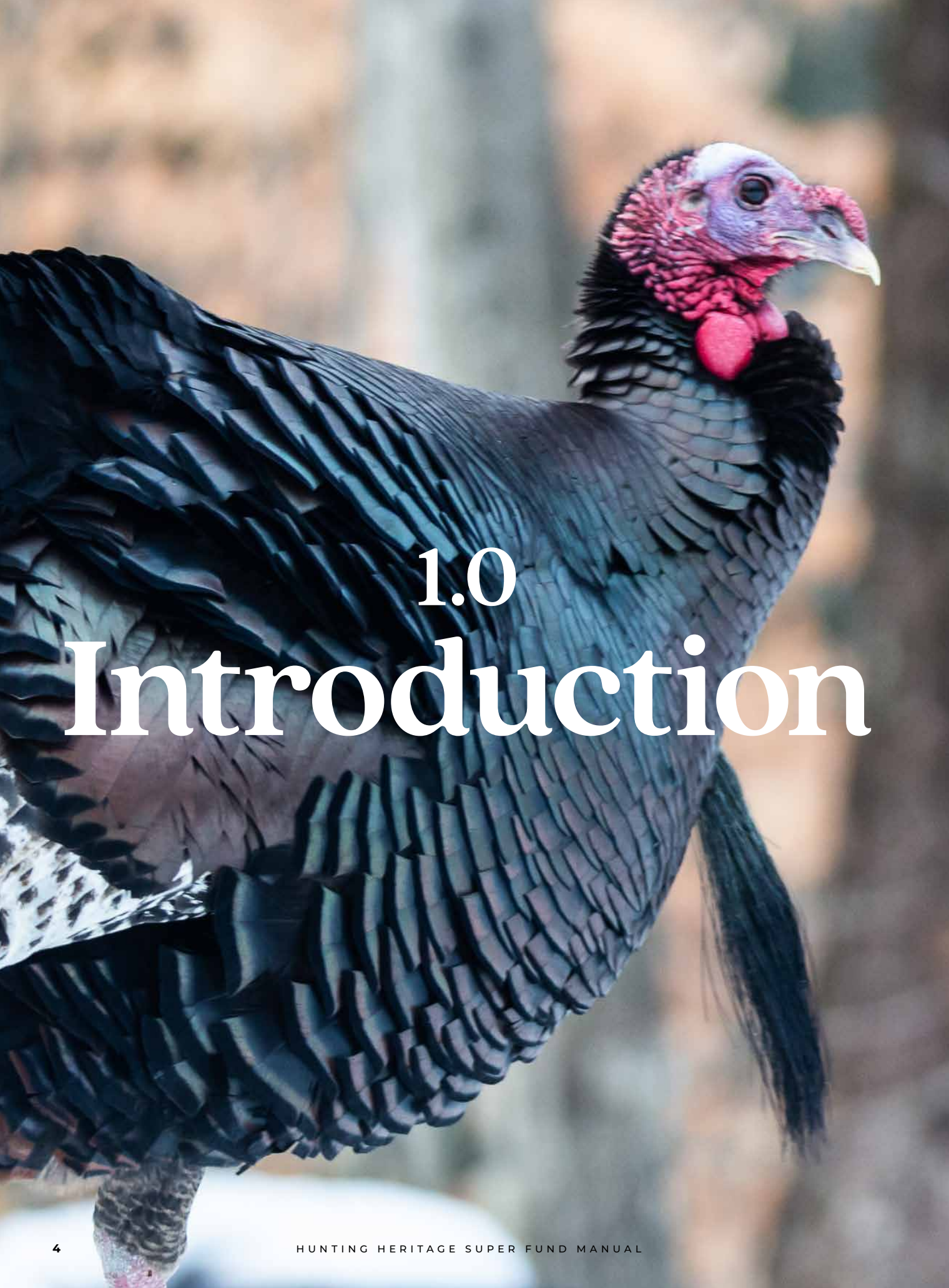
Appendix C - State Chapter Super Fund Project Application Example30

Appendix D - NWTF Super Fund Project Support Form32

Appendix E - NWTF Funding Request Form34

Appendix F - NWTF Five Star Commitment Forms and State Chapter Program36

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1.0

Introduction

The Hunting Heritage Super Fund was established in 1985 to fund wild turkey restoration, management, and other National Wild Turkey Federation projects. The Super Fund pools money generated by NWTF chapters to benefit wild turkey management, wildlife habitat, hunting access, and hunter recruitment, retention, and reactivation efforts.

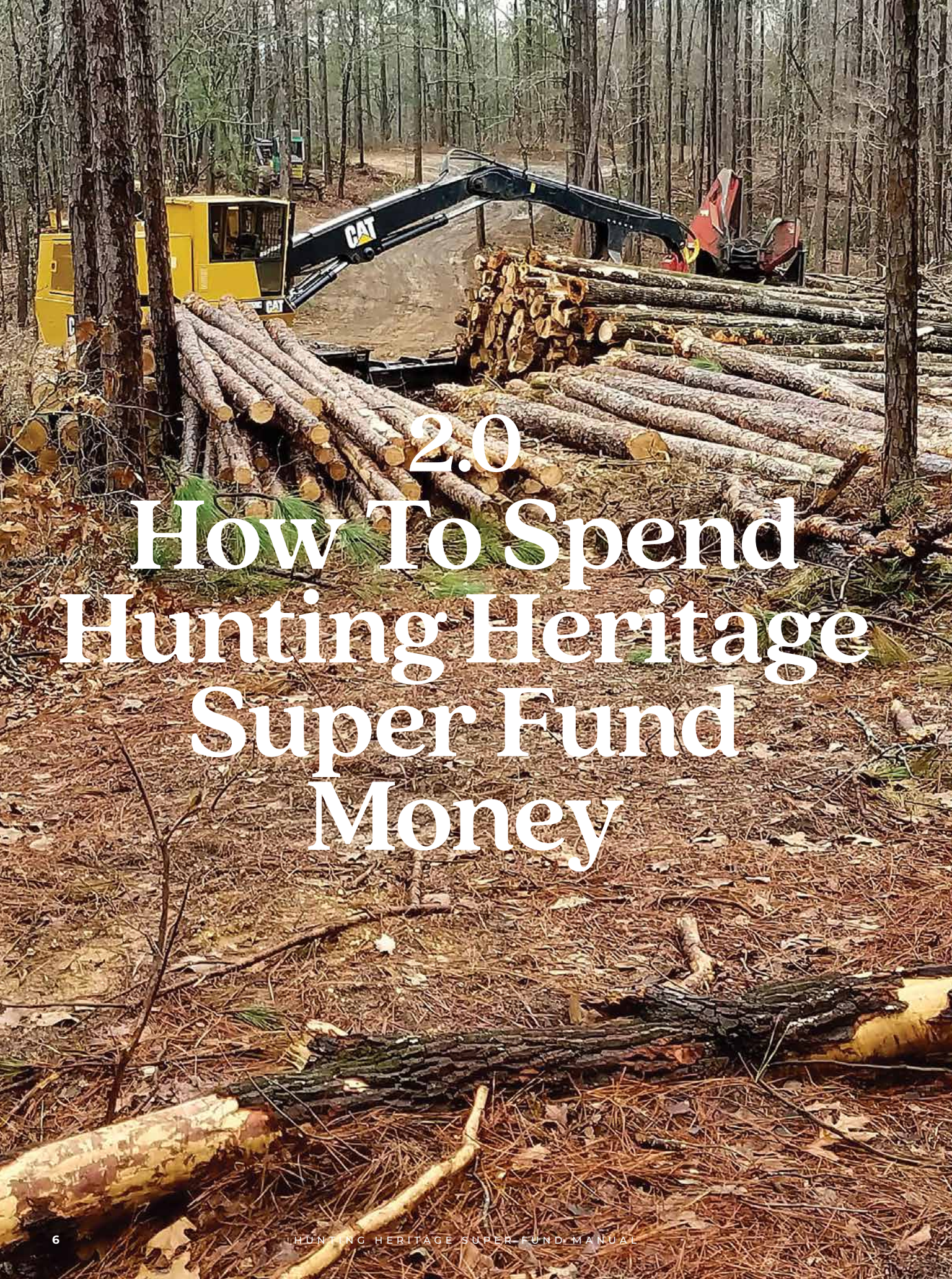
The Hunting Heritage Super Fund takes full advantage of the state Technical Committee representative and the NWTF professional staff, ensuring that funds are spent on priority projects at the state and national levels in the most efficient manner. This account is administered jointly by the state chapter and NWTF staff. This gives chapters the ability to generate funds in support of the NWTF's mission and state chapter strategic goals with the assurance that funds will be spent on quality projects. The accounting and daily administration is handled by the staff at the Wild Turkey Center and is designed to ensure accountability and maintain consistent management of the Super Fund.

