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](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.