



Outdoor Adventures



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PROUD PARTNER



Volume 10, Issue 10

Scot McClure scot@dallasecologicalfoundation.org

October 2016



News

Teachers Please Post our Facebook and Instagram Page in your classroom – page 2

Act fast if you want to take your students to the YWCE Event.

NEW – Outdoor Adventure Educator of the Year. Winner will receive \$1000 check.

Curriculum Writers Needed - \$25.00 per hour p. 3

INSIDE THIS ISSUE

1	News – Calendar of Events
2	Like Us on Facebook and Instagram
3	Teacher Training / Curriculum Writers
4-6	NEW – Educator of the Year Award - Application
7-8	YWCE Registration
9	Student Writing Contest
10	Youth Shooting Safety Event at Alpine Range
11 -12	Texas Hunting Opportunities for Youth
13 - 19	SCTP – For ALL Schools across the U.S.

CALENDAR OF EVENTS

- DSC S.A.F.E.T.Y. Event – Sept. 23, 2017
- YWCE – January 5, 2017

<https://smile.amazon.com/ch/75-1761481>

**AMAZON DONATION TO DEF
GO TO THE LINK AND SUPPORT THE DEF. AMAZON WILL DONATE 5% OF YOUR PURCHASES TO THE DEF.**



**FOLLOW US ON SOCIAL MEDIA
BY LIKING OUR PAGES ON
FACEBOOK AND INSTAGRAM**



[HTTPS://WWW.FACEBOOK.COM/DALLAS-ECOLOGICAL-FOUNDATION-121323774547992/?fref=ts](https://www.facebook.com/DALLAS-ECOLOGICAL-FOUNDATION-121323774547992/?fref=ts)



[HTTPS://WWW.INSTAGRAM.COM/DEFOUTDOORADVENTURES/](https://www.instagram.com/DEFOUTDOORADVENTURES/)



Teacher Training

RSVP for each training. I have provided several dates for each training. Please check your schedules and let me know today! The Texas Parks and Wildlife Department's Hunter Instructor and Boater Education will require some homework prior to the training. I will review the requirements for each upon your RSVP.

scot@dallasecologicalfoundation.org

Outdoor Skills Workshops (Orienteering, Rock Climbing, Dutch Oven Cooking, Birding and much more) <http://tpwd.texas.gov/calendar/outdoor-skills-workshops-seminars>

Hunter Instructor Classes

Dumas	Wed Nov 2, 2016	8:00 AM	(806) 930-5655	
AUSTIN	Sat Nov 12, 2016	9:00 AM	(512) 633-0164	(Please bring the completed documents found @ http://tpwd.tex)
FORT WORTH	Sat Nov 12, 2016	8:30 AM	(512) 923-3509	(@ Texas Motor Speedway Longhorn Council Camporee randy.spr)
CORPUS CHRISTI	Sat Feb 4, 2017	8:00 AM	(361) 853-8644	

NASP – Basic Archery Instructor Pre-register at: www.naspbai.org

To receive further information or register for any of the courses below please contact Burnie Kessner, burnie.kessner@tpwd.texas.gov.

Poolville, October 15, 2016

Angler Education Instructor Classes

Oct. 22, 2016, 9:00 AM – 2:00 PM, Allen, TX jaand75023@cs.com 972-618-6714 **(NEW Course Fly Fishing Instructor)**

Dec 3, 2016, 9:00 AM – 3:00 PM, Buda, TX, caleb.harris@tpwd.gov, 512-389-4472

Jan. 21, 2017, 9:00 AM – 3:00 PM, Austin, TX, caleb.harris@tpwd.gov, 512-389-4472

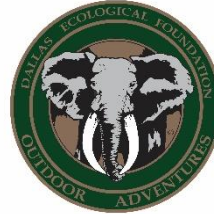
April 1, 2017, 9:00 AM – 3:00 PM, Austin, TX, caleb.harris@tpwd.gov, 512-389-4472 **(NEW Course Fly Fishing Instructor)**

Curriculum Writers – 2017 Outdoor Adventures

Need lesson updates/writers for the following units:

Boater Education, NASP, Angler Education,
Orienteering, Survival Skills, Camping, CPR/First
Aid, Outdoor Cooking

Need curriculum writers for **NEW** Units: Ice Fishing,
Tackle Crafts, Mountain Bike Camping, Fauna and
Flora Recognition, Shooting Sports, Backpacking