The state chapter, with guidance from NWTF staff and the Technical Committee representative, determines how the Super Fund money will be spent within each state. This manual provides guidance to state chapters on how Super Fund money may be spent. While each state is required to maintain a Super Fund, individual goals and emphasis areas vary from state to state. It is up to each state chapter to determine which individual programs within the Super Fund they will participate in and which allowable projects they will fund. While this manual outlines minimum guidelines that must be followed, individual states can establish stricter guidelines than outlined here.

The net revenue, after expenses, from a Hunting Heritage Super Fund banquet is reserved for wild turkey, wildlife, outreach and education projects. Upon the completion of your Hunting Heritage Banquet and payment of local expenses, the NWTF deducts merchandise and administrative expenses, such as state and local sales tax and credit card processing fees. The remainder is split as follows:

State Super Fund	20.0 Percent
Host Chapter	2.0 Percent
State Chapter	0.5 Percent
National Projects	8.5 Percent

Super Fund income is also generated from a portion of non-event membership proceeds generated within each state, and any monies within the state's JAKES Outreach Contribution fund not matched with names at the end of the fiscal year automatically roll over into the state Super Fund (Appendix A).



2.0

How To Spend Hunting Heritage Super Fund Money

Each state chapter is encouraged to establish a Hunting Heritage Super Fund Committee to initiate, develop, and approve Super Fund projects. This committee should be small and efficient, with a recommended composition of 5-7 voting members and two non-voting members.

The Super Fund Committee should establish regularly scheduled dates (at a frequency that will allow the state chapter to efficiently administer the Super Fund) for receiving and reviewing project proposals. This ensures that projects are considered equally and helps the state chapter to plan annual budgets. Develop a formal application used in combination with a frequent cooperator distribution list. Schedule “request for proposals” periods with submission deadlines prior to board meetings ensures that priority projects are solicited. This also allows for application review in advance of the committee meeting. The NWTF District Biologist should assist state chapters in the development of formal applications and the structuring of the project solicitation process.

With the support of the NWTF staff and the Super Fund Committee, state chapters are encouraged to budget their Super Fund money on a fiscal basis (Sept. 1 - Aug. 31). During the development of their budget, state chapters should consider income into the Super Fund, the needs of their state wild turkey and habitat management programs, state chapter strategic goals, and chapter members’ goals and expectations.

A budget worksheet is included in Appendix B to help with annual planning. A two or three year spending plan will provide NWTF members

with tangible goals to work towards and improve fundraising capabilities.

Super Fund project proposals should be submitted electronically to the NWTF District Biologist. It is recommended that a Super Fund Project Application form be completed for each project proposal, as the application will contain details necessary for future accomplishment tracking and reporting. It is the responsibility of the Super Fund Committee to review the proposals and determine the priority for funding. An example of a formal Super Fund Application can be found in Appendix C and D.

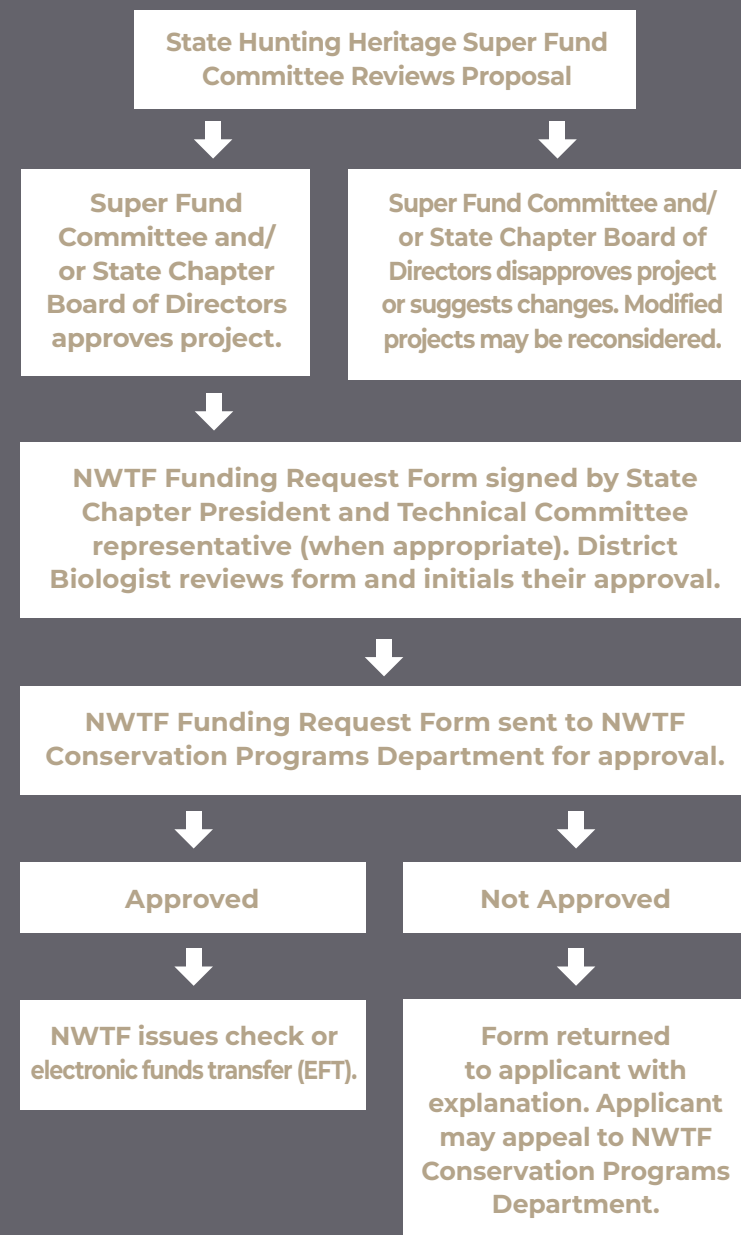
The Key Three

Key resource persons for the Super Fund Committee and the state chapter are the District Biologist, the Technical Committee representative, and the Regional Director. The Technical Committee representative can provide information concerning current priority projects within the state wild turkey management program, while the NWTF regional staff can keep the chapter informed of NWTF projects and programs. State chapters are encouraged to use their NWTF field staff in an advisory role to help manage the Super Fund on behalf of the chapters.



(Figure 1)
**Procedure for Submitting
 a Hunting Heritage Super
 Fund Request (Appendix E)**

Local, State Chapter; State or Federal Wildlife Agencies; Submit Super Fund Project Proposals via application process to the NWTF District Biologist or volunteer on the Super Fund Committee designated to receive them in your respective state.



Recommended Hunting Heritage Super Fund

State chapters are strongly encouraged to establish a Super Fund Committee in accordance with state chapter constitution and bylaws.

NOTE: The committee structure below is just an example to consider. The committee structure in your state must align with your state chapter constitution and bylaws.

CHAIRMAN - State Chapter President or Vice President, whichever is most appropriate. Presides over the committee, runs the meetings with assistance of the Vice-Chair and the Secretary.

VICE-CHAIRMAN - State Technical Committee representative. States that have multiple Technical Committee representatives should designate one to coordinate agency-related Super Fund projects.

SECRETARY - NWTF District Biologist or a State Board member appointed by State Chapter President responsible for managing the Super Fund application process and request forms, and processing them to the Wild Turkey Center. Serves on the committee in a nonvoting capacity.

COMMITTEE REPRESENTATIVES (up to 5) - Appointed by the State Chapter President from different regions to ensure impartiality within the state. These representatives are expected to coordinate the recommendations of the membership across the state.

NWTF DISTRICT BIOLOGIST - If not appointed as Secretary. Serves in an advisory/non-voting capacity.

