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**COUNTY OF LOS ANGELES
FISH AND GAME COMMISSION**

<http://fishandgame.lacountycommissions.info/>

Kenneth Hahn Hall of Administration
500 West Temple Street, B-50, Los Angeles, CA 90012
(213) 974-1431 Fax (213) 633-5102
To enrich lives through effective and caring service

May 12, 2015

The Honorable Board of Supervisors
County of Los Angeles
383 Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, California 90012

Dear Supervisors:

ADOPTED

BOARD OF SUPERVISORS
COUNTY OF LOS ANGELES

19 May 12, 2015


PATRICK OZAWA
ACTING EXECUTIVE OFFICER

**FISH AND GAME PROPAGATION FUND GRANT AWARDS
(FIFTH SUPERVISORIAL DISTRICT)
(3-VOTES)**

SUBJECT

Recommend approval to award grant funds from the Fish and Game Commission Propagation fund to the "Teaching the Teacher II" Program offered by the Hunter Education Instructor Association of Southern California in cooperation with the California Department of Fish and Wildlife (CDFW) Hunter Education Program.

IT IS RECOMMENDED THAT THE BOARD:

Approve the Fish and Game Propagation Fund Grant request from the Hunter Education Instructor Association of Southern California, Inc. (HEIA-SC), in the amount of \$500 to fund the "Teaching the Teacher II" Program.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

At its meeting held on January 8, 2015, the Los Angeles County Fish and Game Commission approved a grant request in the amount of \$500 to the HEIA-SC to offer HEIA-SC Instructors an opportunity to get out of the classroom and practice their craft through a "hands on" teaching opportunity called "Teaching the Teacher II" (Program).

The HEIA-SC, a non-profit corporation created for charitable and educational purposes, operates under the guidelines of the California Department of Fish and Wildlife to provide and improve upon the State mandated certificate training program for safe, responsible and knowledgeable hunters. Currently, the HEIA-SC annually supports the Hunter Education Instructor Conference, conducts all

Advanced Hunter Education Programs and is one of the leading groups that volunteer for the State Upland Game Apprentice Hunt Program.

The objective of this training program is to provide instructors the practical experience in the field on the subjects they teach in class. The outlined instruction for the Program will incorporate experience from the CDFW's Upland Game - Apprentice Hunter Education Pheasant Hunts Program and instructors will go on to be field mentors in the CDFW Apprentice Junior Pheasant Hunt Program in Southern California.

Since 1952, the Commission continues to support activities and projects that promote education and the best methods for the propagation and protection of fish and game in the State of California and the Los Angeles County. The HEIA-SC "Teaching the Teacher II" program supports this endeavor.

Implementation of Strategic Plan Goals

The provision of funding for this event is consistent with the County's Strategic Plan Goal No. 1 and 3 (Operational Effectiveness & Integrated Services Delivery). In addition to enhancing the community's knowledge and understanding of conservation and the propagation of fish and game, the event will provide a safe and healthy environment increasing accessibility to County cultural, recreational and lifelong learning facilities and programs.

FISCAL IMPACT/FINANCING

There is no impact to the General Fund. The approved expenditure will be charged to the Fish and Game Propagation Fund, which has sufficient funds to cover the cost. The Los Angeles County Fish and Game Propagation Fund is financed from a percentage of penalty assessments collected relating to fish and game code violations in Los Angeles County.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

Section 13100 et seq. of the Fish and Game Code establishes guidelines for the expenditure of fines levied for fish and game code violations. It includes enhancing fish and game activities including protection, conservation, propagation, and preservation of fish and wildlife.

IMPACT ON CURRENT SERVICES (OR PROJECTS)

This Board action enhances the education, conservation and the propagation of fish and game thus benefiting Los Angeles County and the State of California.

The Honorable Board of Supervisors

5/12/2015

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Respectfully submitted,

A handwritten signature in dark ink, appearing to read "John H. Hybarger". The signature is fluid and cursive, with the first name "John" being the most prominent.