DALLAS ECOLOGICAL FOUNDATION (DEF) OUTDOORS TOMORROW FOUNDATION (OTF)

EDUCATOR OF THE YEAR APPLICATION GUIDELINES

Application available to Outdoor Adventure's educators **October 4, 2016**

**Application deadline due back at DEF office along with
Principal's Letter of Recommendation (Can be sent separately
if necessary).**

Mail, fax, scan, email to DEF **October 31, 2016**

DEF, P.O. Box 543305, Dallas, TX 75354, scot@dallasecologicalfoundation.org

Winner chosen by DEF committee **On or before November 11, 2016**

Winner notified by DEF committee **On or around November 11, 2016**

**Winner will need to be available to do a video on or around the first two weeks of
December, 2016.**

**Presentation of Educator of the Year Award will be at the Dallas Safari Club's
Annual Convention January 6, 2017. Winner will need to be available to receive the
award and \$1000.00 check!**

Educators must have the following qualifications to apply:

- **Taught DEF/OTF's Outdoor Adventures curriculum for 3 years.**
- **Completed Educator of Year application on time.**
- **Signed Letter of Recommendation from Principal.**

Previous winners need not apply at this time.

Dallas Ecological Foundation

Educator of the Year

Cover Sheet

Name of Teacher:

Campus:

School Address:

School Phone:

Home Address:

Home Phone:

E-mail Address:

Grade Level:

Applicant Signature _____ Date: _____

Principal Signature _____ Date: _____

Please return to

Dallas Ecological Foundation

Scot McClure

P.O. Box 543305

Dallas, TX 75354

469-805-2390

Note: Educator of the Year reviews are anonymous. This cover sheet will not be included as part of the actual selection process by the DEF committee. Consideration will be based entirely on your attached application. Principal letters of recommendation should not include the teacher's name or reference the school name. Principal letters must be signed. A copy will be provided to the DEF committee for consideration with the principal's name and signature removed to keep the process anonymous.

DALLAS ECOLOGICAL FOUNDATION
EDUCATOR OF THE YEAR
APPLICATION

Do NOT include campus or teacher name in this application.

1. How many years have you been teaching the Outdoor Education Program?
2. Explain how our program is your program inclusive of every socioeconomic demographic within your school and provide the percentages of male and female students in your program.
3. Do you provide off campus activities for your students related to the course, if so explain?
4. Explain how your program has grown and provide an approximate number of students who have benefitted from your Outdoor Education Class.
5. How has your administration and community been supportive of your Outdoor Education program?
6. Please include a 500 to 750 word essay explaining your program and the effect it has had on you and your students as it relates to any of the following: Hunting, Fishing, Shooting Sports, Changed Lives.

Please type answers and essay on separate pages and attach to your application along with principal's recommendation letter unless sending separately.



**Outdoor Adventure's
Youth Wildlife Conservation
Experience (YWCE)
January 5, 2017
Dallas Convention Center**



The Dallas Ecological Foundation's Outdoor Adventures program would like to extend a special invitation to you. Thanks to a very special Youth Wildlife Conservation Experience (YWCE) endowment from Larry and Brenda Potterfield, the Outdoor Adventures program will have 400 students attend the Dallas Safari Club's "Adventure" Convention. The YWCE initiative is designed to educate youth on the importance of wildlife conservation and the role of the hunter, outfitters, conservation groups and local governments in the sustained use of wildlife around the world.

Agenda: 8:30 – 9:00 – Check In - Pass out badges, lunch tickets, convention bags.

9:00 – 11:00 Conservation Workshop Speakers will include: Wildlife Outfitters; Guides; Biologist and Special Conservationist from Alaska, South Africa, New Zealand and Europe; Wilderness Survival Experts, Wildlife Artist, Taxidermist, Wildlife Photography, Gun Smithing, Shooting Techniques, Hunting Skills and Thrills, Laser Shot, Shotgun Laser, National Wild Turkey Federation's indoor shooting station, Turkey Calling, Bird Dog Demonstrations, Duck Calling, Texas Parks and Wildlife Department Safari Box, Game Warden Wall of Shame, and much, much, more

The workshop will be set up for students to listen to several of the above mentioned speakers and try out the shooting venues.

