



PENNSYLVANIA GAME COMMISSION

BUREAU OF MARKETING AND STRATEGIC COMMUNICATIONS

PENNSYLVANIA SHOOTING RANGE IMPROVEMENT PROGRAM

THE SUBMISSION GUIDE TO GRANT ASSISTANCE FOR SHOOTING RANGES IN PENNSYLVANIA



BUREAU OF MARKETING AND STRATEGIC COMMUNICATIONS
SHOOTING SPORTS DIVISION



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INTRODUCTION

The Pennsylvania Game Commission (PGC) is primarily funded through two main sources: The sale of hunting licenses and federal excise tax funds derived through the Pittman Robertson Act of 1937. This act has been vital to the agency's ability to continue to operate and adhere to its mission. From its inception, a majority of the excise tax funds were produced by hunters.

Over the course of the last 30 years, recreational shooters also started to provide a significant portion to the fund. The Pennsylvania Game Commission has recognized this group and has set the foundation to not only continue to support its hunters, but also its recreational shooters moving forward.

This Shooting Range Improvement Program (SRIP) grant is designed to provide financial support to Pennsylvania's aging shooting range infrastructure. Our state is fortunate to be home to more than 800 private clubs and ranges; however, many of these ranges require upgrades to improve safety and accessibility.

The purpose of the SRIP grant is to bring life into our aging infrastructure, while creating opportunities for more access for new members. The PGC is proud of our state's hunting and shooting heritage and is here to work together to ensure the future is bright for the next generation.

To further show the PGC's commitment to the SRIP grants, the agency is pledging \$25 million dollars over the next five years. These funds will be available to select organizations that complete the SRIP grant application. The applications will be graded by a panel of judges on the grading rubric (attached). Applicants will receive funds based on final grade and recommendations from the panel.



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REQUIRED STEPS FOR GRANT SUBMISSION

Please make sure you submit the following information:

1. Shooting Range Improvement Program grant application form and proposal typed, or computer generated (one proposal/grant cycle). Grant cycle is based on fiscal year (July 1-June 30).
2. Documentation of non-profit status.
3. Documentation of land ownership or lease.
4. Documentation of liability insurance.
5. Detailed maps of project location, including location of specific project (region, township, and range).
6. Images of structures, lands, and areas of project or pertinent to project.
7. Itemized budget sheet.
8. Must include a copy of one bid for equipment, construction and labor. (Additional bids will need to be secured should your project be selected).
9. Schedule of events from previous and current calendar year.

Please read the application carefully and complete all required fields. Incomplete applications will not be considered.



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RANGE DEVELOPMENT AND ENHANCEMENT

Welcome to the Pennsylvania Game Commission Shooting Range Improvement Program (SRIP). The intent is to provide funding to organizations that meet the necessary criteria and wish to develop new or unique projects that will have a positive impact on Pennsylvania hunters and shooters.

The safe and proper use of firearm and archery equipment is vital to hunting and inherent to many activities governed by this agency, including the recruitment of future participants as well as retention of current participants. The agency's future effectiveness in managing both hunters/shooters and wildlife is directly related to the ability of the public to increase effectiveness, safety, and efficiency in the use of this equipment. Pennsylvania's long-standing hunting heritage runs deep; however, as the state becomes more urbanized, the future of hunting and shooting sports as we know it today will become increasingly uncertain.

The availability of safe shooting facilities is decreasing. Indiscriminate plinking at some state game lands or on local landowner fields, as has so often been the practice, is proving to be increasingly more destructive and oftentimes dangerous. This practice also creates an adverse public image of firearms and their users, as well as public relations concerns for the agency and the shooting sports in general. Finally, many would-be hunters find it difficult to locate facilities and safely train in order to participate in shooting sports activities in Pennsylvania.

A focus group conducted by the PGC in 2017, consisting of shooting range permit holders, indicated a lack of safe and usable shooting facilities across the Commonwealth. Ranges that provide facilities for archery, pistol, shotgun, and long distance were especially lacking.

If hunting is to remain a regulated, viable, and safe form of wildlife management for Pennsylvania, a greater emphasis is needed to provide the public with safe and accessible facilities for education and practice.