NWTF REGIONAL DIRECTOR - A lead Regional Director for the state should serve as a non-voting member.



3.0 Hunting Heritage Super Fund Project Guidelines

The following guidelines were developed to help chapters determine acceptable expenditures of the Hunting Heritage Super Fund. The Super Fund Committee within each state chapter is responsible for reviewing and prioritizing projects in their state and making recommendations for funding to the state board for approval. Please remember that projects should not begin until they have passed final approval. Chapters are encouraged to verify whether a proposal has been approved prior to moving forward with related expenses.

In general, any project that contributes directly to the NWTF's mission, the conservation of the wild turkey and the preservation of our hunting heritage, can be funded through the Super Fund. Projects that do not support the mission of the NWTF or will jeopardize the NWTF's 501(c)3 status will not be approved for funding. As with any guidelines, there will be projects that may not be addressed here. Please contact your District Biologist if you have any questions before you obligate money to a project.

Fundraising

The Super Fund is dedicated to the support of projects that directly benefit the mission of the NWTF. Because of this commitment, the Super Fund cannot be used to buy any item(s) for resale, fundraising, gifts, or to purchase memberships.

Equipment Purchases

Other than habitat, research, management, and outreach-related equipment purchases, Super Fund monies should not be used to purchase computers, printers, trailers, cameras, etc. that will be kept by the local chapter, state chapter, individual or NWTF staff.

THE FRONT-PAGE TEST

One of the tools that NWTF staff use to evaluate the quality of a Super Fund project proposal is what we call the "front-page test." As you are developing or reviewing a project, simply ask yourself, "How will this project look on the front page of the local newspaper?" If you feel everyone will understand how the aforementioned project supports the conservation of the wild turkey and the preservation of our hunting heritage then you should have confidence that the project should move forward. If there is not a clear tie to the mission, you may want reconsider the project.

State and local chapters may, however, use their operating/discretionary accounts to purchase equipment deemed necessary to operate. For example, state chapters may opt to purchase a laptop and software needed by the Treasurer to manage their operating/discretionary account.

Land Investment Fund

Based on the past efforts it is apparent that land acquisitions and the purchase of access or conservation easements is a valuable conservation tool. Based on this recognition and recognizing that lands projects take much longer to come to fruition and are usually at a higher cost than most Super Fund projects each state has the ability to contribute to a Land Investment Fund.

Funding allocated to the Land Investment Fund can only be utilized for land acquisition and easements and there would be no trading back and forth of funds between the Super Fund Lands Investment Fund and a state's Super Fund account.



Funds will be accessed through the Hunting Heritage Request Form.

The Five Star Program

Since 1998, the NWTF's Five Star program has encouraged state chapters to excel in all areas imperative to the success of the NWTF (Appendix F):

- 1) increase funds raised for the Super Fund annually,
- 2) increase adult members so we can be more effective at accomplishing our mission,
- 3) commit the majority of Super Fund expenditures to aspects that directly impact our mission, including at least 40% on habitat projects, land acquisition, and access programs and at least 35% on mentored hunts, hunting heritage events, or other activities that create/recruit/re-engage or retain hunters,
- 4) commit a minimum of 5% to NWTF's efforts to preserve the hunting tradition through the NWTF American Hunting Heritage Fund and/or state coalitions dedicated to hunting and shooting legislation and policy,
- 5) support local chapter efforts to achieve Five Star status, further their outreach and education efforts and give something back to their local

communities through support of activities that address hunter recruitment, retention, and reactivation, including hunter education clinics, mentored hunts, Women in the Outdoors, Wheelin' Sportsmen, and/or JAKES events. Other local chapter support could be considered for the 4-H Shooting Program, National Archery in the Schools, Explore Bowhunting, local FFA conservation-based programs, Boy Scouts and Girl Scouts shooting programs, and shooting or hunter education programs.

The Five Star program is reviewed annually to determine which chapters have met the requirements.

Wild Turkey And Wildlife Habitat Conservation

Habitat Enhancement on Public Lands

Chapters are encouraged to spend Super Fund money on wild turkey and wildlife habitat management programs in partnership with state and federal wildlife agencies. Super Fund habitat projects should focus on publicly accessible lands to ensure that any NWTF member can access and enjoy the results of the projects. Using Super Fund money on publicly accessible lands has been a primary focus for habitat enhancement and should continue. Working in collaboration with government agencies and other

entities on projects will stretch Super Fund dollars and allow more "on-the-ground" projects.

When NWTF Super Fund is used to pay vendors for services rendered, it is recommended that payment is made only after completion of the associated work and an invoice is provided. Checks may be made payable and sent to the vendor or sent to a local or state chapter representative to present the check to the vendor if that is preferred.

Assistance with habitat management equipment purchases is also encouraged, as these are wise uses of Super Fund dollars. Equipment purchases (either in whole or in partnership) must be donated to a land management agency. Equipment should be marked with an NWTF logo or other means to identify it as an NWTF-purchased item.

Habitat Enhancement on Private Lands

Hunting Heritage Super Fund money can be spent on private lands under the following programs. The state chapter should determine which type of private lands projects will most benefit the resource.

Conservation Seed Program (Surplus Seed)

The Conservation Seed Program provides surplus agricultural seed to plant for wildlife for a nominal handling fee plus shipping. This commercial seed cannot be sold by seed companies for agricultural production because of lower germination or discontinuation of a variety, so they provide the seed to the NWTF for our chapters. Because the seed must be shipped in larger quantities (multiple pallets), this program is only available to NWTF chapters and not individuals. All orders should be

CONSERVATION SEED PROGRAM IDEAS

Although many state and local chapters use this program, many are reluctant to have pallets of seed delivered out of concerns for being able to recover costs and/or distribute to enough members.

Keep in mind, NWTF staff are here to help. There are many unique ways to use this program to provide a great membership benefit and quality habitat on the ground by chapters, organizations, and agency partners working together. Please contact your NWTF field staff to discuss opportunities in your area.

coordinated between the NWTF Seed Program Coordinator and a representative with the state or local chapter.

Seed availability is limited and provided on a first-come, first-served basis; therefore, chapters should decide early if they want to participate. This is a members-only program.

Conservation seed may be in original bags or re-bagged in plain brown bags. Germination is typically lower and there are no guarantees. It must be planted for wildlife, cannot be harvested, and cannot be resold for a profit or used as a fundraiser. Chapters can ONLY recoup reasonable shipping and handling costs and reasonable miscellaneous fees (such as storage fees) with a valid receipt. Rounding up to the nearest dollar to keep administration of the program easy is acceptable. If the state chapter chooses, the Super Fund may be used to pay for these expenses. If a signed Super Fund request form does not accompany the seed order, the local chapter will be invoiced by the NWTF for the

...Super Fund habitat projects should focus on publicly accessible lands to ensure any NWTF member can enjoy the results ...



shipping and handling charges. The state chapter is not obligated to use Super Fund to pay for chapter expenses that were not pre-approved.

Seed and Seedling Subsidy Program

If a state chapter enrolls in this program for the fall or spring opportunity, the cost of state chapter selected land management products (seed, seedlings, tree protectors, etc.) may be subsidized by that state chapter's Super Fund. The state chapter makes all decisions regarding the type of seed or products (in consultation with the District Biologist), the quantity available to participants, and the dollar amount of the subsidy. Most state chapters require participants to pay at least 50% of the cost of the product and shipping and handling, with the state chapter paying the remainder from their Super Fund account. The NWTF will, at the expense of the state chapter, send mailings to all members in participating states and coordinate ordering and shipping of products. Items purchased by members will be shipped to their location after their order is received.

Special Project Negotiated Seed Sales

Frequently, staff requires quotes for large quantities or special seeding mixtures for Super Fund projects that have been approved in their respective states. Historically, the majority of these cases involve native warm-season grass mixtures specific to the projects. The NWTF seed staff can provide these quotes and ordering when requested.

Seed, Seedlings, and Related Land-Management Purchases

Chapters involved in wildlife habitat enhancement projects are encouraged to purchase their seed, seedlings, and other land-management products

through the NWTF if our seed/seedlings meet the criteria/specifications of the land-management agency for that project site. Through partners and cooperating suppliers, chapters can purchase quality seed and seedlings and related land-management products at competitive prices. Chapters are encouraged to work with their NWTF District Biologist to negotiate an equitable price for seed or seedlings from the NWTF first. The proceeds from your purchase through NWTF are used to help the organization accomplish its mission.