Noon – 3:00 Eat lunch and visit the convention

VERY IMPORTANT:

- The DEF will provide schools up to \$500 for Enrichment Funds to support extracurricular activities. The school may use the funds to pay for anything that assist students with outside of the classroom experiences. The school takes all responsibility for the activities outside of the school academic setting.
- All attendees will receive a backpack, convention badge to visit the Exhibit Hall and a \$10.00 lunch ticket. This is a limited opportunity for the first 400 students to register.
- Reserve your school and student's spot today. When 400 spots are reserved, a waiting list will be created.
- Once I have your reservation form returned to me with your principal's signature, I will send parent/student release documents.

Outdoor Adventures Enrichment Fund Application

Maximum Fund Request per School: \$500.00

Please complete all blanks and get your principal signature. Scan it and email or fax to Scot McClure. scot@dallasecologicalfoundation.org fax (972-263-2801)

Each school requires a different format for funding student field trips. Please use this form and send it to Scot McClure to reserve your spot at the YWCE.

Outdoor Adventure Teacher Name _____ Date _____

School _____ District _____

Principal Signature for Verification: _____

Number of student reservations needed: _____

Actual expenses and addresses for bus, bus driver and substitute teacher

\$_____ Bus expenses to travel to Dallas Convention Center, 650 S. Griffin St.,
Dallas, TX 75202

\$_____ Bus driver expenses for field trip to YWCE

\$_____ Substitute Teacher expenses for Outdoor Adventure Teacher to travel to
YWCE.

\$_____ Total amount requested (maximum per school is \$500.00)

Address to remit payment _____



**Texas Outdoor Writers Association
Junior Outdoor Journalist Adventure Story Writing Competition
Rules & Registration Form**

The Texas Outdoor Writers Association has teamed up with the Dallas Safari Club and the Dallas Ecological Foundation to promote the outdoors through an adventure essay contest open to all Texas middle school and high school students. The theme for essays should be the writer's outdoor experience (hunting, fishing, camping or other outdoor adventure) and why such adventures are important in your life. Including a conservation message is encouraged.

- The contest is divided into two divisions, middle school (grades 6-8) and high school (grades 9-12).
- First Place winners in each division will receive a new laptop or tablet computer.
- Second Place winners will receive \$100.
- Third Place winners will receive \$25.
- Winners may also receive an invitation to the 2017 TOWA Conference in Montgomery Feb. 23 – 26.

Stories will be judged on originality, creativity, grammar, punctuation and writing style. Only one submission per student please. Previously submitted stories are ineligible for contest. Maximum word count: 500. Essays must be typewritten (minimum 12-point font) on 8 ½ by 11 inch paper. No illustrations please.

Submit stories to TOWA, attention: Student Essay Committee; P.O. Box 151293, Austin, TX 78715-1293.

Essays will not be returned.

Deadline: Entries must be received by midnight Sunday January 21, 2017. Stories not following these rules will not be accepted. No exceptions.

Winning entries will be featured at the TOWA 2017 conference where members and guests may read and enjoy them. All entries become property of TOWA and may be published in full or part in the TOWA and DSC newsletters, websites or brochures. Winners will be notified by telephone or email, and a list of winners will also be posted on the TOWA website.

Questions should be directed to David Sikes at (361) 886-3616 or david.sikes@caller.com



CUT AND CLIP TO YOUR STORY

**Fifth Annual Texas Outdoor Writers Association
Junior Outdoor Journalist Adventure Story Writing Competition**

PLEASE TYPE OR PRINT CLEARLY

Grade Level: _____ Number of Pages: _____ Number of words used: _____

Student's Name: _____

Parent Name: _____

Address: _____

Street / PO Box City State Zip

Telephone Numbers (2): _____

Title of Story: _____

Teacher: _____ Teacher email: _____

School: _____ Address: _____

City: _____ State: _____ Zip: _____

PROGRAM SPONSORS



TexasYESS

in association with



Enjoy an Amazing Family Outdoor Experience for **FREE!**

October 15, 2016 Alpine Shooting Range 9am-4pm
5482 Shelby Road Fort Worth, TX 76140 All Ages Welcome!

Activities include: Hands on instruction in Archery, Conservation, Clay Targets, BB Gun, Laser Shot Game, Kids Raffles and SO MUCH MORE!

To register, go to www.USAYESS.org/events.

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To learn more about USAYESS or show your support, visit:
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P.O. Box 1022 • Colville, WA 99114 • p: 831.229.4872 • f: 509.684.6349 • e: info@usayess.org

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Attention Outdoor Adventure Instructors!