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Many states have been leaders in the development of ranges on state owned properties for several years. According to those states, agency range development has been beneficial in many ways including:

- Increased use of state lands.
- Decreased firearms-related vandalism in those areas with developed and accessible ranges.
- Local citizen support and appreciation.
- Increased generated funds.
- Enhanced user support of the hunting and shooting sports.

SHOOTING RANGE IMPROVEMENT PROGRAM GOALS

1. Increase public access to private and club-type facilities.
2. Enhance shooting range facility availability or quality to the public.
3. Enhance public safety and environmental stewardship.
4. Enhance facilities available for the Pennsylvania Hunter-Trapper Education Program.
5. Provide funding to shooting facilities that have not received grants previously.

SUBMISSION DEADLINE AND AWARD NOTIFICATION

The application period is open July 8, 2024. Completed applications must be submitted by ~~September 1, 2024~~, **Updated: October 1, 2024** at 5 p.m. The award recipients will be notified on ~~October 1, 2024~~. **Updated: November 1, 2024.**

Upon approval, a commencement date for projects to begin will be provided. All project actions, work, invoices, etc. must occur after the PGC assigned start date and only after a signed contract is submitted by the applicant and received by the PGC.



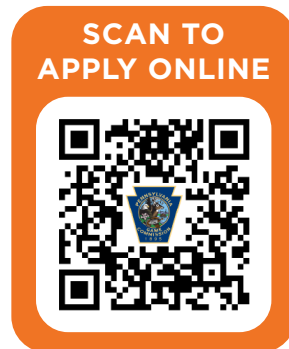
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Applications must be submitted to:

Luke Johnson
Shooting Sports Range Management Coordinator
2001 Elmerton Ave.
Harrisburg, Pa 17110

Email: lukjohnson@pa.gov
Phone: 717-645-6820



****In the event of grant acceptance, applicants will work with PGC officials to allow for random monitoring of contract obligations to maintain compliance with any contractually agreed upon activities.**

YEAR ONE PILOT PROGRAM 2024

Applicants must submit three bids for the project. The agency will work with applicants to select the appropriate bid for the project. The contractors who submit a bid must be bonded and insured.

A minimum of one project will be selected in each of the PGC regions. There are six total regions across the Commonwealth. A total of up to 12 projects may be selected in year one pilot.

Projects will be a maximum of \$30,000 for the pilot program. Invoicing of project will be due 45 days after completion date.

SELECTION PROCESS

Awards shall be made to applicants based on review by a 10-member committee selected by the PGC.

Awards will be made to applicants who provide a complete application and who, in the sole and final judgment of the PGC, provide proposals that best reflect the goals and interests of the program.

Award recipients shall be required to sign contracts with the PGC following notification of acceptance. Award recipients shall be required to execute and submit all other necessary documentation (e.g. reports) as



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directed during the term of the life of the contract agreement following all state guidelines.

The PGC reserves the right, at any time, to cancel or amend this request for proposals, reject any or all proposals, in whole or in part, waive minor irregularities in proposals, or allow applicants to correct minor irregularities, if the best interest of the PGC SRIP grant is served by doing so.

Award recipients that receive SRIP funding must also commit to maintaining the project improvements for their useful life. Projects will be assessed for useful life during grading. Examples would include, but are not limited to, permanent archery targets useful life would be five years whereas, a new roof projects for a rifle range would be 10 years. Failure to maintain the project or to allow public access during the useful life may require the award recipient to repay a prorated portion of the grant.

Recipients must provide the agency with deliverables for the life of the project. See deliverables on page 9. At the conclusion of useful life, recipient will also provide the number of new members that have joined the club since start of the range improvement.

The agency will pay the grantee for the project upon completion and inspection. The agency will work with the applicant to select the best contractor who meets the applicant and the PGC goals for the project. During this process, the PGC will conduct a site visit with all parties involved to discuss the contract and assess the site.

WHO IS ELIGIBLE TO APPLY?

Applicants who are eligible to apply for SRIP grants are existing shooting ranges, shooting clubs, recreational shooting organizations, archery clubs, and education groups. Applicants must demonstrate public use of current facilities. Examples of public use of facilities include public range times, educational outreach/trainings, or organized shooting competitions. Retail ranges are not eligible to apply for this program.



