

HOW TO START AN NRA CLUB



PRODUCED BY THE CLUBS & ASSOCIATIONS DEPARTMENT
A PUBLICATION OF THE NATIONAL RIFLE ASSOCIATION

A graphic featuring a stylized American flag with stars and stripes, serving as a background for the text.

**To join the network of
National Rifle Association
Clubs & Associations
call (800) NRA CLUB**

**Or visit our website at:
www.nrahq.org/clubs**

How to Start an NRA CLUB

A GUIDE FOR CLUB LEADERS



**PRODUCED BY
NRA CLUBS & ASSOCIATIONS**

**A PUBLICATION OF THE
NATIONAL RIFLE ASSOCIATION**

First Edition - December 2008

Copyright 2008, The National Rifle Association
All rights reserved. Printed in the United States of America. This book may not be
reprinted or reproduced in whole or in part by mechanical means, photocopying,
electronic reproduction, scanning, or any other means without prior written permission
from the National Rifle Association of America.

For information, write to: National Rifle Association, Clubs & Associations,
11250 Waples Mill Road, Fairfax, VA 22030.



WHY START AN NRA CLUB?

Help to create a safe environment to enjoy the shooting sports in your community. Shooting sports is an activity which teaches life skills like sportsmanship, self-discipline, concentration, leadership and much more to people of all ages.

GETTING STARTED

You are on your way to becoming part of one of the most valuable programs with the National Rifle Association. Becoming part of NRA Clubs singles you out as one of those very special persons willing to dedicate time and expertise for the well being of your organization as you join thousands of other clubs in the defense of the Second Amendment.

NRA CLUBS

Club focus usually finds its origin in the interest and expertise of its leaders. If your club focus has not been decided, consider some of the following options:

- General firearms exposure
- Basic marksmanship
- Hunting
- Wildlife and conservation
- Competition
- Combination of the above



Variety is the spice of life. An assortment of well-planned activities that are challenging and enjoyable will continue to keep members and future members coming back for more. If you need assistance in designing your program, call (800) NRA CLUBS or www.nra.org/clubs/index.asp.

CLUB SUCCESS

Leaders

Qualified leaders are the driving force behind all successful NRA Clubs. Leaders must be the types of individuals who always demand safe and proper gun handling. A leader is a mentor who inspires, encourages, leads by example, and earns the respect and admiration of its members. We recommend that the leader(s) become NRA certified Chief Range Safety Officer and NRA certified Chief Training Counselor. This allows you to train others as Range Safety Officers and Instructors.

Members

The key to any successful club is having members. Members are the backbone of a club that will ensure its success.

Community Awareness

Your club can play an important role within the community, but only if the community knows about it. Promote the club and its members at every opportunity. Write articles for the local newspapers. Invite community leaders, fish and game representatives, law enforcement

personnel, and elected officials to your events and activities. These people can be your greatest allies! Publicize the accomplishments and achievements of your participants. Ask for support and recognition from local businesses. Providing a wholesome activity for your club is a valuable asset to any community. Your club could also start and support an NRA Youth Club (See NRA Youth Clubs, page 7).

FORMING THE CLUB

Naming the Club

Your club's name should bond the group to the community. Using the name of the town or city may be appropriate. A name can also be chosen that identifies your club's special interests or activities. Keep the name short and easy to remember.



Electing Officers

Electing officers such as president, vice president, secretary, treasurer, and public relations director is optional. An NRA Club must have at least three elected officers who MUST hold current individual NRA membership. Electing your officers provides a setting for club members to develop and practice effective leadership skills.

Bylaws

Bylaws are not required for NRA Club Affiliation. However, the NRA recommends that you adopt bylaws or rules and regulations for the group to avoid conflicts or confusion. Additional information can be obtained by consulting your local state association, another local club or by contacting an attorney in your state. To request an official copy of the NRA Bylaws, please contact us at (800) NRA-CLUB or email clubs@nrahq.org.