Support of State and Federal Programs

When using Super Fund monies to support hunting access or habitat development projects on private lands, it is recommended that those private lands be enrolled in an existing recognized conservation program, such as those delivered through state, federal, or other conservation agencies or organizations.

State and Federal programs are commonly broad-based, with a number of conservation goals. Among these goals are soil conservation, wildlife habitat, forest management, and water quality. In many cases, these programs result in improved critical wild turkey habitat (nesting, brood rearing, roosting where limited, etc.) on private lands, providing benefits to hunters beyond those property boundaries. Your District Biologist and state wildlife agency technical representative will be instrumental in identifying which private lands projects should be prioritized for receiving Super Fund monies.

Depredation Abatement

During severe winters, wild turkeys sometimes move out of their traditional habitat and concentrate around farms and ranches. These

concentrations can approach levels that may be considered a nuisance by landowners. To alleviate nuisance problems in critical wintering areas, Super Fund money can be used to purchase netting to cover hay or grain stores to discourage wild turkeys and other wildlife from damaging livestock feed supplies. In instances where wild turkeys are congregating around homesteads or ranching operations, Super Fund monies can also be used to purchase standing crops to be left in fields, or the development of food plots to reduce nuisance behavior. Super Fund money may not be used to purchase grain for the direct feeding of wildlife. Your District Biologist and state wildlife agency technical representative will be instrumental in identifying which depredation-abatement projects should receive Super Fund monies.

Land Acquisition/Access

In many areas, the lack of public hunting opportunity severely restricts the recruitment of hunters. The acquisition and donation, to a state or federal land-management agency, to manage for high quality wildlife habitat and public hunting areas is a wise investment of Super Fund money. Additionally, the Super Fund can be used to acquire public access through a purchased easement to existing isolated public lands. In many cases, the State Chapter Super Fund has been used to assist a larger partnership effort to acquire a tract of land, access easement, or pay for appraisals for purchase and donation to a public land-management agency. Your District Biologist can provide guidance on acquisition/access opportunities by working with the Technical Committee representative and other state, federal, or local land-management agencies.

The Super Fund may be used to acquire public land and hunting areas, provided the following conditions are met:

- The land must be donated to a public land-management agency.
- The land must be open to public hunting now and in the future, in accordance with the management agencies' goals and objectives.
- Consider an agreed-to sunset date on a commitment to a land acquisition project in case the land is not purchased within a certain amount of time.
- The land should be posted with signs recognizing NWTF as a partner in the acquisition and the resulting access.

When the Super Fund is the sole source of funding for a property that will be transferred to a public land-management agency, consider the following:

- The land should be managed using accepted wildlife management practices that are beneficial to the wild turkey and other wildlife.
- The Super Fund should be used to pay for land above the appraised value only if the tract is identified as a high-priority purchase.

State chapters could also consider a one-time or annual contributions to an entity holding an easement(s) to secure public hunting access of those private lands. Another option is to consider financial support of state agency hunting access programs.

Wild Turkey Restoration, Management, Research, and Law Enforcement

While the restoration of the wild turkey is largely complete, occasionally, funds are needed to trap and transfer wild turkeys. The support of



wildlife management projects, research, and law enforcement activities carried out by our agency partners is very important to the long-term health of wild turkeys and other wildlife populations. The use of Super Fund dollars to support these activities is a good investment. Examples of projects that can be funded in these categories include:

- Replacement costs for wild turkeys donated from other states
- Costs associated with the trap and transfer of wild turkeys
- Purchase of wild turkey trapping equipment
- Surveys (gobbler, hunter, landowner, etc.)
- Check-station equipment
- Support of state or national research projects
- Funding of state reward programs such as TIP (Turn In Poachers)
- Reward signs

Hunter Safety

The NWTF has a strong history of supporting Hunter Safety. The use of Super Funds to support hunter safety programs are acceptable uses of Super Fund monies.

Government Affairs And Advocacy

The protection of our nation's wildlife resources and hunting heritage is an important part of the NWTF's mission. Our work in the nation's Capitol and in state capitols across the country

LET OUR VOICES BE HEARD

Being engaged in the legislative and regulatory process is an important way to influence the future of conservation. Without adequate funding, laws that enable work to be completed, and regulations that allow agencies to act efficiently, it can be a real challenge to put conservation on the ground. We encourage our members to be engaged in public policy issues to make sure the sportsmen's voice is heard; however it is important that NWTF speaks with one voice on issues. If we don't have a consistent position, we are not viewed as credible; elected officials don't know which comment to believe.

While volunteers are encouraged to share their views, it is important to remember that only the State Chapter President or designated person can represent the NWTF's position on a particular issue. Unless you are specifically authorized to speak on behalf of the NWTF, make your voice heard, but take off your NWTF hat before doing so. State chapter representatives should work closely with the staff state-policy lead and the District Biologist to form the chapter's position and to confirm that it aligns with the position of the national organization. A little bit of discussion on the front end will ensure a more effective message on the back end. It will also ensure that the NWTF maintains its credibility when voicing our opinion on an issue.

is becoming increasingly important. The work complements our conservation accomplishments on the ground and our achievements in hunter recruitment, retention, and reactivation. In fact, our government affairs work is often essential to ensure that the NWTF and our partners have the funding and tools to put conservation on the ground, open

hunting access, and protect our ability to hunt. The NWTF has a reputation as a strong partner and is a respected advocate for those issues that are directly related to our mission.

States are encouraged to support the NWTF's government affairs efforts by contributing to the NWTF's American Hunting Heritage Fund. Contributions are allowed from the State Hunting Heritage Super Fund. By funding the American Hunting Heritage Fund, as opposed to contributions designated for specific national organizations or efforts, the NWTF is provided the most flexibility to direct funding to the partners and efforts that can have the greatest impact in each specific situation. The NWTF's American Hunting Heritage Fund allows NWTF chapters, members and others to provide financial contributions to expand our government-affairs activities, footprint, and effectiveness. It also allows the NWTF to invest in areas that can best grow the program to provide better information and services to our chapters and volunteers.

We achieve our success through improved communication with and engagement of our members regarding state and federal policy issues. Many states also support government affairs efforts at the state level through participation with and donations to other state-focused partners. States that wish to provide support to their state conservation coalitions, state legislative sportsmen's caucus events, etc. should continue to do so directly through the state Super Fund. This allows NWTF to provide the proper credit to states that participate in these government-affairs activities.

WHAT'S IN A NAME

The NWTF's American Hunting Heritage Fund has a similar name as the Hunting Heritage Super Fund. Note that chapters may contribute to the NWTF's American Hunting Heritage Fund using their Hunting Heritage Super Fund dollars annually. This helps meet one of the NWTF's Five Star categories while helping to achieve our mission.

Money from the American Hunting Heritage Fund will be used on priority projects that protect our hunting heritage, as appropriate to support policy efforts important to our mission, and sometimes through contributions to other organizations.

If state chapters would like to support state-level partnerships with state coalitions, state sportsmen/women legislative caucuses, etc., American Hunting Heritage Fund contributions are not available to cover costs; however, state chapter Super Fund dollars may be used.

Hunting Heritage Programs

Through local NWTF chapters nationwide, the NWTF's Hunting Heritage Programs help individuals, including new and diverse audiences from urban and rural areas, build outdoor skills and learn the traditions of safe and ethical hunting while teaching conservation principles. These programs focus on the recruitment, retention, and reactivation of hunters and anglers through JAKES, Wheelin' Sportsmen, Women in the Outdoors, hunter education clinics, mentored hunts, and events targeting adults and families. It is vital that chapters focus on reaching new and novice hunters to help engage and re-engage them in our



hunting traditions to protect our hunting heritage and help fund conservation efforts across the country through their license purchases. These programs can be funded through the state chapter Super Fund at the discretion of the state chapter. Events must be properly registered prior to the date of occurrence. Please consult your Regional Director for additional guidance with event registrations.

Although the NWTF's hunting heritage events should strive to be self-sufficient, state chapters committing to the Five Star Commitment Program should allocate appropriate funding for local chapters to set up a hunting heritage event. Local chapters are only entitled to request the funds for outreach events they host or co-host. Events that incorporate fundraising and are profitable will have the amount requested from the Super Fund automatically deducted from their revenue and deposited back in the state Super Fund account. This will allow these funds to continue to be used for other events and/or projects.

