

Friends of NRA State Fund Grant Guidelines

The Friends of NRA State Fund Grant Program provides supplies, equipment, and financial support to a variety of qualified groups and programs at the local level; geared towards youth, women, law enforcement, veterans, the disabled, and the general public, including:

- General shooting programs
- Competitive shooting
- Education, training and safety
- Hunting and conservation
- Community outreach

Eligible Organizations

All applying organizations must possess a Federal Employer Identification number (EIN) issued by the Internal Revenue Service and be an/a:

- IRS 501 (c) recognized entity (must submit IRS Determination Letter with application)

or

- Federal, State or local government entity (law enforcement, public school, college)

or

- State recognized nonprofit organization (must submit copy of state nonprofit registration)

Applicants shall not discriminate against any member, person, or other user of its facilities or equipment on the basis of age, race, color, sex, or national origin, or any other class protected by applicable law. Applicants are not required to be members of or have association with the NRA to receive funds under this grant program.

Ineligible Organizations

The following organizations are NOT eligible for grants:

- Labor organizations
- Private businesses and enterprises, including LLCs
- Organizations or groups that do not have a Federal Employer Identification Number (EIN) issued by the Internal Revenue Service
- Friends of NRA State Fund Committees
- Individuals

Organizations or groups which have not completed final report requirements from previously-awarded grants may submit an application. However, no awards will be made until all outstanding requirements have been satisfied.

Eligible Projects and Activities for Funding

Grant funding provided by Friends of NRA State Fund Grant Program must meet all requirements and be used to further a charitable purpose as defined by the Internal Revenue Code under section 501(c)(3) and accompanying rules, regulations, and other IRS law and materials. Eligibility and funding amount are determined by the Friends of NRA State Fund Grant Program

Grant requests must conform to, and foster the purposes in the mission, such as:

- Promote, advance, and encourage firearms, the shooting sports, and hunting safety.
- Educate individuals, including the youth of the United States, with respect to firearms, firearms history, participation in the shooting sports, hunting safety, and marksmanship, as well as with respect to other subjects that are of importance to the well-being of the general public.
- Conduct research in furtherance of improved firearms safety and marksmanship facilities and techniques.
- Support activities of the National Rifle Association of America, to the extent that such activities are in furtherance of charitable, educational, or scientific purposes within the meaning of section 501(c)(3) of the Internal Revenue Code which includes activities that are charitable, educational, or foster National or International sports competition.

Organizations that are not a governmental agency or are not recognized by the IRS as a 501(c)(3) entity:

- Must provide a public benefit equal to or in excess of the amount requested.
 - If you seek funding to conduct a program such as a Women on Target event or support of a youth league, and these programs are open to the public, the public benefit is clear.
 - Public benefit may also be shown by the nature of the qualified group benefiting from the project or activity, for example the Boy Scouts, a school, a local law enforcement agency, a veterans group, or other qualified groups may meet this requirement.
 - Projects or activities that further amateur sports competitions may meet the public benefit requirement.
 - Simply being open to the public, and charging the public for use, does not provide a public benefit.

Ineligible for Grant Funding

The following types of projects or items are among those not eligible for State Fund grant funding:

- Deficit financing
 - i.e. payment for something already purchased, work already started or completed, or reimbursement for an event that has already taken place prior to grant approval by the Grant Program
- Projects for commercial ventures, i.e., private businesses
- Projects that require membership in the NRA or in the applying club or group
- Administrative fees, office overhead, advertising, insurance, postage or other similar charges
- Salaries, stipends, or compensation
- Computers, laptops, televisions
- Multi-year funding of projects
 - Requests must be submitted for consideration each year for that year's costs only
- Raffle items or similar prizes of material value
 - The mission of the Grant Program is to support programs, not fundraising activities. Items are only funded that will be used for a 501(c)(3) purpose as part of a program activity. Prizes, such as trophies, ribbons, certificates, medals, for competitive shooting and other similar activities may be allowable.
- Fundraising or sponsorships for organizations not falling within the mission, to include charity shoots held for those purposes
- Landscaping or related equipment
 - i.e. lawnmowers, tractors, weed eaters, snow blowers, etc.
- Vehicles, such as cars, trucks, off-road vehicles or ATVs
- Duty ammunition for law enforcement
 - Only training ammunition can be funded
- Archery-only requests
 - Archery programs may only be considered if they are part of an overarching shooting program OR part of the National Archery in the Schools Program (NASP) OR part of Scholastic 3-D Archery (S3DA)
- Projects for schools, public or private, that fall under the NRA School Shield Program, such as school security improvements or training for security or school staff