REQUIREMENTS FOR AFFILIATION

Clubs and Associations who wish to affiliate their organization with the NRA must be composed of the following:

- Five persons 21 years of age or older
- Must have at least three elected officers (Secretary and Treasurer may be combined)
- At least 3 of the officers or directors MUST hold NRA individual membership
- Clubs – hunting, shooting, reenactment - will pay an annual dues of \$35
- Gun Collectors and “other” (national or regional) will pay an annual dues of \$90

NRA BENEFITS FOR YOUR CLUB

Affiliating your program with the National Rifle Association means that you have become a member of the strongest shooting sports team the world has ever known. The NRA has worked to preserve the shooting sports and hunting traditions in America for over 130 years. With its strong emphasis on youth programs, the NRA is working even harder to protect the rights of future generations.



FINANCIAL ASSISTANCE GRANTS

As a member of NRA Clubs & Associations you will gain access to exclusive NRA programs and services including eligibility for the following:

- Liability and Arms Care Insurance
- Commissions for recruiting new members
- Toll-free access to NRA Headquarters through (800)NRA-CLUB
- Discount on Range Technical Team services
- Guidance and support in organizing your club and its activities
- Attorney referral service
- Free legislative fax alerts
- Subscription to your choice of *American Hunter*, *American Rifleman*, or *America's 1st Freedom*
- Subscription discounts on *Shooting Sports USA*, *InSights*, and *Man at Arms* magazines
- Eligibility for educational grants for conducting shooting sports programs
- Free or discounted NRA educational materials
- Directory of NRA Business Alliance members
- NRA charter for new clubs
- Discounted credit card processing through *Payment Alliance International*
- Discounted telecommunications through *Globalinx*
- Discounted office supplies through *Corporate Express*, *A Staples Company*
- Discounted shipping discounts through *FedEx Office*
- Eligibility for the NRA Club Award Program
- *Club Connection* Quarterly Magazine

FINANCIAL ASSISTANCE GRANTS



**The
NRA Foundation**
Teach Freedom.[™]

The NRA Foundation Grants support communities by funding programs such as Boy Scouts of America, 4-H, FFA, Jaycees, local clubs, educational institutions, associations and police departments in the areas of training, education and safety as well as supporting programs for wildlife and natural resource conservation.

The NRA Foundation is a 501 (c)(3) tax-exempt organization that raises tax-deductible contributions to support qualified educational, training, and developmental programs. The *Friends of NRA* program raises money through dinners and auctions. Half of the monies raised are utilized by The NRA Foundation nationally, with the other half invested in the state in which the money was raised. Each state has a *Friends of NRA* State Fund Committee that reviews grant applications and recommends grant funding to The NRA Foundation's Board of Trustees for final review.

For more information about grants or to obtain a grant application, contact The NRA Foundation at (703) 267-1131 or (800) 423-6894 or visit www.nrafoundation.org.

NRA Range Grants

Range Grant funds are made available at the NRA's sole discretion to qualifying NRA affiliated clubs and associations by approval of the Range Development Committee – a standing committee of the NRA Board of Directors. The Range Grant Subcommittee reviews grant applications from qualifying NRA affiliates, and it submits recommendations to the Range Development Committee for approval. Range Grants will be awarded concurrent with the fall NRA Board of Directors meeting.

Range grant applications are due on August 1st of each year. Visit <http://www.nrahq.org/shootingrange/grants.asp> or contact NRA Range Services at (703) 267-1276 for more information.

NRA CLUB UNIVERSITY

Offered three times a year, NRA Club Universities offer a chance for clubs and associations to attend a one-day seminar given by NRA Clubs & Associations. These workshops are held throughout the country in order to give clubs and state associations the opportunity to attend a unique forum of topics recommended by fellow club leaders. There is a \$30 admission fee, which includes continental breakfast, catered luncheon and conference materials. For more information, visit www.nrahq.org/clubs/club_university/default.asp.

CLUB AWARDS

Gold Medal Club Awards

The NRA Gold Medal Club Award allows a club to receive National Recognition and an award plaque. Clubs are encouraged to renew their status each year. Once we receive your renewal application, an inscribed bar with the renewal year will be mailed to your club to apply to your plaque. The Gold Medal Club Award applications are due each year by February 15th.