NWTF Hunting Heritage Events

NWTF chapters are encouraged to host Hunting Heritage Program events. Only NWTF-sponsored events are eligible to receive funding from the Super Fund. Regardless of the source of funding, eligible expenses for an event or hunt are: food, ammunition, targets, miscellaneous event supplies, and similar expenses. Super Fund dollars cannot be used to pay for memberships. More information and tips

for hosting NWTF events are in the Education and Outreach Programs Best Practices Manual.

Equipment for Hunting Heritage Events

Because NWTF hunting heritage events are hands-on, outdoor-focused events, a variety of equipment (air rifles, archery equipment, blinds, etc.) is often necessary for a successful event. Such equipment may be purchased using state Super Fund dollars, provided the equipment is donated to the state wildlife agency or is maintained by

A variety of equipment is often necessary for a successful event.

the state chapter, and it is made available for use by the local chapters.

Please keep an inventory of equipment that is purchased and the storage location to minimize the need for future purchases of the same equipment.

The purchase of equipment for an individual is not allowed through the Super Fund.

Education

Wild About Turkeys Education Box

The Wild About Turkeys Education Box was designed to help educators bring the greatest wildlife conservation success story of all time into their classrooms/educational programs. The Wild About Turkeys Education Box includes a K-12 Curriculum & Activity Guide, bulletin board display, colorful habitat and anatomy posters, a flash drive with wild turkey communication, habitat, history and calling videos, a classroom set of pencils, rulers and bookmarks and a mini collapsible turkey-transport box.

NWTF Dr. James Earl Kenamer Academic Scholarship Program

State chapters may offer an opportunity for local chapters to provide a scholarship within their chapter area. Many states offer one scholarship per local chapter, though smaller states may offer a single state-level award. If a state chapter offers both local-chapter and state-chapter-level scholarships, students receiving local scholarships will compete for a state-chapter-funded state scholarship. State chapter winners will compete for a national scholarship. Chapter volunteers are encouraged to make a check and/or certificate presentation to scholarship winners if possible. Upon receipt of a signed Super Fund request form, a check will be sent to the local chapter. Chapters are encouraged to make checks payable jointly to the student and the institution if possible. This will provide the chapter the opportunity to present the recipient with the check. For more information on this program, including deadlines, refer to the scholarship application or contact the Hunting Heritage Programs coordinator at headquarters.

Conservation Education Projects

State chapters could consider allowing local chapters to submit Super Fund applications to support conservation education projects. Chapters should check with their state chapters to determine what types of projects are eligible for Super Fund dollars. Some examples of popular programs that are often supported by local chapters to educate the public about wildlife conservation include:

- Habitat management field days
- Landowner appreciation program

EVENT REGISTRATION

Visit your.nwtf.org/events/login to register your event. Events must be registered through the NWTF 30 days in advance of the event. Only registered events are covered under liability insurance. Payments will be made to chapters in advance of events provided their event is registered. Your efforts to register events not only provide liability insurance, it helps the NWTF tell the story of what is happening in your communities. Tracking events and total participation allows the NWTF to share our impact across the country with media, partners, and potential donors. Please contact outreach and education if you need assistance registering your chapter's outreach event.

- Teacher workshops
- Education resources and publications to schools and libraries (e.g., flash drive with turkey sounds, activities and printable resources)
- Subscriptions to NWTF publications (Turkey Country, JAKES Country) for schools

Publications

Super Fund money can be used for printing and production costs of publications dealing with the management of wild turkeys or hunting heritage. NWTF staff are available to assist with review of publications and brochures prior to completion. Funds should not be expended for printing, buying, or selling publications that are not educational in nature or that could be subsequently sold. Super Fund money can also be used to print and send state newsletters to chapter members and to fund the state chapter websites. State chapters should limit the amount of Super Fund money being spent on newsletters as more cost



effective methods of communicating, such as websites, social media, and emails, are available. State websites set up through the NWTF national website could save the chapter money.

Travel Expenses

The reimbursement of travel expenses to the meetings outlined below is an approved Super Fund expenditure. However, the potential exists to use a significant amount of Super Fund money annually for travel, which can detract from the ability to fund other mission-related projects. If other chapter or state agency funds are available, we encourage the use of these sources first so that Super Fund money remains available to support projects more directly related to the NWTF's mission. Any Super Fund requests for travel expenses not outlined below should be directed to NWTF field staff prior to making a commitment. These requests will be handled on a case-by-case basis.

NWTF National Convention and Conservation Conference

Travel expenses to attend the NWTF National Convention can be paid from the Super Fund. State chapters are encouraged to send those individuals that will most benefit from the training provided at the Convention and who will apply that training to programs in their states. Priority should be given to officers and members of the state board of directors, state outreach coordinators, Technical Committee representatives, state wildlife agency director, and the state law enforcement award winner or representative. Travel may also be allowed for major award winners (C.B. McLeod, Roger Latham, Annie Oakley, JAKES Volunteer of the Year, Wheelin' Sportsmen Volunteer of the Year, Henry S.

Mosby, Wayne Bailey, Joe Kurz, etc.). Travel expenses reimbursed through the Super Fund are limited to airfare or mileage (whichever is most economical), room, and convention registration.

An alternative for chapters wishing to maximize the number of people attending the convention, while minimizing expenses, is to provide a stipend (less than "all expenses paid") from the Super Fund to each attendee. Those attending the Convention will need to cover any additional expense on their own.

Agency Travel

Technical Committee representative attendance at professional meetings, such as the National Wild Turkey Symposium, Conservation Conference at the NWTF Convention, and approved regional wild turkey meetings, is beneficial to the management of the resource. Occasionally, agency travel to these meetings is not possible without help from the Super Fund. Travel for these meetings can be paid from the Super Fund.

Other Travel

The use of Super Fund money for travel to other NWTF national events (JAKES, Women in the Outdoors, Wheelin' Sportsmen, R3 training, leadership conferences, etc.) will be determined for each event by the NWTF in advance of the event. Requests for travel expenses for persons to attend meetings other than those listed above are discouraged and should be directed to the NWTF District Biologist to consult with the Super Fund Chairman for consideration.

Travel should be approved by the Super Fund committee or State Chapter President in advance

(whichever is most appropriate in a given state); however, the Super Fund will generally only reimburse for travel expenses. After completion of travel or advance purchase of an airline ticket, submit a Hunting Heritage Super Fund Request for Funds form, along with receipts, to the State Chapter President and Secretary for review. Receipts are required for airline tickets, registration, and hotels.

In-State Travel Expenses

The NWTF volunteers have a long history of donating their time to benefit the wild turkey. Without this volunteer effort, many projects could not be completed.

In the spirit of this volunteer effort and its perpetuation, the Super Fund should not be used to directly pay volunteers for time worked on projects or travel expenses to work on projects.

The Super Fund should not be used to pay travel expenses for board members or other volunteers to travel to state board meetings, state or regional leadership meetings, or fundraisers.

Regional and state leadership meetings have become a popular and effective way for chapter leaders to share ideas, learn about the programs and initiatives of the NWTF and learn how their local efforts help accomplish the overall mission of the organization. State chapters that choose to hold these meetings should look for event

sponsors to reduce chapter costs and should consider holding fundraisers at the events to offset expenses. If other funds are not available, Super Fund money may be used to offset the cost of meeting rooms, meeting supplies, equipment rental, and non-NWTF instructors.

Chapter Rebate

Each year, the state chapter has the opportunity to receive a rebate from its state Hunting Heritage Super Fund. The state chapter is eligible to receive \$1 per adult member. An email is sent annually to the State Chapter President, notifying them of the amount the state is eligible to receive. The chapter

Without this volunteer effort, many projects could not be completed

president may elect for the state chapter to receive any amount up to the maximum. If the Super Fund does not have a balance to cover the rebate amount, the rebate cannot be given until the Super

Fund has adequate funds to pay the expense. The chapter president should notify the Super Fund Coordinator of their intent, and a NWTF Funding Request Form will be generated on their behalf.