JOHN H. HYBARGER

Chairman

JH:bf

Enclosures

c: Acting Executive Officer, Board of Supervisor
Interim Chief Executive Officer

OFFICERS
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COUNTY OF LOS ANGELES FISH AND GAME COMMISSION

LOS ANGELES COUNTY FISH AND GAME COMMISSION INFORMATION FOR GRANT APPLICANTS

THE COMMISSION

The Los Angeles County Fish and Game Commission is an advisory body for the Los Angeles County Board of Supervisors and the Fish and Game Warden regarding the propagation and protection of fish and game in Los Angeles County and the State of California. It was created by authority of a resolution adopted February 26, 1952 under Chapter 3.26 and Chapter 6.44 of the [Los Angeles County Code](#). The Commission administers and makes recommendations for the disbursement of funds received from fines for violations of the Fish and Game Code within the County of Los Angeles. Grant making is based on the availability of funds, geographical and categorical considerations and a thorough evaluation of the information provided by applicants. The Commission meets quarterly, but grant applications may be submitted at any time.

POLICY AND OBJECTIVES

The policy of the Los Angeles County Fish and Game Commission is to encourage the conservation and maintenance of wildlife resources in conjunction with Sections [1801](#) and [13103](#) of the California Fish and Game Code. This policy includes the following objectives:

- To enhance Fish and Game activities including propagation, protection and restoration
- To support Fish and Wildlife projects
- To further Research and Education in areas related to Fish and Wildlife

APPLICATION SUBMISSION REQUIREMENTS

Non-profit organizations with an IRS 501 (c) (3) tax-exempt status or a purpose consistent with the definition of 501 (c) (3) status are eligible to apply.

Project/Program Must Clearly Qualify For Funding [Under Section 13103 of the California Fish and Game Code](#) - (Please Refer to Attachment A). Projects funded under this Section must be expended for the propagation and conservation of fish and game within or outside the County.

Completed applications must be submitted via e-mail to Fish&Game@bos.lacounty.gov or to the following address:

LOS ANGELES COUNTY FISH AND GAME COMMISSION
500 WEST TEMPLE STREET, ROOM B-50
LOS ANGELES, CALIFORNIA 90012

Supervisory District representatives, County Department and/or Organization must attend and make a presentation at the Commission meeting, as notified, in order to have their grant application considered.

APPLICATION EVALUATION CRITERIA

Applications must include all of the information and materials requested on the attached Grant application for consideration by the Commission. If additional space is required, please use 8½ x11 paper.

Revised 09/19/11

* * *

LOS ANGELES COUNTY FISH AND GAME COMMISSION

GRANT APPLICATION TITLE PAGE

TITLE OF PROJECT/PROGRAM	<u>"Teaching the Teacher II"</u>		
SUPERVISORIAL DISTRICT	<u>Fifth District</u>		
SUPERVISORIAL DISTRICT CONTACT	<u>James Etter</u>		
SUPERVISORIAL DISTRICT PLANNING DEPUTY	<u>N/A</u>		
TELEPHONE NUMBER(S)	<u>N/A</u>		
DEPARTMENT/ORGANIZATION	<u>Hunter Education Instructor Association of Southern California, Inc.</u>		
	<u>[As it appears on (501) (c) (3) IRS Letter] (If applicable)</u>		
ADDRESS	<u>PO Box 802738</u>		
CITY	<u>Santa Clarita</u>	STATE	<u>Ca</u> ZIP CODE <u>91380</u>
TELEPHONE NUMBER	<u>(661) 297-0876</u>	FAX NUMBER	<u>(661) 297-0876</u>
AMOUNT REQUESTED	<u>\$ 500.00</u>		
AUDITED TOTAL INCOME	<u>\$ 14,507.00</u>	AUDITED TOTAL EXPENSES	<u>\$ 6837.00</u>
FOR FISCAL YEAR BEGINNING	<u>1/2014</u>	AND ENDING	<u>12/2014</u>
	<u>01/05/2015</u>		
SUPERVISOR SIGNATURE	<u>DATE</u>		

Note: Please complete this title page and attach all grant application materials prior to submission. If you have any question you may contact the Fish and Game Commission staff at (213) 974-1431.

For all areas that are not applicable, please indicate N/A in area.

One Page Project Summary

The Hunter Education Instructor Association of Southern California (the governing association for the eight counties of Southern California) in cooperation with the CA Dept. of Fish & Wildlife Hunter Education Program would like to offer to Hunter Education Instructors an opportunity to get out of the classroom and practice their craft by a "hands on" teaching opportunity called "Teaching the Teacher" program.