Clubs must meet the following requirements to receive the Gold Medal Club Award:

- o 100% NRA membership
- o Publish a Club Newsletter
- o Belong to your respective State Association
- o Active with NRA Youth programs
- o Active participant in NRA Membership Recruiting



Club Awards

Club Awards are available to clubs each year. Not only will the winner be given this prestigious national award, but the club will also receive national attention and be invited to attend the awards ceremony held in Arlington, VA at the September NRA Board Meetings. The different types of awards include:

- o Outstanding Club Award
- o Outstanding State Association Award
- o Outstanding Youth Club Award
- o Public Service Award



NRA RECRUITER

NRA Clubs throughout the country are earning money for their club through the NRA membership recruiting program. Clubs can earn up to \$10 for each membership submitted! This is a no cost program, and all supplies are even provided by NRA for free! Contact the NRA recruiting department for more information at (800) 672-0004 or email recruiting@nrahq.org.



RANGE DEVELOPMENT CONFERENCES

The Range Development & Operations Conference is a five-day industry seminar focusing on fundamental aspects of building and maintaining a shooting facility. Held three to four times a year throughout the country, attendees will receive a multi-disciplinary perspective on major topics such as:

- Developing business and master plans
- Public hearings and zoning boards
- Environmental sound
- Insurance
- Lead on outdoor ranges and OSHA lead standards
- Range maintenance
- Range safety



The Range Development & Operations Conference is designed to educate range owners and operators, of both existing and proposed range facilities, to identify potential problems associated with engineering, environmental issues, and safety. This information is vital for government agencies, as well as commercial, public, private, school, club, and casual ranges, of both indoor and outdoors types.

For more information visit www.nrahq.org/shootingrange/development.asp or call the Range Services Department at (703) 267-1276.

HOW TO INCORPORATE YOUR CLUB

Corporate law is governed and determined by each state. Usually Articles of Incorporation are filed with the state’s agency along with a filing fee. Once the Articles are approved, then the business, range, association or gun club is incorporated.

Most states ask that the corporation keep Bylaws, and hold and keep minutes of annual Board meetings and so on. This information will need to be kept on file with the corporation and does not need to be filed with the state.

An attorney should be sought to incorporate the business, range, association or gun club or the state agency could be contacted on how to handle corporation on an individual basis. Costs are minimal for an attorney to handle this type of procedure. For more information, request a brochure by calling (800)NRA CLUB or email clubs@nrahq.org.

NRA YOUTH CLUBS

REQUIREMENTS FOR AFFILIATION

Completing these few simple requirements will earn your group the honor of belonging to our tradition-filled family:

- Each club must consist of at least five members who are United States citizens and no older than 20 years of age
- One adult leader must be appointed who is 21 years of age or older and who is an individual member of the NRA
- One club instructor or coach must be certified by NRA within one year of affiliation
- The objectives of the club must remain consistent with those of the NRA
- Each club will pay an annual dues of \$15



Adult Leaders

No matter how you focus your club activities – hunting, competitive shooting, or recreational shooting – you will be affecting the future of the shooting sports by mentoring a new generation. Whether you are a seasoned shooter or a beginner, there are courses available across the country to become certified to teach and instruct. For classes please visit www.nra.org/training.

Parents

Parents play a critical role in the success of young shooters. Kids need both motivational and financial support in order to pursue excellence – in any sport. Occasionally, parents may need reassurance to feel comfortable about their child's participation in the shooting sports. Provide that reassurance! Hold parent orientation sessions and encourage them to get involved in club functions. Give parents something to do. Invite them to help at meetings and practices. It will not take long for them to realize the value of the experience that you are providing and the reasons their kids enjoy the shooting sports so much. Parents are a great source for future instructors and coaches.

Participants

There are probably more boys and girls in your area who would like to learn how to shoot than you could ever fit into your club. The key is getting the word out that you have a program for them. Young people today have a multitude of activities available to them through their school and the community. You must promote and advertise what you have to offer, how they can get involved, and what will be required of them. You may want to consider limited enrollment initially to test your program and resources.