The Texas Youth Hunting Program provides introductory, mentored hunting opportunities that are safe, affordable, and educational. Your students can learn valuable outdoor skills during the week in your OA classes, and put their knowledge to work in the field on a weekend TYHP hunt!

TYHP conducts hunts for all legal game species, plus exotics and varmints. Most hunts are firearm hunts, but archery hunts are also offered. Hunts are offered all over Texas, typically on private property to which landowners donate access. TYHP youth hunters are required to have Hunter Education certification, a valid Texas hunting license, and have an adult (parent or guardian) accompany them on the hunt.

Trained volunteer "Huntmasters" run the hunts, and volunteer Guides accompany the kids & their adult in the field, helping them learn to hunt effectively and safely and take care of any game harvested. Hunts are structured for at least 4 youth/adult pairs, and sometimes more. All meals are provided. Lodging varies from tent camping to bunkhouses and anything in-between, and is dependent on the facilities at the property. There is a hunt fee of \$150, which covers both the youth and their adult. Scholarships are available if needed to cover the fee. If a youth hunter does not have their own firearm or bow, TYHP has loaner equipment available. All that a youth really has to provide is clothing appropriate for the weather conditions; TYHP can provide the rest if necessary!

How does a youth join in the fun? It's simple: First step is to create a Youth Account on the TYHP website, www.tyhp.org. Then they can check the Youth Hunt Schedule for hunts in which they are interested, and apply accordingly. It is recommended that youth apply for multiple hunts to increase chances of selection. First-time participants with TYHP are given priority in selection.

About the Texas Youth Hunting Program

The Texas Youth Hunting Program is a partnership between the Texas Wildlife Association and the Texas Parks & Wildlife Department, with the goal of getting more kids participating in wildlife and hunting activities. TYHP was created in 1996, and since inception over 60,000 youth, adults, and Huntmasters have participated! In the 2015-16 season, 190 TYHP hunts were conducted, with almost 2300 youth/adults joining the fun! TYHP is busy scheduling hunts for 2016-17, and expects their biggest year ever. Please see the TYHP website, www.tyhp.org, for the latest information on hunts.

Resources for Your Classroom

I am the North Texas Field Operations Coordinator for TYHP, and would be happy to visit your Outdoor Adventure classes as a guest speaker and provide all the details about hunting opportunities with TYHP. I am also a Hunter Education & Bowhunter Education instructor, an NRA-certified Rifle and Shotgun Instructor, and a USA Archery Level 2 Instructor. If I can be a resource to you in any way in any of these subject areas please let me know; I would be happy to help out. If you have any questions or would like to schedule me please contact me at 214-282-3697 or bbarnette@texas-wildlife.org. This newsletter also includes a TYHP flyer that you can print for your students.

Thanks,

Bob Barnette
Texas Youth Hunting Program



Want to Go Hunting?

The Texas Youth Hunting Program provides Mentored, Introductory Hunting Opportunities!!!

TYHP Overview

- Hunts offered in all parts of Texas
- All game species, exotics, & varmints
- Trained Volunteers run the hunts
- Firearm and Bow Hunts
- Safe, Educational, Affordable and Fun

Requirements for hunting with TYHP

- Age 9 – 17
- Hunter Education Certification
- Valid Texas Hunting License plus applicable Stamps
- Accompaniment by a Parent or Guardian



How Do You Join In?

- Create a Youth Account @ www.tyhp.org
- Check Hunt Schedule on TYHP website
- Apply for Hunts that interest you
- Hunt fee (\$150) due only after you are selected



Contact Us

Website: www.tyhp.org

TYHP Main Office: (800) 460-5494

TYHP North Texas Coordinator:

Bob Barnette (214) 282-3697

bbarnette@texas-wildlife.org



ABOUT SCTP

Scholastic Shooting Sports Foundation

SCTP is for ANY School Across the United States

Letter from Allen High School's Jason Anderson

The Scholastic Shooting Sports Foundation (SSSF) is the 501c3 foundation that currently oversees two shooting programs. These two programs are the Scholastic Action Shooting Program (SASP) and the Scholastic Clay Target Program (SCTP). The SCTP is involved with all clay target disciplines including Trap (ATA), Skeet (NSSA), Sporting Clays (NSCA) and the International Disciplines (USAS) of Intl. Skeet, Olympic Double Trap and International Trap (bunker). Here is a 40 second video clip to introduce you to