This program would give Instructors the practical experience in the field on the subjects they teach in class. The outlined instruction comes from actual experience from the CDFW's Upland Game – Apprentice Hunter Education Pheasant Hunts Program.

Instructors will go on to be "field mentors" in the CDFW Apprentice Junior Pheasant Hunt Programs in Southern California.

Grant Application
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Background on Applicant:

Purpose and goals:

Hunter Education Instructor Association of Southern California, Inc. (HEIA-SC) is a non profit corporation, operated for charitable and educational purposes, which operates under the guidelines of the California Department of Fish & Wildlife to provide and improve upon the state mandated certificate training program for safe, responsible and knowledgeable hunters. Secondly, to recruit quality hunter education instructors; provide initial, ongoing and advanced training programs for the hunter education instructors, provide training aids and resources, encourage safe and responsible archery and all shooting sports. Finally, to promote hunting opportunities and encourage hunter retention; act as liaisons with biologists and wildlife management programs; and solicit contributions in support of the Hunter Education Instructor Association of Southern California (HEIA-SC) objectives.

Brief summary of current activities:

HEIA-SC currently is the CA Department of Fish & Wildlife's liaison to all Hunter Education in Southern California. HEIA-SC annually supports the Hunter Education Instructor Conferences, conducts all Advanced Hunter Education Programs and is one of the leading groups that volunteer for the States Upland Game Apprentice Hunt Program.

Geographic area served:

HEIA-SC governs the (8) eight counties of the CA Department of Fish & Wildlife's regions 5 & 6. These would be Los Angeles, Ventura, Santa Barbera, Orange, Riverside, San Bernardino, Imperial and San Diego counties.

Grant Application
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Major sources and dollar amounts of corporate, foundation and government support during current and past fiscal year:

In fiscal year 2014, \$ 8807.00 came from direct fund-raising efforts, \$ 4,826.00 came from Advance Hunter Education Classes, \$ 910.00 from Membership Dues.

History of all grants received from the Los Angeles County Fish and Game Commission:

The Hunter Education Instructor Association Of Southern California, Inc received a Grant from the Los Angeles County Fish & Game Commission in the 2013 for Teaching The Teacher #1. A \$ 1000.00 was received, which \$ 695.00 of unspent funds were returned.

Project Information

Statement of justification of need:

The need for the requested grant is to fund for supplies for Advanced Hunter Education Instructor Training. This training is not funded by Pittman-Robertson funds from the US Fish & Wildlife Service or the California Department of Fish & Wildlife Hunter Education Program.

Statement of purpose and goals:

The purpose of this advanced training is to expand the knowledge of our Hunter Education Instructors by giving them a "hands on" experience in the field. This training will allow the Instructor to get out of the classroom and into the field to teach hunter education principles in a real life setting. The dynamics of real hunters, Bows, Arrows, weather and terrain will create the real challenge for the "would be Instructor".

Our goal is to make our Instructors more "field smart", rather than a book smart, which they will then be able to pass on to their students.

Action plan to meet objectives:

A syllabus will be create for the Instructor prior to the training exercise. The syllabus will cover from the moment the Junior Hunters arrive to the training site to the time that they leave. Instructors will cover the aspects of the proper clothing, proper credentials (licenses, tags, permits, etc.), ample water and food, proper Bow types & Arrows, humane techniques to dispatch wounded game and game cleaning demonstration.

The Instructor will have a meeting with the hunters to explain the "game plan" while out in the field. The instructor will explain to the hunters when it's safe to load their bows and stress the principles of bow hunting safety.

The idea is about Safety & Sportsmanship and it's not about just getting the game.

After the Instructor has role played his part, Hunters (instructors) will trade places and training will being again.

Statement of how the objectives advance the propagation and protection of fish and wildlife:

The objectives of this training is to give our Instructors the proper tools to teach the State mandated Hunter Education Course with the knowledge of proper hunting techniques, Ethics, Skills and Sportsmanship. This will translate to the student a better appreciation for our natural resources without wasting them. Hunter ethics will be reenforced throughout the training and that hunting is not "Just Getting the Game", but reminding our instructors that hunting is a privilege, and not a right.