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ELIGIBLE PROJECTS

Projects for rifle, handgun, shotgun, skeet, and trap ranges should be designed to standards found in National Rifle Association (NRA) Range Source Book, a Guide to Planning and Construction, or the National Shooting Sports Foundation (NSSF) website.

For archery ranges, design information is available on websites for the Archery Trade Association, the National Field Archery Association, and other organizations.

Design may also mirror PGC state game land ranges.

Examples of eligible shooting range projects:

- Training, storage, and clubhouse facilities.
- New construction, renovation, and relocation.
- Construction of backstops and safety berms.
- Sky and noise baffles construction.
- Shooting stations and covers.
- Access roads and parking lots.
- Permanent target systems.
- Signage.
- Lead remediation.

Examples of projects not eligible for funding:

- Land acquisition.
- Engineering and design documents and plans.
- Employees' time to complete application or indirect costs.



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TIER PROGRAMING

The Shooting Range Improvement Program will have a tier structure within the application for funding of projects after completion of the one-year pilot program. It will include three separate tiers based on the grant amount and useful life of the project for providing deliverables.

TIER ONE PROJECTS (Pilot year 2024, Max \$30,000) will be a grant amount up to \$50,000 with a useful life of five years.

Deliverables for tier one:

- PGC signage of program funding
- One youth field day per year or two hunter/shooter education classes
- 10 public days per calendar year (matches, tournaments, sight in days, open house event)

TIER TWO PROJECTS will be a grant amount between \$50,000 to \$250,000 with a useful life of 10 years.

Deliverables for tier two:

- PGC signage of program funding.
- One youth field day per year or two hunter/shooter education classes.
- 20 public days per calendar year (matches, tournaments, sight in days, open house event).

TIER THREE PROJECTS will be a grant amount of \$250,000 and up with a useful life of 15 years.

Deliverables for tier three:

- PGC signage of program funding.
- One youth field day.
- Minimum 3 hunter/shooter education.
- 25 public days per calendar year (matches, tournaments, sight in days, open house event).

Each year, within the agreement of useful life of the project, applicants must report membership totals to PGC Range Coordinator.

For a grant applicant to apply for a tier three project, the organization must have completed either a tier one or tier two project with the PGC through the Shooting Range Improvement Program.



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*** PENNSYLVANIA GAME COMMISSION USE ONLY ***

Pennsylvania Shooting Range Improvement Program (SRIP) Score Sheet		
Reviewer Name		
Application Number		
Date Reviewed		Total Score
Score Sheet		
Criterion	Max Points	Reviewer Score
Supports Hunter-Trapper Education, hunter recruitment, introduction to shooting sports	20	
Construction of new ranges for future opportunities of shooting sports events	20	
Benefits shooting sports through design improvements	10	
Existing rifle range opportunities	5	
Existing shotgun range opportunities	5	
Existing handgun range opportunities	5	
Existing archery range opportunities	5	
The applicant has never received a shooting range grant or has not received a shooting range grant within the last 10 years	10	
Public range use opportunities	10	
Range location to population center	10	
Scorer recommendation (Check Only One)		
<input type="checkbox"/>	I support funding this application for the following reasons	
<input type="checkbox"/>	I support this application with reservations and recommend the following stipulations	
<input type="checkbox"/>	I do not support this application (give reason)	



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SCORING CRITERIA

1. Supports Hunter-Trapper Education, hunter recruitment, introduction to shooting sports

- Points will be awarded to applicants whose projects will expand or enhance hunter education programming or currently host multiple hunter education programs.
- Points will be given to those ranges that conduct hunter outreach programs. These would include state supported outreach programs, partnerships with conservation organizations, public shooting events, shooting leagues, youth hunts, and youth shooting events.

2. Construction of new ranges or opportunities for shooting sports

- Points are awarded based on new range design for a project the club currently does not offer.
- Points are awarded for a design that promotes new opportunities for education and outreach for shooting sports.

3. Benefits shooting sports through design improvements

- Points are awarded to ranges based on design that improve current opportunities to grow current club hosted events.
- Points are awarded if design improvements increase education and outreach opportunities.



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SCORING CONT.