4.0

Hunting Heritage Super Fund Tips

Hunting Heritage Super Fund Tips

- It is important to remember that a project should not begin until it has been approved through the appropriate channels.
- Projects that were not approved in advance that are submitted for reimbursement shall not be paid.
- The Super Fund is intended to be spent on projects that benefit the NWTF's mission.
- Work closely with your Technical Committee representative and District Biologist to develop a list of wild turkey and upland wildlife needs and priorities in your state. This ensures that the most important needs are addressed first.
- Develop an application form, and establish regularly scheduled requests for proposals and deadlines for receiving project proposals. Project proposals should be solicited once or twice each year. Provide ample time for chapter volunteers and partners to complete and submit documents for consideration. This frequency will ensure all projects receive equal consideration and helps the state chapter develop annual budgets. Make sure you consider spring and fall planting dates in your region so the seeds you purchase can be distributed in time for planting.
- State and local chapters are encouraged to forge their own partnerships with state and federal agencies and with other organizations and conservation groups. Partnerships add volunteers to your committees, bring money to the table, people to the fundraisers, and expand the impact of

- the funds raised at a Hunting Heritage Super Fund event. These partnerships help to make your Super Fund dollars go farther by "matching" NWTF dollars with partner dollars. This allows you to deliver more work on the ground for the same price.
- Another way of partnering is to establish a conservation work day for your chapter to provide labor to an agency to help them complete a project. Contact the local agency representative to convey to the agency that the NWTF wants to assist them in managing wild turkey habitats and has the funds and/or volunteer labor to do so.
- Please include all information regarding project cooperators, and their donations, specific information about what the project entails, and how the money is being spent on the NWTF Funding Request Form.
- Where appropriate, NWTF Funding Request Form must include the acreage, amount of seed, number of seedlings, etc. for all habitat projects. This is needed to properly credit the chapter's efforts in habitat enhancement. This also allows the NWTF to track cumulative accomplishments and better tell the story of our conservation success. This information is also valuable to help the NWTF garner additional support from partners and granting sources.
- Be sure to include money spent on the project by cooperators on the NWTF Funding Request Form. This helps us credit our partners for their contributions.

- If holding a Hunting Heritage event, make sure to include the event date on the NWTF Funding Request Form.
- Equipment may be purchased with funds received for Hunting Heritage events, including items that may be needed to restock JAKES Take Aim trailers (BBs, targets, etc.).
- All Hunting Heritage Program events, including JAKES, Wheelin' Sportsmen, Women in the Outdoors events, hunter education clinics, and mentored hunts, must be properly registered in advance of the event. Super Fund payments will not be made for an event that is not properly registered.
- Do not include more than one project or check request on an individual NWTF Funding Request Form. If a project requires two or more checks or transfers to be sent to different individuals, please separate each component of the project onto a different form. For instance, if you need lime and fertilizer from a local vendor and seed, etc. from NWTF, please request these separately on different forms. The lime and fertilizer is considered one request with the check going directly to the vendor. The NWTF seed order is considered a separate request, with an internal transfer of funds and the product sent to the local chapter.
- Do not send the NWTF Funding Request Form to the Wild Turkey Center without State Chapter President, District Biologist, and Technical Committee representative approvals. The approval process should be completed by

- email. The request form should be sent as an attachment to headquarters with the approvals from each within the email sent to headquarters.
- The State Chapter President and District Biologist should ensure projects are reviewed by the Super Fund Committee in a reasonable amount of time. Do not let projects get bogged down in the Super Fund Committee or on someone's desk. Supporters lose their enthusiasm when they do not see progress.
- For conservation/habitat enhancement work, NWTF Funding Request Forms should be sent to headquarters requesting funds when/after projects are completed and an invoice has been received. Keep in mind contractor/vendor terms for payment and submit Super Fund forms in a timely manner.
- Checks should be made payable to vendors for conservation/habitat enhancement work. It is appropriate for the NWTF to mail the check to a state or local chapter for presentation for public-relations benefits.
- Checks should not be made payable to individual members (except reimbursement for travel expenses or reward payments). Scholarship checks may be made payable jointly to the student and the institution (including the student ID number may also be helpful if available).
- Contact your District Biologist or the Super Fund Coordinator in the Conservation Programs Department if you need information on the

- current status of your Super Fund account or have questions about projects being considered.
- Consider requesting at least two bids prior to purchasing equipment for donation to land management agencies, equipment, approving contractors for habitat work, etc. Equipment could also be marked/tagged to identify it as a NWTF-purchased item.
- Please remember to promote your projects locally via newspaper, television, radio, website, social media, etc. Additionally, the NWTF requests stories and photos of your projects. Contributions for land acquisition and habitat projects should require signs acknowledging NWTF as a partner.
- Always highlight these partnerships when selling tickets in the community and inviting people to the fundraising events. Recognition is important, and signs should be placed on every project a chapter completes. We want all the visitors to a wildlife management area or national forest and all the participants that visit a hunting heritage event to know who provided the funding. The cost of these signs should be factored into every Super Fund request.





Appendix A

Jakes Outreach Contribution Funds and Outreach Fundraising Events

Jakes Outreach Contribution Funds and Outreach Fundraising Events

The Super Fund receives money in one additional way by the automatic allocation of the profits from Wheelin's Sportsmen (WS) and Women in the Outdoors (WITO) events.

These deposits will provide additional funding for programs and mission. Additionally, since part of the funding will be derived from outreach event profits, and since a share of those profits will remain with both state and local chapters, this provides increased incentive for holding profitable outreach events.

JAKES Outreach contributions must be matched with names of new JAKES members by the end of the fiscal year (August 31).

- The standard JAKES membership fee is applied to outreach contributions. That is, a chapter may submit JAKES names for memberships at the current cost up to the total contribution.

- Outreach contributions are split as follows:

- a. 50% to chapter "holding fund" (this may be 100% depleted if entirely matched with names)
- b. 50% to national Outreach Programs to help offset outreach administration, salaries, etc. (this is also depleted as matching names are submitted)

- Since we track donated Outreach contributions by local chapter, we will be able to match contributed JAKES names with the correct chapter, thus maintaining an equitable distribution of the contributed funds.

- These funds will be deposited into the JAKES Outreach Contribution fund through the end of the calendar year. Any monies within the JAKES Outreach Contribution fund not matched with names at the end of the calendar year will automatically roll over to the NWTF on September 1st.

- If desired, a local chapter that has donated to the JAKES Outreach Contribution Fund can agree to allow that money to cover JAKES names submitted by other chapters within the same state. To do this the donating chapter must have a sufficient balance in their JAKES Outreach Contribution fund to cover the memberships and this chapter must give permission to use the money.



Appendix B Super Fund Budget

Budget Year _____

Super Fund Beginning Balance _____

Wild Turkey Conservation (40%)

- Habitat Enhancement on Private Lands
 - Conservation Seed Program \$ _____
 - Seed Subsidy Program \$ _____
 - Supplement Cost-Share Programs \$ _____
- Habitat Enhancement on Public Lands \$ _____
- Habitat Equipment (for donation to agencies) \$ _____
- Land Acquisition \$ _____
- Land Access \$ _____

Recruit, Retain and Reactivate Hunters - Hunting Heritage Events (35%)

- Women in the Outdoors Mentored Hunt Events (projected events _____ x \$ _____ each) \$ _____
- Wheelin' Sportsmen Mentored Hunt Events (projected events _____ x \$ _____ each) \$ _____
- JAKES Mentored Hunt Events (projected events _____ x \$ _____ each) \$ _____
- Mentored Hunts (other than above categories) (projected hunts _____ x \$ _____ each) \$ _____
- Support Hunter Education Classes (classes _____ x \$ _____ each) \$ _____

Government Affairs and Advocacy (5%)

- NWTF American Hunting Heritage Fund \$ _____
- State Coalitions Dedication to Hunting and Shooting Legislation and Policy \$ _____

Hunting Heritage Events/Education

- Women in the Outdoors (projected events _____ x _____) \$ _____
- Wheelin' Sportsmen (projected events _____ x _____) \$ _____
- JAKES Events (projected events _____ x _____) \$ _____
- NWTF Education Box (projected # of boxes _____) \$ _____
- NWTF Dr. James Earl Kenamer Academic Scholarship Program
 - Local Chapter Scholarships (projected scholarships _____ x _____) \$ _____
 - State/Provincial Scholarship (projected scholarships _____ x _____) \$ _____