Project budget and timetable:

Resources. Training counselors are volunteers from HEIA-SC.

Expendables needed are: Two (2) Porta-Potties (\$ 350.00 total), Misc. Flyers / Advertisement & Rental Hall (\$ 150.00).

TOTAL \$ 500.00

Sources of other support for project:

HEIA-SC will make up any short fall that the project might incur.

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Current status of project:

Project Approved by CDFW - Hunter Education Instructor Program

Project Location (Peace Valley / Gorman) Approved by - California State Parks - Hungry Valley

Volunteer Training Counselors Approved by CDFW Hunter Education Program and HEIA-SC

Project Status: HOLD pending funding

Cash flow analysis of the expenditure of project funds:

Cost of Porta Potties are fixed

Flyer & Advertisement are fixed

Cost of Campground - www.recreation.gov

Cost of Rental Hall - Hungry Valley

Proposed method of evaluating results:

Every year students send in their comments into the Dept. of Fish & Wildlife about a wonderful experience they had at one of these hunts. We hope that we would see more comment from Instructors about how this teaching experience gave them a better understanding about the dynamics of all the things that can happen in the field. And that those experiences can not be taught out of the book.

Plans for funding on-going project (if applicable):

We would hope that this program becomes the standard training model for all CDFW Hunter Education Programs,
Region 1 through 6. The next project is targeted in the San Diego area at Rancho Jamul and then next to Riverside county.

The powers that be in Sacramento are watching us to see how this program is excepted. They have asked already whether or not this program can be successfully conducted in Regions 1 though 4 as well.

Please Attach the Following Supporting Documents, if applicable:

- Copy of the Latest IRS Determination Letter of Tax Exempt Status under Section 501(c) (3)
- Organization's Most Recent Audited Financial Statement
- Organization Most Recent IRS Form 990

ATTACHMENT A

CALIFORNIA FISH AND GAME CODE

§ 13103. Expenditures from fish and wildlife propagation fund; purposes

Expenditures from the fish and wildlife propagation fund of any county may be made only for the following purposes:

- (a) Public education relating to the scientific principles of fish and wildlife conservation, consisting of supervised formal instruction carried out pursuant to a planned curriculum and aids to education such as literature, audio and video recordings, training models, and nature study facilities.
- (b) Temporary emergency treatment and care of injured or orphaned wildlife.
- (c) Temporary treatment and care of wildlife confiscated by the department as evidence.
- (d) Breeding, raising, purchasing, or releasing fish or wildlife which are to be released upon approval of the department pursuant to Sections 6400 and 6401 onto land or into waters of local, state or federal agencies or onto land or into waters open to the public.
- (e) Improvement of fish and wildlife habitat, including, but not limited to, construction of fish screens, weirs, and ladders; drainage or other watershed improvements; gravel and rock removal or placement; construction of irrigation and water distribution systems; earthwork and grading fencing; planting trees and other vegetation management; and removal of barriers to the migration of fish and wildlife.
- (f) Construction, maintenance, and operation of public hatchery facilities.
- (g) Purchase and maintain materials, supplies, or equipment for either the department's ownership and use or the department's use in the normal performance of the department's responsibilities.
- (h) Predator control actions for the benefit of fish or wildlife following certification in writing by the department that the proposed actions will significantly benefit a particular wildlife species.
- (i) Scientific fish and wildlife research conducted by institutions of higher learning, qualified researchers, or governmental agencies, if approved by the department.

- (j) Reasonable administrative costs, excluding the costs of audits required by Section 13104, for secretarial service, travel, and postage by the county fish and wildlife commission when authorized by the county board of supervisors. For purposes of this subdivision, "reasonable cost" means an amount which does not exceed 3 percent of the average amount received by the fund during the previous three-year period, or three thousand dollars (\$3,000) annually, whichever is greater, excluding any funds carried over from a previous fiscal year.
- (k) Contributions to a secret witness program for the purpose of facilitating enforcement of this code and regulations adopted pursuant to this code.
- (l) Cost incurred by the district attorney or city attorney in investigating and prosecuting civil and criminal actions for violations of this code, as approved by the department.
- (m) Other expenditures, approved by the department, for the purpose of protecting, conserving, propagating, and preserving fish and wildlife.