SCTP: <http://vimeo.com/107997862>. SCTP is a national program that has a lot to offer teams, coaches, and athletes. **One of the benefits of SCTP membership, and included in the registration fee, is an insurance policy that covers all SCTP registered coaches, athletes, adult volunteers any time they are practicing or competing in any SCTP scheduled event. The insurance carrier is SIAI. Schools and gun clubs can be listed as an "Also Insured" if they have a participating team.** The school or gun club would need to directly contact Leslie Casanova at SIAI and request to be added to the team's insurance coverage at **no additional cost.** This insurance coverage starts when you register and pay your SCTP fees of \$20.00 (per athlete) and \$30.00 (per coach or adult volunteer). We do require every coach and adult volunteer to pass a background check for the safety of our athletes.

Another benefit of SCTP is that scholarships are available for our athletes who are heading off to college. Just last year the SSSF gave over \$60,000 to SCTP/SASP high school seniors heading off to pursue higher education. We also like to acknowledge all the hard work it takes to keep the grades up while competing in the shotgun sports. This is done by sifting through all the nominations and then placing the recipients to the **NRA ALL SCHOLASTIC TEAM.** State, regional, and national clay target championships are another great reason to be involved with SCTP. We provide all the medals and ribbons for every state, regional, and national championship shoot that our members participate in. With teams currently in over 40 states, and close to 13,000 athletes, that's a lot of hardware to hand out! SCTP has also expanded beyond high school to add a collegiate division. The number of colleges and universities participating in SCTP is growing rapidly. Our response to this growth, along with requested feedback from our college coaches, led to the debut of SCTP Fall College Regional in 2014. This event became the SCTP National Collegiate Championship in the fall of 2015.

SCTP works closely with our industry partners to help promote the sport and expose our coaches and athletes to the products and services that our sponsors provide. This has led to special SCTP reduced pricing on guns, ammo, and shooting accessories, many of which are listed on our website. SCTP offers raffle, banquet and club packages for our teams to take advantage of as they look to grow their local programs. We also encourage every team to establish a team endowment account with www.midwayusaoundation.org. In 2015, SSSF/SCTP/SASP deposited over 1

million dollars into SCTP/SASP participating team accounts and will be doing this again in 2016!! We also have NCDS national trainers on staff that are available to help meet the growing need for getting coaches certified (NRA/USAS/CMP Level 1 Shotgun Certification). SCTP distributes "Rangetime", our monthly information packed newsletter, to keep every member up to date on all the news and developments occurring in SCTP

SCTP's SHOT V5 scoring/registration system is available for all of our SCTP teams to use for any SCTP events they would like to host. This includes all of the high schools in SCTP who are now competing in conferences in multiple states. With this system, you have all the tools needed to run an event. Build your shoot by listing the location, date, and fees for the events you will be shooting; set your flights/banks/stations/targets, click the mouse and the system will format your entire event. Then post your event on the SCTP Calendar and open the online registration. Printing squaded scorecards, tracking costs, and posting immediate (real time) scoring results online are just a few of the features this system can do. The SHOT system also has the ability for a coach to simplify and manage their athlete's information and statistics, as well as being able to host a team's website and calendar. **The SHOT system is included at no additional cost with your team's yearly registration.** We do provide several video tutorials to help you learn how to use all these features.

Please take the time to check out our website at www.sssfonline.org . You may want to download the 2015 National Championship brochure and see what we did for the kids. If my math is correct, I believe we gave away nearly 25 guns to the kids and coaches at Nationals in 2015, not to mention all the industry raffle buckets!! Our SCTP National American Championships for 2015 were once again at the World Shooting and Recreation Complex (WSRC) in Sparta, IL (July 13th-18th). SCTP set another growth record in participants and threw over 1,000,000 clay targets in our National events of trap, skeet and sporting clays. Here are a couple of video links from two of our past National Championships at the WSRC in Sparta, IL. <http://vimeo.com/35545884> <http://youtu.be/-C8t7sUPpxw> . These short videos will give you a taste of what we are about (kids, teams, friends, family, and safety)!

SCTP is the official youth program for USA Shooting and once again will be hosting two Junior Olympic Development Camps at the Olympic Training Center (OTC) in 2016. In 2014, through SCTP's partnership with USA Shooting during the SCTP International Championship, 4 USAS National Junior Team positions were awarded to the SCTP winners. In our 2015 International Championship another SCTP athlete shot his way onto the USAS National Junior Team! We are looking forward to our 2016 SCTP International Championship taking place in Colorado Springs, and once again, in partnership with USAS!