4. Existing rifle range opportunities

- Applicant has existing rifle ranges.
- Applicant will be graded on number of shooting positions as well as max distance.

5. Existing shotgun range opportunities

- Applicant has existing shotgun ranges.
- Examples include trap, skeet, sporting clays, or patterning range.

6. Existing handgun range opportunities

- Applicant has existing designated pistol range.
- Applicant will be graded on number of shooting positions.

7. Existing archery range opportunities

- Applicant has existing archery range on property.
- Max number of points will be received if having both 3D course and target archery.

8. The applicant has never received a shooting range grant or has not received a shooting range grant within the last 10 years

- Organizations that have not received funding from the PGC in the past will receive priority.
- Other grant funding will be taken into consideration while scoring such as Midway Endowments, NRA, or other organizations.



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SCORING CONT.

9. Public range use opportunities

- The applying organization is currently active in providing public access and shooting programs. Points are awarded to applicants with records of public availability and public programs.
- If club is new, points to be awarded to those who show desire to provide public offerings.
- Examples of public range use are hunter sight-in days, open house events, or guest range pass for non-members.
- Fees may be charged to non-members for guest use but must be reasonable to others in the region.

10. Range location to population center

- Proximity to population center within the region. Points awarded by the number of people the applicant may serve in a 50-mile radius.
- Scope of the project matches number of events and people the club serves in a yearly period.
- Points will be awarded if there is not a similar facility within a 50-mile radius of applicant.



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APPLICATION FORM

1. Applicant Information			
Applicant/Organization Name			
Organization Mailing Address		City	State ZIP Code
Authorized Representative Name and Title		Phone Number	Email Address
Contact Person (person responsible for this project if different than above)		Phone Number	Email Address
2. Project Location			
Property Owner Name		Is the property owner and the applicant the same organization? If No (include a copy of the lease agreement or copy of the document that gives the applicant authority over the property)	
Provide GPS coordinates of main parking lot			
Are there any know boundary controversies/ complications with proposed project? If so, please describe			
Street Address		City	State ZIP Code
Total number of Acres		Total number of Members	
3. Project Information			
Project Title			
Describe the existing facilities including all range buildings. Attach photos and/or drawings of the proposed project area.			
Are there any know controversies/complications with proposed project? If so, please describe.			



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4. Need Statement
Explain why this project is necessary. Identify the issue, problem, or opportunity the project will address. Provide the reviewer with a narrative that gives a full picture of your project.
5. Objective
Based on the need statement for this project, state your objective(s). Example: Host more hunter outreach events.
6. Results and Benefits Expected
Based on the need and objective(s) stated above, what is the expected results and benefits of your project?
7. Construction, Timeline and Benchmarks
Construction Type: <input type="checkbox"/> New Range <input type="checkbox"/> Range Improvement
Anticipated Project Start Date: _____ Anticipated Project End Date: _____
When do you anticipate the project area will be open for public use?
Describe the construction plan. Include a timeline with at least three benchmark completion goals.
11. Questions
1. Is range located within 50 miles of a major city?
2. Are there other ranges located within 50 miles of your range?
3. Do you require a membership to shoot at your range?



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4. Will an access fee be charged for guest?

5. Are Hunter-Trapper Education courses being conducted at the range? If yes, approximately how many students per year?

6. Does the facility currently host school teams or clubs, Learn to Hunt events, or other recruitment and retention programs for hunting and the shooting sports? **YES** **NO**
If yes, list offerings and approximate number of participants for each.

7. Does your organization currently have any open shooting range grant projects? If none, how many grants have been received in the last 10 years?

9. Do you have documentation of lead reclamation actives on the range in the last 10 years?

10. Please list current facilities located on the property.

12. Budget Estimate

	Estimated costs	
	<i>This column should contain estimates of all project costs.</i>	
Planning/development	\$	_____
Equipment	\$	_____
Construction	\$	_____
Labor	\$	_____
Supplies	\$	_____
Other	\$	_____
Total project cost	\$	_____
Total organizational dollars	\$	_____ =
Grant request	\$	_____

Please tell us if any other organizations are providing funding for this project.

Applications must be submitted to:
 Luke Johnson
 Shooting Sports Range Management Coordinator
 2001 Elmerton Ave. Harrisburg, Pa 17110