- These must be applied for separately under the NRA School Shield Program
- Projects which are contingent on future funding from the Grant Program to be completed
 - If funds are awarded in one year, there is no guarantee of funding in subsequent years

Frequently Asked Questions

What kinds of projects does the Friends of NRA State Fund Grant Program support?

Grants provide supplies, equipment, and financial support to a variety of programs geared towards youth, women, law enforcement, veterans, the disabled, and the general public, including:

- General Shooting Programs
- Competitive Shooting
- Education, Training and Safety
- Hunting and Conservation
- Community Outreach
- Range Improvement Projects
- Historical Education

Grant funding must be used to further a charitable purpose as defined by the Internal Revenue Code under section 501(c)(3) and accompanying rules, regulations, and other IRS law and materials.

How are grant awards determined?

Applications submitted to the Friends of NRA State Fund Grant Program undergo several rounds of consideration. The Grant Program strives to provide funding to programs that further its mission and that make a difference in the local community. Applications are first considered by the appropriate State Fund Committee. State Fund Committees are composed of volunteers chosen from the individual *Friends of NRA* fundraising committees, and they review applications and make funding recommendations for their regions.

If an application is recommended for funding by the State Fund Committee, it is then sent to the Board of Trustees for final consideration and approval. If approved, the successful applicant will then receive notification of the grant award.

How are grant awards typically disbursed?

In most cases, the Grant Program provides support in the form of program supplies or equipment through its Grant Product Fulfillment Program. The Grant Program works with a number of industry suppliers to provide items needed to operate a variety of programs. In cases where approved requests fall outside of the Grant Product Fulfillment Program, the Grant Program provides direct financial support.

How much does the Grant Program generally award to successful applicants?

The average grant award is approximately \$3,000 - \$5,000, depending on the State Fund.

Grant Eligibility

Does my organization have to be a 501 (c)(3) tax-exempt charity to apply for a grant?

No, you are not required to be a 501(c)(3) organization to be eligible for a Friends of NRA grant. However, all grants must be for a 501(c)(3) purpose and all grant recipients, other than governmental entities, must be formally recognized as nonprofit organizations by their state or by the IRS.

My organization is a members-only club. Am I eligible to submit an application?

Possibly. If you are not a 501(c)(3) and the only users are your members, you may not be eligible. But, if you are a private membership club that also provides access to qualified groups or provides qualified activities, you may be eligible for funding. To be eligible, you would have to provide a substantial public benefit. Equipment granted for events and programs must be for the purpose of providing a benefit to the public. Range improvement projects must also benefit the public, usually via qualifying groups (see letters of public benefit FAQ).

My organization is a government entity (Law Enforcement Agency, Public Range, Public

School, or University). May I still apply for a grant?

Yes, government entities are eligible and may apply for a Friends of NRA grant.

Public Ranges may be eligible to receive additional funds through separate funding from the NRA.

I am affiliated with a Boy Scout Troop, Venture Crew, or Naval Sea Cadet Unit. Is my organization eligible to apply?

Yes, however the process differs depending on the specific organization. Boy Scout **Councils** may apply directly for a grant. However, an application for any individual Venture Crew, Naval Cadet Unit or Boy Scout **Troop**, must come through a sponsoring organization. Sponsoring organizations must meet grant eligibility requirements to receive funding on behalf of your group. In addition, before applying you should check with your parent organization to determine if there are any restrictions on your proposed grant, including restrictions related to any equipment or other items you may request from the Grant Program.