(Amended by Stats.1990, c 764 (A.B. 4039), § 3; Stats.1991, c. 561 (A.B.722), § 2.)



STATE OF CALIFORNIA
FRANCHISE TAX BOARD
PO BOX 1286
RANCHO CORDOVA CA 95741-1286

In reply refer to
755:AFF:ARJ

October 12, 2011

HUNTER EDUCATION INSTRUCTOR'S ASSOCIATION OF SOUTHERN CALIFORNIA INC
DEREK FONG
PO BOX 802738
ASSOC OF SOUTHERN CA INC
SANTA CLARITA CA 91380-2738

Purpose : EDUCATIONAL
Code Section : 23701d
Form of Organization : Corporation
Accounting Period Ending: December 31
Organization Number : 3200492

EXEMPT ACKNOWLEDGEMENT LETTER

We have received your federal determination letter that shows tax exemption under Internal Revenue Code (IRC) Section 501(c)(3). Under California law, Revenue and Taxation Code (R&TC) Section 23701d(c)(1) provides that an organization is exempt from taxes imposed under Part 11 upon submission of the federal determination letter approving the organization's tax-exempt status.

The effective date of your organization's California tax-exempt status is 02/05/2009.

To retain tax-exempt status, the organization must be organized and operating for nonprofit purposes within the provisions of the above R&TC section. An inactive organization is not entitled to tax-exempt status.

In order for us to determine any effect on the tax-exempt status, the organization must immediately report to us any change in:

- * Operation
- * Character
- * Purpose

October 12, 2011

HUNTER EDUCATION INSTRUCTOR'S ASSOCIATION OF SOUTHERN CALIFORNIA ,INC
ENTITY ID : 3200492

Page 2

* Name

* Address

For filing requirements, get Pub. 1068, Exempt Organizations - Filing Requirements and Filing Fees. Go to ftb.ca.gov and search for 1068.

This exemption is for state franchise or income tax purposes only.
For information regarding sales tax exemption, contact the State Board of Equalization at 800.400.7115, or go to their website at boe.ca.gov.

A JENKINS
EXEMPT ORGANIZATIONS
BUSINESS ENTITIES SECTION
TELEPHONE 916.845.4605
FAX NUMBER 916.845.9029

RTF:

Information copy. Do not send to IRS.

Form **990-N**
Department of the Treasury
Internal Revenue Service

Electronic Notice (e-Postcard)
for Tax-Exempt Organizations not Required To File Form 990
or 990-EZ

OMB No. 1545-
2085

2013

**Open to Public
Inspection**

A For the 2013 calendar year, or tax year beginning 1/1/2013, and ending 12/31/2013.

B Check if applicable



Terminated, Out of
Business



Gross receipts are normally
\$50,000 or less

C Name of organization: HUNTER EDUCATION INSTRUCTIONS
ASSOC OF SOUTHERN CALIFORNIA
d/b/a:

% Derek Fong
PO Box 802738
Santa Clarita, CA, US, 91380-2738

D Employer
Identification
Number
91-2112019

E

Website: www.socalheia.com

F Name of Principal Officer: Derek Fong

PO Box 802738
Santa Clarita, CA, US, 91380-2738

Privacy Act and Paperwork Reduction Act Notice. We ask for the information on this form to carry out the Internal Revenue laws of the United States. You are required to give us the information. We need it to ensure that you are complying with these laws.

The organization is not required to provide the information requested on a form that is subject to the Paperwork Reduction Act unless the form displays a valid OMB control number. Books or records relating to a form or its instructions must be retained as long as their contents may become material in the administration of any Internal Revenue law. The rules governing the confidentiality of the Form 990-N is covered in Code section 6104.

The time needed to complete and file this form and related schedules will vary depending on individual circumstances. The estimated average times is 15 minutes.

Note: This image is provided for your records only. Do NOT mail this page to the IRS. The IRS will not accept this filing via paper. You must file your Form 990-N (e-Postcard) electronically.

This Form 990-N (e-Postcard) was accepted by the IRS on 2/18/2014.