COMPONENTS OF A SUCCESSFUL YOUTH CLUB

Electing Officers

NRA Youth Clubs are only required to appoint one adult leader who is 21 years of age or older and who is an individual member of the NRA. If possible, select adult advisors for each shooting discipline. Advisors who meet NRA experience and coursework requirements are urged to apply for NRA instructor certification. Electing adult officers is optional, however most leaders are quick to recognize the importance of member input into the activities and administration of the club.

COMPONENTS OF A SUCCESSFUL YOUTH CLUB

Following is a list of program components that have led to some of the most successful youth shooting and hunting club programs available today:

- Completion of an NRA Basic Training Course that covers safety, knowledge of firearms, care and cleaning, and the principles of marksmanship
- Coach Program
- Completion of a state Hunter Education Course that covers hunting safety, principles of marksmanship, wildlife identification, hunting theory, and hunting ethics
- Activities that develop shooting skills, such as the NRA Marksmanship Qualification Shooting Program
- Ongoing recognition and awards for skills developed and rating earned
- Competitive tournaments or NRA Youth Hunter Education Challenges (YHEC) to test abilities and reward high achievers
- Additional activities, such as NRA Shooting Sports Camps; *Friends of NRA* events; NRA's Environment, Conservation and Hunting Outreach (ECHO) program; public service, club fund-raisers, and community activities
- Consistent recruitment and development of new adult leadership and club support
- Apprentice Instructor program for youths age 13 to 17, Assistant Instructor 18 to 21, and 21 for Instructors

The National Rifle Association of America was founded in 1871 by a group of New York National Guard officers who wished to improve marksmanship in the armed forces and further America's tradition of firearm skill. All NRA members share a commitment to safe, responsible firearm use as well as the protection of our constitutional right to keep and bear arms.

Shooting clubs across the nation enjoy the many benefits derived from becoming affiliated with the National Rifle Association. Completing a few simple requirements will earn your club the honors of belong to our tradition-filled family. NRA affiliation does not impose control over the internal affairs of your club. The NRA respects the right of each club to govern itself and select its own slate of activities.



MEMBERSHIP APPLICATION

Your Name _____

Name of Organization _____

Mailing Address _____

City _____ State _____ Zip _____

Phone _____ Fax _____

Email _____ Website _____

Type of Affiliation

1 Year -\$35 3 Year -\$95 (save \$10) 5 Year -\$150 (save \$25)

Foreign Postage per year: Canada \$5 Other \$10

Choice of Free Magazine

American Rifleman American Hunter America's First Freedom
 Shooting Sports USA Insights Do Not Send

Payment

Check or Money Order enclosed (payable to NRA)

Charge to: MasterCard VISA AMEX Discover (circle one)

Card Number _____ Exp. _____

Signature _____ Date _____

Please return your application to:

NRA Clubs & Associations
11250 Waples Mill Rd
Fairfax, VA 22030
or fax to 703-267-3939

www.nrahq.org/clubs 1-800-NRA-CLUB clubs@nrahq.org

FOLD HERE



11250 Waples Mill Road
Fairfax, VA 22030
(800) NRA CLUB

PLACE
STAMP
HERE

**For additional information on
NRA programs, please contact:**

Clubs and Associations

(800) NRA CLUB www.nrahq.org/clubs

Competitive Shooting

(703) 267-1480 www.nrahq.org/compete/index.asp

Education and Training

(703) 267-1411 www.nrahq.org/education/index.asp

Hunter Services

(703) 267-1524 www.nrahq.org/hunting/index.asp

Training

(703) 267-1481 www.nrahq.org/education/training/basictraining

Women's Programs

(703) 267-1399 www.nrahq.org/women/index.asp

Youth Programs

(703) 267-1591 www.nrahq.org/youth/index.asp

Friends of NRA

(703) 267-1356 www.friendsofnra.org

Membership

(703) 267-3700 www.nramemberservices.org/Default.asp

NRA-ILA

(800) 392-8683 www.nraila.org





**NATIONAL RIFLE ASSOCIATION OF AMERICA
CLUBS & ASSOCIATIONS
11250 WAPLES MILL ROAD
FAIRFAX, VA 22030
(800) NRA CLUB
WWW.NRAHQ.ORG/CLUBS**