****Registering and managing a new team is quick and easy.** To get started head to our website and click on the "New Teams" tab and follow the prompts. If you have any additional questions please don't hesitate to call.

Thanks for checking us out!

Jason Anderson

Allen Outdoor Adventures

Allen Archery Team

Allen Competitive Shooting Team

Allen Fishing Team



Scholastic Clay Target Program

165 Bay Ridge Lane
Burlington, WI 53105
Phone: 262-939-6664
www.sssfonline.com

WHY JOIN THE SCTP?

Hello!

The SCTP is a **National** Youth Clay Target Shooting Program focused on "Team"! There is no room for the win at all cost attitude. Much like football, baseball, basketball and track, we help build school/club teams and conferences across the country and have been doing this since 2001 when it started under the NSSF!

The SSSF or Scholastic Shooting Sports Foundation now implements this program, the largest youth shooting program in the world!

We currently have over 17,000 athletes/coaches across the country participating in our program encompassing 45 states. Our teams are led by certified coaches and we carry a 5 million dollar Liability policy on ALL of our members!

Please see below a partial listing of the opportunities we offer our teams, athletes and coaches!

- ✓ \$5,000,000 Liability Policy that can include the school/club as an "also insured" at no additional cost!
- ✓ COMPLETE Background checks! The SCTP does a comprehensive background check on every coach!
- ✓ Coach Training....many of the SCTP coaches are certified Level I NRA/USAS/CMP Shotgun Coaches
- ✓ Shooting year that runs from September 1st through August 31st.
- ✓ Athletes from 4th & 5th grade through college can participate in our program.
- ✓ State, Regional and 3 National Championships in both American and International disciplines.
- ✓ Competitions in Trap, Skeet, Sporting Clays, International Skeet, Bunker Trap and Olympic Doubles.
- ✓ The SCTP is the "official" youth shooting program to Team USA and USA Shooting.
- ✓ Junior Olympic Development Camps (JODC's)....Athletes stay right at the Olympic Training Center!
- ✓ Team savings accounts with the Midway USA Foundation....and Endowment funds that we deposit.
- ✓ Raffle, New Team Start-Up packages and Banquet packages are available from us helping team's raise funds!
- ✓ Industry sponsored "special" gun prices for SCTP teams and athletes.
- ✓ Industry sponsored "special" ammo prices for SCTP teams and athletes.
- ✓ A comprehensive scoring/registration program available to all coaches & teams at no charge!
- ✓ Your teams very own website included with registration in the SCTP!
- ✓ The SCTP gives out over \$60,000 a year in college scholarships to SCTP athletes graduating from high school.
- ✓ Prizes! Last year alone the SCTP gave out over 30 guns at our national championships in Sparta!
- ✓ Conservation groups like Pheasants Forever and the NWTF help support local teams.
- ✓ And much, much more.....

You can be part of any and all other youth programs, the SCTP does not discriminate!

The SCTP placed 4 of our athletes on the US National Junior Team last year and another 1 this year as a result of the National Competition we host in Colorado Springs, CO. each summer! This is the first time ever that this has happened with any program and we are proud that it was done through ours!

We hope that you and your school or club team will consider being part of the largest youth clay target program in the world, the Scholastic Clay Target Program!

Check out some of our sponsors below..... We welcome you to contact us with any questions you might have!

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We hope that you and your school or club team will consider being part of the largest youth clay target program in the world, the Scholastic Clay Target Program!

Check out some of our sponsors below..... We welcome you to contact us with any questions you might have!

We are at that time of season again.....REGISTRATION TIME!! I have attempted to put together a checklist of basic MUSTS for Head Coaches in hopes that the remainder of the season will run smoothly for all of us...

*** It is our recommendation that your screen resolution be set to 1280 X 720 as a minimum ***

First things first, if you are a returning team you can skip down to step 3

1) NEW TEAMS:

- Go to www.sssfonline.com click here:



- This will bring up this screen. Complete the Team name and State. Select either SCTP or SPP team. Click NEXT.

- Read through the Agreement and Guidelines and click NEXT.

- Now you will register your Head Coach (only one Head Coach per team) – this is the person who will be the main contact for the team. You will need first and Last name, address, Phone, email, and shirt size. This should be the same information as on the **Volunteer Position Registration Form** you send in to SCTP.