- Wild Turkey Restoration \$ _____
- Hunter Safety \$ _____
- Rewards \$ _____
- Publications \$ _____
- Travel Expenses \$ _____
- Other \$ _____

- Grand Total Expenditures \$ _____
- Super Fund Ending Balance \$ _____

NWTF Five Star Local Chapter Program



Appendix C

State Chapter Super Fund Project Application Example

State Chapter – National Wild Turkey Federation Super Fund Project Proposal

Project Description (Use Additional Pages if Needed):

Materials Needed/Specifications (Tons Lime, No. Seedlings, # Seed, Gates, etc.):

Acres Affected _____ Expected Completion Date _____

Total Funds Requested _____

Vendor (1)

Vendor (2)

Name _____ Address _____ _____ Daytime Phone: _____ Fax _____ Email _____	Name _____ Address _____ _____ Daytime Phone: _____ Fax _____ Email _____
---	---

Materials/Services to be Rendered 	Materials/Services to be Rendered
---	---

(List Additional Vendors On Separate Page)

Other Project Cooperators and Contributors:

Cooperator Name	Contribution	Value
		\$
		\$
		\$
		\$

Estimated Cost _____
 Check to be made out to _____
 Check to be mailed to _____

Estimated Cost _____
 Check to be made out to _____
 Check to be mailed to _____

Project Originator

Name _____ Daytime Phone _____
 Address _____ Email _____
 _____ Fax _____

All project proposals must include two written bids for materials and/or supplies and must be submitted to one of the two technical committee members no later than July 1st. Super fund meetings are held once each year during the first week in August.



Appendix D
**NWTF
Super Fund
Project Support
Form**

NWTF Super Fund Project Support Form

For any projects not generated through the local chapter, a complete description of the Super Fund project proposal must be supplied to the NWTF Local Chapter representative for review. This project support form must accompany the project proposal paperwork upon submission.

Date _____

Local Chapter Name _____

Local Chapter Representative _____
(Please print)

Signature of Local Chapter Representative _____

Agency Representative Submitting Proposal _____
(Please print)

Signature of Agency Representative Submitting Proposal _____

Project Name _____

The attached project proposal has been reviewed and supported by both the submitting agency and the NWTF local chapter. This endorsement does not obligate any NWTF local chapter to any financial contribution towards this project



Appendix E Hunting Heritage Funding Request Form

Project # _____ **Hunting Heritage Funding Request Form** Date Check Needed _____
Official Use Only

SUPER FUND LAND INVESTMENT FUND TURKEY DOLLARS

State _____ Amount of Request \$ _____ NWTF-A/R _____ Invoice Number _____
Abbreviation State Number

Check payable to _____ Vendor Number _____

Check will be mailed to _____

Address _____

City _____ State _____ Zip/Postal Code _____ - _____

Daytime/Cell Phone (____) _____ Email _____

County(s) Involved _____
County Name Code

Chapter Involved _____
Chapter Name Chapter I.D. #

CHECK THE APPROPRIATE BOX

<p>National Priorities</p> <input type="checkbox"/> 5301 Colonial Forests <input type="checkbox"/> 5302 Crossroads <input type="checkbox"/> 5303 Great Open Spaces <input type="checkbox"/> 5304 Mid South Re-Birth <input type="checkbox"/> 5305 Southern Piney Woods <input type="checkbox"/> 5306 Western Wildlands <input type="checkbox"/> 5307 NWTF Endowment <input type="checkbox"/> 5308 NWTF Outreach & Education <input type="checkbox"/> 5309 NWTF Research <p>Youth Education</p> <input type="checkbox"/> 5401 Scholarship <input type="checkbox"/> 5402 Education box <input type="checkbox"/> 5403 Education box refill <input type="checkbox"/> 5404 4-H/4-H Shooting <input type="checkbox"/> 5406 Museum/OEC <input type="checkbox"/> 5408 Educational Materials <input type="checkbox"/> 5409 FFA <input type="checkbox"/> 5411 NASP <p>Volunteer/Professional Education</p> <input type="checkbox"/> 8601 Vol. Leadership conference improvement <input type="checkbox"/> 8614 Supplement cost share <input type="checkbox"/> 8613 Invasive/exotic control <input type="checkbox"/> 8602 Professional meeting support <input type="checkbox"/> 8603 Landowner appreciation program <input type="checkbox"/> 8604 Landowner field day <input type="checkbox"/> 8605 Billboards <input type="checkbox"/> 8606 State newsletters <input type="checkbox"/> 8607 State websites <input type="checkbox"/> 8608 NWTF Convention registration <input type="checkbox"/> 8609 Conference registration <input type="checkbox"/> 8610 Presentation equipment <input type="checkbox"/> 8611 Educational material <input type="checkbox"/> 8614 Outdoor education area <input type="checkbox"/> 8615 Educational booth <p>Management</p> <input type="checkbox"/> 6801 Turkey management activities <input type="checkbox"/> 6802 Check station support <input type="checkbox"/> 6803 Trapping support <input type="checkbox"/> 6804 Law enforcement support <input type="checkbox"/> 6805 Signs-management <input type="checkbox"/> 6806 Gates and barriers	<p>Management</p> <input type="checkbox"/> 6801 Turkey management activities <input type="checkbox"/> 6802 Check station support <input type="checkbox"/> 6803 Trapping support <input type="checkbox"/> 6804 Law enforcement support <input type="checkbox"/> 6805 Signs-management <input type="checkbox"/> 6806 Gates and barriers <input type="checkbox"/> 6808 Surveys <input type="checkbox"/> 6810 Management plans <input type="checkbox"/> 6811 Temporary labor <input type="checkbox"/> 6812 Depredation abatement <p>Habitat Enhancement</p> <input type="checkbox"/> 5801 Habitat equipment <input type="checkbox"/> 5802 Prescribed burns <input type="checkbox"/> 5803 Payment for standing crops <input type="checkbox"/> 5804 Contract labor <input type="checkbox"/> 5805 Equipment rental <input type="checkbox"/> 5806 Wildlife openings/brood habitat <input type="checkbox"/> 5807 Water development <input type="checkbox"/> 5808 Signs - Habitat enhancement <input type="checkbox"/> 5809 Riparian restoration <input type="checkbox"/> 5810 Tree planting <input type="checkbox"/> 5811 Winter assistance <input type="checkbox"/> 5812 Timber stand <input type="checkbox"/> 5815 Private lands project through established SF Program <input type="checkbox"/> 5816 Fencing <p>Habitat Enhancement</p> <p>NWTF Project Support</p> <input type="checkbox"/> 5601 Regional program support <input type="checkbox"/> 5603 Spring seed subsidy <input type="checkbox"/> 5604 Fall seed subsidy <input type="checkbox"/> 5606 Conservation Seed Program <p>Hunter Safety</p> <input type="checkbox"/> 6201 Hunter safety materials <input type="checkbox"/> 6202 Public service announcement/Billboards <input type="checkbox"/> 6203 Hunter safety equipment <input type="checkbox"/> 6204 DART Interactive Training System <input type="checkbox"/> 6205 Hunter safety course support <input type="checkbox"/> 6206 Shooting range support	<p>JAKES</p> <input type="checkbox"/> 6401 JAKES event/hunt - state or local <input type="checkbox"/> 6403 National JAKES event <input type="checkbox"/> 6404 JAKES support materials <input type="checkbox"/> 6405 JAKES equipment <p>Land Purchase</p> <input type="checkbox"/> 6601 Land Purchase <input type="checkbox"/> 6602 Conservation easement <input type="checkbox"/> 6603 State Access Program <p>Replacement Cost</p> <input type="checkbox"/> 7201 Reimbursement for turkeys <input type="checkbox"/> 7202 Shipping expenses <input type="checkbox"/> 7203 Disease testing <p>Research</p> <input type="checkbox"/> 7401 Research equipment <input type="checkbox"/> 7402 State research <input type="checkbox"/> 7404 Temporary labor <p>Restoration</p> <input type="checkbox"/> 7601 Turkey trapping expenses <input type="checkbox"/> 7602 Trapping equipment <input type="checkbox"/> 7603 Signs - Restoration <p>Travel Expenses</p> <input type="checkbox"/> 8001 Agency travel <input type="checkbox"/> 8002 Volunteer travel <p>Women's Program</p> <input type="checkbox"/> 8101 WITO event - state or local <input type="checkbox"/> 8103 National WITO Event <input type="checkbox"/> 8104 WITO support materials <input type="checkbox"/> 8105 WITO equipment <p>Wheelin' Sportsmen</p> <input type="checkbox"/> 8801 WS event - state or local <input type="checkbox"/> 8802 Disabled event - Non-WS <input type="checkbox"/> 8803 National WS Event <input type="checkbox"/> 8804 WS support materials <input type="checkbox"/> 8805 WS equipment <p>Reward</p> <input type="checkbox"/> 7801 Reward Payments <input type="checkbox"/> 7802 Signs - Reward <input type="checkbox"/> 7803 Reward program	<p>Other</p> <input type="checkbox"/> 7001 Membership rebate <input type="checkbox"/> 7002 Organizational dues <input type="checkbox"/> 7003 District staff support <input type="checkbox"/> 7005 Other Description _____ _____ <input type="checkbox"/> 7007 Turkey Hunters Care <input type="checkbox"/> 7008 Learn To Hunt	<p>Equipment Purchased</p> <input type="checkbox"/> 01 Tractor <input type="checkbox"/> 02 Disc/Harrow <input type="checkbox"/> 03 Grain drill <input type="checkbox"/> 04 ATV <input type="checkbox"/> 05 Rotary mower <input type="checkbox"/> 06 Planter <input type="checkbox"/> 07 Weight scales <input type="checkbox"/> 08 Camera/Video Camera <input type="checkbox"/> 09 Prescribed burn equipment <input type="checkbox"/> 10 Turkey trapping equipment <input type="checkbox"/> 11 Radio telemetry equipment <input type="checkbox"/> 12 Law enforcement equipment <input type="checkbox"/> 13 TV/VCR <input type="checkbox"/> 14 Sprayer <input type="checkbox"/> 15 Trailer <input type="checkbox"/> 16 Management equipment <input type="checkbox"/> 17 Computer equipment <input type="checkbox"/> 18 WITO equipment <input type="checkbox"/> 19 JAKES equipment <input type="checkbox"/> 20 Disabled equipment <input type="checkbox"/> 21 Hunter Safety equipment <input type="checkbox"/> 22 Signs <input type="checkbox"/> 23 Gates <input type="checkbox"/> 24 Other _____
---	--	---	---	--

