

Oregon 4-H Shooting Sports

FAQ for County 4-H Agents

1. Who do I contact at the State Level for Shooting Sports questions and help?
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 - d. Claire Sponseller – Risk Management, Frequently Asked Questions
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2. Where do I find shooting sports information?
 - a. On the Oregon 4-H website: www.oregon.4h.oregonstate.edu
 - b. Visit [Projects](#) and click on [Outdoor Education & Recreation](#)
 - c. There you can select [Shooting Sports](#). Under [Resources](#), you will project materials for leaders and members.

3. When promoting or discussing the 4-H Shooting Sports Program with 4-H families, what are some key points that I could bring up?
 - a. First, we have firearms in the shooting sports program, NOT weapons.
 - b. Safety must come first! If a traumatic accident occurred in another 4-H project, there may be some new policies that are developed, but the project would likely continue. If a traumatic accident occurred in the shooting sports program, there would most likely be no more shooting sports program. We must be smart and keep level heads when working with our leaders, members, and families.
 - c. There are seven disciplines within the shooting sports program. Six require leaders to go through a county specific 4-H volunteer service training AND state training in one or more of the following: Archery, Muzzleloading, Pistol, Rifle, Shotgun, and Western Action Heritage/Western Action Shooting.

4. Shooting Sports Forms – SSXX. What are they and when should they be used?
 - a. SS01 – Oregon 4-H Shooting Sports State Plan
 - i. This is our Oregon plan and shared program goals, operating guidelines, training requirements, reporting, and storage of firearms and ammunition.
 - ii. If you have any Shooting Sports program questions, this should be your first read.
 - b. SS02 – County 4-H Shooting Sports Program Management Guidelines
 - i. Answers more specific county questions such as requirement for youth and adults to participate, annual forms, and record keeping.
 - ii. If you have any Shooting Sports Program questions, this should be your second read.
 - c. SS03 – Oregon 4-H Shooting Sports Leader Information Form
 - i. Every agent should keep one of these on file for each shooting sports leader. It keeps track of their training information in each discipline. As an agent, you might also request a copy of the certificate to keep with this form.
 - ii. Many trainings take place at different levels (in-state, out-of-state, and national) and from different associations (NRA, ODFW, etc). Our state accepts only 4-H state trainings from Oregon (preferred), Washington, and Idaho. Please discuss with David White other trainings that your leader may have.
 - d. SS04 – 4-H Shooting Sports Club Risk Management Plan
 - i. This document sounds more difficult than it is. Each club just needs to fill in the blanks specific to their club situation. State policies have been left as a reminder to the leader as to what they will need to do.
 - ii. As an agent, you might request a copy of this form from each club. You may decide whether that is on a yearly, as-needed, or first-time basis.
 - e. SS05 – Oregon 4-H Shootings Sports Youth Participation Record
 - i. This is a wonderful tool for leaders to use each year. Leaders must keep an accurate account of members present during club meetings and activities. Leaders use a separate form for each discipline for which they are responsible.
 - ii. This helps to see how active a member has been in attending meetings. Some club leaders also request a copy of a member's hunter education card to attach with these as well.
 - iii. As an agent, you do not have to collect these, but require leaders to use them. If a question about a youth's involvement comes into play at a county contest, this form will come in handy.
 - f. SS06 – Oregon 4-H Club Shooting Sports Activity Planning and Reporting Form
 - i. To help track activities planned and completed.
 - ii. May include further leader state trainings, fundraisers, etc.
 - g. SS07 – Transfer of Firearms Form
 - i. Use this form anytime a firearm within a program is being transferred from one person's custody to another. It DOES NOT transfer custody away from the county program.
 - h. SS08 – Firearms and Archery Equipment Log

- i. Keeps specific information about custody of county owned firearms used by clubs by listing date, custodian (typically agent/leader), and identifying information.
- ii. It is imperative that an accurate inventory be maintained.

- i. SS09 – Buyer Authorization Form Equipment/Supply Release Log
 - i. This form is used when a firearm is being purchased by an individual for the county program.
 - ii. Highly encourage all agents and leaders to use!
5. Should members own their own firearms or borrow county firearms?
 - a. First – it is best for the 4-H member to own their own firearms.
 - b. Minors using county program owned equipment are able to borrow county owned firearms. A Transfer of Custody form SS08, is used to document the transfer of custody. This transaction must be completed by the parent or legal guardian. The parent or guardian must be legally able to accept the firearms or equipment. Firearms may be used for practice. They may not be used for personal use outside the 4-H program.
 - c. County owned firearms and equipment used during club meetings and activities and not in the rightful custody of others must be collected by leaders at the end of each 4-H event.
6. What is the best, or most recommended way to store firearms?
 - a. If a leader takes home equipment, they should check with their homeowner's insurance policy to see if the equipment will be covered for theft or loss.
 - b. See the guidelines for storage in SS01. At a minimum, the firearms are to be stored in a lockable gun cabinet. The ammunition is to be stored separately from the firearms.
7. If money is donated for purchasing firearms and equipment and the money goes through a county Leader Association, does the Leader Association own the firearms and equipment?
 - a. Once firearms and equipment are purchased, they become the property of the county 4-H program.
8. If there are leaders or parents involved with a shooting sports club that have NOT been through a state discipline training, can they still be involved with club meetings?
 - a. A qualified shootings sports leader must be present at all shooting meetings when live fire and handling of firearms is conducted. Leaders or parents not trained in the discipline may be on the line to help at shooting meetings IF supervised and properly trained by the qualified shooting sports leader.
 - b. All leaders involved with shooting sports are encouraged to go through state level discipline training, especially if they are working with youth in those discipline areas.
 - c. It is advisable to have parents engaged in helping on a routine bases enroll in the county program. They should attend state level training when possible.
9. Other tips:
 - a. Volunteer leaders can demand parents be present and responsible for their child's behavior at club activities and meetings.
 - b. Any parent or youth disrupting the safe and responsible use of firearms can be removed from the club. Agents need to be involved in this decision.