I am an individual person seeking funding from the Friends of NRA Grant Program. May I apply for a grant?

No, the Grant Program does not provide funding to individuals. However, if you are seeking scholarship assistance, the NRA Family offers a variety of scholarship opportunities.

Requesting a Grant from the Friends of NRA Grant Program

What is the deadline to submit my grant application?

Deadlines vary by State Fund Committee. See state deadlines on Friends of NRA Grants webpage.

Which grant application do I need to complete?

There are two types of grant applications. Based on how you answer one of the first questions, the *type of project*, the application software will automatically put you in the correct application.

The General Grant Application is for supplies, equipment, air rifle range supplies and consumables. These are generally in support of an event, educational program, or similar project.

The Range or Capital Improvement Grant Application should be used for requests for permanent improvements to your facility, such as construction projects, road improvements, berm work, and even certain trap machines (commercial grade trap machines are considered to be range improvements). Note that improvements to your overall facility (classrooms, etc.) are also considered to be range improvements.

Completing the Application

What supporting documentation is required to complete the application?

You will need the following pieces of documentation, with additional documents required if applicable.

All Grant Applications:

- *W-9 Form*: An IRS W-9 form must be completed, signed and dated in the past two years.
- *Proof of nonprofit status*:
- *IRS 501(c) Determination letter*, if your organization has a recognized 501(c) IRS
- tax classification *OR*
- *Articles of Incorporation* (if your organization is incorporated) or similar
- governing document(s) *OR*
- *For government agencies, a tax exempt certificate or letter or similar document.*

Grant Catalog ID: all applicants must use the Grant Catalog Request Tool to create your grant request list. Items from the NRA Grant Product Fulfillment Program and all other items, to include range projects, need to use this tool. Once you have created your request, the system will generate a six character alpha numeric ID. This ID will be entered into the application. Please retain this number and keep handy for future use.

Additional Documentation for Range Grant Applications:

- Letters of public benefit from qualifying non-profit entities (at least three).
- Proof of Ownership or Lease for property to which improvements are being made.
- Bylaws
- Financial statement
- Board

I am requesting funds for a range improvement project. The application says I need to provide letters of public benefit. What type of letters do I need to provide?

Range Grant applications require at least three letters of public benefit from qualifying groups i.e., 501(c)(3) organizations such as 4-H or the Boy Scouts, or government entities such as a law enforcement agency. These letters should support the project for which the applying organization is requesting funds and explain how the project is necessary for the group to continue to benefit from the facility.

Letters of public benefit should NOT be letters of thanks for past events or programs, but rather be in support of the project for which you are requesting funds and describe how the letter writer's organization will benefit from the grant.

Letters should be submitted on the supporting organization's letterhead, however if not available, letters should clearly detail the author's organization, position within that organization, and his or her duties. **Letters from for-profit businesses, individuals writing on their own behalf, members of the club or applying organization, or other non-qualifying groups ARE NOT sufficient.**

Submission of letters from non-qualifying groups or individuals could result in a delay of the review of your application. Failure to demonstrate adequate public benefit of your proposal will result in the denial of your application.

Final Reports

Is there a final reporting requirement for grant awards?

Yes. Grant recipients must provide a final report through the online application system detailing the results of the program, number of participants, impact on intended audiences and recognition of Friends of NRA for the award. Final reports are due 30 days after the program end date stated in the initial application, or no later than November 1 of the grant award year, whichever comes first.

My organization has not yet filed a final report from last year. May I still apply for funding for the current cycle?

Yes, you may submit an application; HOWEVER, you must submit all outstanding final reports before your State Fund Committee meets.

Where do I complete my final report?

Final reports are sent to the grant account that was used to submit the original application. Go to the Friends of NRA Grants webpage for links to Final Reports.

Still Have Questions?

Contact the Grant Department at grantprogram@nrahq.org or 703-267-1429