- Next you will create a user name and Password. Once that has been completed you will get a list of instructions to proceed with your registration.

- When you proceed, select your TEAM and now you will have access to your account.
- Your head coach will be listed. You can register assistant coaches and adult volunteers by clicking the gray ADD button.
 - Enter their information –
 - Complete the Background Check by selecting [Click for background check](#) in the upper right:

[Click For Background Check](#) Password: scholastic
!! Please disable pop-up blocker for ssfonline.com !!

- Instructions on how to do this follow
- It takes 24 – 48 hours for us to get results back. Please be patient and call us if you still can't gain access as a Head Coach after 72 hours! A Head Coach will NOT have access to the team until the background check has been completed and checked off!
- Enter TEAM information such as but not limited to
 - Home Gun Club
 - Local Newspaper – we help get stories about the program and your team to your local newspaper for you
- Have additional Coaches, Adult Volunteers, and Athletes (parents) fill out the forms specific to them!
 - Coaches – Adult Volunteer Form
 - Athletes – Athlete Consent Waiver, Medical Consent & Sportsmanship Contract
 - Make copies of Athlete Consent Waiver for YOUR records
 - Mail Athlete Consent Waiver ONLY to the National Office: keep Medical Consent & Sportsmanship Contract for your records
- Enter ATHLETES and additional COACHES (this can be done at a later date)
 - Name, Address, Phone, EMAIL – if we need to contact the athlete for any reason we MUST have an email. We are looking for the parents email not necessarily the athletes. Many scholarship and JODC camp applicants were overlooked because we had no way to contact them!!
 - Grade they were in as of Sept 1st of the current shooting season
 - Shirt size – this is what we use to order shirts for Nationals and other events, not having this information available can get quite costly!!!
 - Classification (Varsity, JV, etc.) – if you don't know refer to page 7 in the SCTP handbook! It doesn't go by ability it goes by grade level and years in the SCTP.
 - Discipline - **NOTE, I suggest that in the SHOT system, the coach checks ALL shotgun sports for their athletes even if they are primarily ONLY Trap or Skeet or Clay shooters...If you attend a shoot and the opportunity to try another discipline is available and the athlete is not checked off to participate in that discipline, it is VERY time consuming...When squading an athlete, if you are trying to squad for 5 stand for example because it's an extra side event at a shoot, and that athlete is not checked. You have to get out of the competition squading screen, go into the athletes individual profile page, check off the 5 stand box, go back to the competition squading screen, find which squad you were trying to enter them on to and then squad them....this takes approx. 2 mins. of time ~ now multiply that by 20+ athletes sometimes more and you can see the additional time added to the registration process!
 - Enter ATA, USA Shooting, NSSA, and NSCA numbers for all athletes who are registered with one, some, or all of these NGB's (National Governing Bodies).

2) Adding a Coach (or Athlete) On the lower Left Hand Side select the appropriate tab

- At the top you'll see a +Add tab, click that and this will bring you to the screen where you can enter in all of the information. The information coincides with the forms that they filled out.
 - For Coaches – just above their name you'll see a link that says "Click to send Background instructions to Coach" When you click that, it is intended that an automated email will pop up and you can just hit send. All directions and such will then be sent to the Coach on

- It takes 24 – 48 hours for us to get results back. Please be patient and call us if you still can't gain access as a Head Coach after 72 hours!

4) To Pay; Click on the ADMINISTRATION tab on the left, then FEES tab on the upper left

- Select those that you are intending to pay for.

- Junior Shooter Magazine is an option for your athletes – this is a magazine about all shooting sports and is written for kids by kids!

- There is NO additional paperwork for the ATA the rest is taken care of between the National Office of the ATA and SCTP. A card will automatically get sent to the athlete at their home. It is VERY important to make sure ALL fields are filled out properly to help expedite the ATA membership processing!

- Once you have all boxes checked off, proceed to the top Right and you will see a PAY NOW button, this will bring you to the page where you can enter all of the credit card information. Once the payment is processed you will see a Date Stamp next to the names of who was paid and an empty box next to those who have not been paid for!

- If you need to pay by check: Send a list of which athletes/coaches you are paying for along with payment. The checked boxes will not stay checked until Payment has been received and designated for those particular athletes and coaches.

- Payments should be made as close to the start of actual practices as possible. Payment is what confirms your registration and therefore activates your insurance with the SCTP.

