

Suggested Shooting Sports Club Model County/District Project Club

- This model offers youth with a single interest to participate in a focused format.
- Must have five 4-H members representing three families enrolled in any discipline offered in the county/district.
- Must have individual active enrollment in 4HOnline for insurance coverage.
- Meetings with live fire must be led by a certified instructor in the discipline authorized.
- Club meetings which include business, community services, and/or fun activities(no live fire) can be led by approved volunteers.
- A planned program through the year along with reciting the 4-H pledge.
- Should have elected youth officers.
- Have constitution and bylaws on file at extension office.
- Have a charter and EIN number.
 - <https://www.kansas4-h.org/resources/4-h-library/4-h-clubs/charter-applications/index.html>
- Financial responsibilities are within the project club. (A youth member is encouraged to serve as financial officer along with a registered volunteer.)
 - Including payments exchanged for qualifier matches.
 - Club will submit the Annual Financial Review every fall
- Members can be participants in an organized community club, although community club membership is NOT required to be a member of a project club.
- **Club Structure- Best Practices**
 - Coordinator serves as Club Leader
 - If a coordinator has never been a leader they should meet with local agent
 - Club management volunteer may be another “discipline,” leadership with delegation
 - As with all clubs, should have a leadership sustainability plan
 - An instructor for every discipline should be present at all meetings
 - Instructors should provide reports- discuss practices, qualifiers, state match, etc.
 - Meetings
 - Monthly, bi-monthly, or quarterly
 - Follow all county guidelines- such as minimum number of meetings, working fair food stand, etc.
 - Club achievement banquet
 - Special guest speakers, STEM lessons, Hunting Skills manual
 - Allow the officers to decide
 - Demonstrations/project talks
 - Have socials after safety meetings
 - Districts may have meetings in each county and then come together quarterly, etc.
 - Fundraise together as a club instead of by discipline
 - Disciplines may have a committee if needed
 - Officers
 - Some clubs have 4 core officers (Pres, VP, Sec, & Tres) & others have a full slate
 - During the charter process instructors nominated an officer team
 - Officer team serves as an ambassador group for the project
 - Parent committees- fundraising, banquet, finance, etc.

Kansas State University Agricultural Experiment Station and Cooperative Extension Service

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