Project Title (if applicable) _____

Project Coordinates (if applicable)

Latitude	Longitude
_____	_____

Acres Affected _____
 # Lime/Fertilizer _____
 No. Seedlings _____
 No. Tree Protectors _____
 # Seed _____
 No. Items Purchased _____
 Event Date _____

Equipment Purchased

 01 State/Provincial Wildlife Agency
 02 State/Provincial Forestry Agency
 03 State Water Management Dist.
 04 State Park Service
 05 U.S. Fish & Wildlife Service
 06 U.S. Forest Service
 08 National Park Service
 09 Bureau of Land Management
 10 Department of Defense
 11 Private Industrial Landowner
 12 Private Landowner
 13 County Property

Refuge / WMA / GMA / SGL Name _____
 (See support info for code)

National Forest Ranger District _____
 (See support info for code)

Can this project be used as match? YES NO MAYBE

COOPERATORS (See support information for Cooperator Code & Cooperator Category/Name code numbers)

	Cooperator Code	Cooperator Category/Name Code (If applicable)	Name	Amount
1.				
2.				
3.				

Brief Description of Project _____

Project Originator _____ Daytime phone (____) _____ Email _____

Approval: State Chapter President _____ Date _____

DISTRICT BIOLOGIST Technical Committee Representative _____ Date _____

NWTF Staff _____ Date _____



Appendix F

NWTF Five Star Commitment Forms & State Chapter Program

NWTF Five Star Program Commitment Forms

The NWTF Five Star program is dedicated to giving back to our communities, emphasizing wildlife conservation, protecting our right to hunt, ensuring a strong conservation foundation for future generations, developing stronger relationships between the state and local chapters, creating a positive image for the organization and building a better future for our country.

In order to meet minimum NWTF Five Star Local Chapter requirements and receive due recognition and incentives the Local Chapter must meet the following criteria within a calendar year (January 1 – December 31).

1. Chapter to host one hunting heritage event with a net income of at least \$5,000
2. Chapter to increase adult members by 5% annually
3. Chapter to host at least one of the following events:
 - Women in the Outdoors
 - Wheelin' Sportsmen
 - JAKES
4. Chapter to host and report one or more mentored hunts involving at least 5 participants annually

5. Chapter volunteers agree to participate in at least one of the following:

- 4-H Shooting Program
- Archery in the Schools Program
- Explore Bowhunting
- Local FFA Conservation or Shooting Program
- Boy Scouts and Girl Scouts Shooting Program
- Other Community-Based Conservation, Shooting or Hunter Education Program

By adopting these goals, the Local Chapter acknowledges the importance of our volunteers and local chapters and signifies our commitment and passion to provide a future where wildlife resources are abundant, and there are ample opportunities for everyone to hunt and enjoy the outdoors.



Appendix F (continued) NWTF Five Star State Chapter Program

The NWTF is founded on a strong mission – The conservation of the wild turkey and the preservation of our hunting heritage. We are also guided by a sound vision for the future through our Save the Habitat. Save the Hunt. Initiative. Our success depends on strong commitments at all levels of the organization, from the individual members and local chapters to the staff and national office. We also understand that the State chapters of the NWTF have great influence on the achievement of this mission by providing guidance and support to our local chapters and national initiative.

By entering into this State Chapter 5 Star Commitment, we resolve to be a chapter that excels in the areas of Conservation, Hunting Heritage, Fundraising for the Hunting Heritage Super Fund, and Membership. Furthermore, we resolve to support the local chapters in our state in achieving Local Five Star status and in the process give something back to the communities that support our efforts for wildlife conservation, protecting our right to hunt, developing a stronger relationship between the state and local chapters, create a positive image for the organization and building a better future for our country.

In order to achieve NWTF State Chapter 5 Star recognition and incentives your state must meet the following minimum criteria between January 1 and December 31 each year.

1. Increase deposits to and expenditures from the Super Fund by 3% annually ensuring that adequate funding is available and executed for projects and programs that help achieve our mission
2. Increase adult members by 3% annually so that we can be more effective at accomplishing our mission
3. Commit the majority of Super Fund expenditures to aspects that directly impact our mission.
 - A. Direct at least 40% of annual Super Fund expenditures to habitat projects, land acquisition and access programs that benefit the conservation of the wild turkey and its habitat
 - B. Direct at least 35% of annual Super Fund expenditures to mentored hunts, outreach events or other activities and programs that create and recruit new hunters, reengage lapsed hunters or retain current hunters
4. Provide a minimum of 5% of annual Super Fund expenditures to the NWTF's efforts to preserve the hunting tradition through the NWTF's American Hunting Heritage Fund or state coalitions dedicated to hunting and shooting legislation and policy. Money from the American Hunting Heritage Fund will be used on priority projects that protect our hunting heritage and will be used as appropriate to support efforts of our partners such as:

- U. S. Sportsman's Alliance
- Congressional Sportsmen's Foundation
- National Shooting Sports Foundation
- Council to Advance Hunting and Shooting Sports
- National Assembly of Sportsmen's Caucus
- State coalitions for hunting, shooting and scientific wildlife management
- National and state hunting, wildlife management and shooting policy and legislative issues

5. Support local chapter efforts to achieve Five Star status, further their outreach and education efforts, and give something back to their local communities by providing funding through the Super Fund as outlined below.

- A. Provide support for local chapters hosting mentored hunts

- B. Provide support for local chapters to host at least one of the following Outreach events:
 - Women in the Outdoors
 - Wheelin' Sportsmen
 - JAKES

- C. Support local chapter efforts to participate in community- based outreach activities such as:
 - 4-H Shooting Program
 - Archery in the Schools
 - Explore Bowhunting
 - Local FFA Conservation Based Programs
 - Boy Scouts and Girl Scouts Shooting Programs
 - Other Community-Based Conservation, Shooting or Hunter Education Program





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