



## **ARIZONA GAME AND FISH DEPARTMENT**

### **Local Sportsmen's Group Grant Information & Instructions Packet Fiscal Year 2021 (July 1, 2020 - June 30, 2021)**



# Deadline to Apply

**SUNDAY, JUNE 21, 2020 by 11:59 pm (MST)**

Online applications must be completed, including supporting documentation.

**Submit applications ONLINE:**  
**<https://forms.gle/tVpcdXjoY3vVAaMU8>**  
**Link available at: [www.azgfd.gov/LSG](http://www.azgfd.gov/LSG)**

Questions:  
Doug Burt, AZGFD  
Hunting and Shooting Sports Program Manager  
[dburt@azgfd.gov](mailto:dburt@azgfd.gov), or (623) 236-7487

## Table of Contents

<b>General Information</b>	<b>Page</b>
Introduction, eligibility, requirements & limitations, how to apply, deadline & submission, questions, timeline	3-4
<b>Grant Details</b>	
Funding Window and Scoring Criteria	5-6
<b>Application Information &amp; Forms</b>	
Grant Application Form Instructions	7
Grant Application Form	8-13
<b>Supporting Materials</b>	
Glossary of Terms	14-16
State of Arizona Insurance Requirements	17

The Arizona Game and Fish Department (AGFD) prohibits discrimination on the basis of race, color, sex, national origin, age, or disability in its programs and activities. If anyone believes that they have been discriminated against in any of the AGFD's programs or activities, including employment practices, they may file a complaint with the Deputy Director, 5000 W. Carefree Highway, Phoenix, AZ 85086-5000, (602) 942-3000, or with the Fish and Wildlife Service, 4040 N. Fairfax Dr. Ste. 130, Arlington, VA 22203. Persons with a disability may request a reasonable accommodation or this document in an alternative format by contacting the Deputy Director, 5000 W. Carefree Highway, Phoenix, Arizona 85086, (602) 942-3000.

## INTRODUCTION

The Arizona Game and Fish Commission (Commission) created the annual Local Sportsmen's Group (LSG) Grants Program in 2007 to assist and support local sportsmen's groups dedicated to wildlife conservation. Through this program, local sportsmen's groups and the Arizona Game and Fish Department (Department) are working together to preserve traditional outdoor recreational activities and continue the current funding model for wildlife management and conservation through the North American Model of Wildlife Conservation (NAMWC), which is primarily funded by the sale of licenses and tags in Arizona and nationally. The program is a response to declines in hunting, angling, trapping, and shooting participation nationally.

The LSG Grant program is an element of the Department's strategy for addressing recruitment, retention, reactivation (R3) and preserving these traditions (hunting, angling, shooting, & trapping – HAST). Local sportsmen's groups have played a meaningful role in wildlife conservation, including their role in eliminating market hunting (self-regulation) at the end of the 19<sup>th</sup> Century, and in the 1930s for dedicated funding from Congress for research and wildlife management programs for state wildlife agencies through the Wildlife and Sport Fish Restoration Act.

There is no cost to Arizona taxpayers for this grant program. The Arizona Game and Fish Department does not receive any of the state's general funds, and operates on a user-pay, public-benefit model. The Local Sportsmen's Group Grant Program is funded from the sale of licenses and is an investment in the continuance of wildlife conservation efforts and outdoor recreation participation in the state of Arizona.

## ELIGIBILITY

To be eligible for the Local Sportsmen's Group Grants applicants must meet the following requirements. Applications that do not meet these criteria will be rejected.

1. Be a not-for-profit, non-commercial, local, Arizona-based, or Arizona-chapter of national sportsmen's / outdoor development group / organizations
2. The project must meet the current Funding Window
3. The project must be related to hunter, angler, shooter, trapper, recruitment, retention, reactivation – with relation to the annual Funding Window
4. The project must be conducted in Arizona and focus on Arizona's public
5. **NEW!** The project must register participants using the Department's free online registration system
6. The project must be completed before **June 30, 2021**
7. The applicant must register with Arizona Procurement Portal (APP) at <https://app.az.gov/>
8. The applicant must obtain, and submit a certificate of general liability insurance coverage **including sexual abuse and molestation insurance (S.A.M.I.)** to the Department **prior to signing** the grant agreement to receive funding

## REQUIREMENTS AND LIMITATIONS

1. The Arizona Legislature and the Commission will determine how much money is available each year; **\$75,000 is anticipated for FY 2021.**
2. If the Arizona Legislature or Commission do not approve the LSG grant in a given year, no LSG grants will be awarded, even if applications were submitted in advance.
3. Applications are scored by a panel of at least three Department employees; with each employee submitting a separate score sheet.
4. The Director of the Arizona Game and Fish Department determines final grant awards.
5. Applicants who do not receive funding in one grant cycle may re-apply in another year.
6. All agreements must comply with the laws and regulations governing the Commission.
7. Applicants may apply for a single or multiple grants project. More than one grant may be awarded to an applicant; each project must be a stand-alone project, submitted on a stand-alone application per project.

8. Projects must be open to the public and take place in Arizona.
9. Projects must be completed before **June 30, 2021**.
10. Applicants must not have any unfinished LSG grant project(s) with the Department. Applicants that have defaulted on previous grants are not eligible; unless the default was by agreement between the Department and the applicant. An applicant may be found ineligible if it had past performance issue(s) (e.g., violated the grant agreement terms within the past two years).
11. Although a match of dollars or in-kind labor is not a requirement, it is considered a positive asset during the evaluation and scoring process.
12. The Department may partially fund project(s), as indicated by applicant's application, at its discretion.
13. Transfer of 90% of the awarded funds will be issued after the signing of the contract, the final 10% will be transferred at the close of the project, unless both parties agree that all project costs must be expended at the beginning of the project period.
14. The State of Arizona requires proof of insurance coverage, including sexual abuse and molestation insurance (S.A.M.I.) valid during the scope of the project. Successful grant applicants must submit a certificate of insurance to the Department.

### **HOW TO APPLY**

Applications are being collected digitally with an online form for ease for applicants and administration. Instructions and information are contained in this packet. If an applicant does not have access to a computer or internet a request for a waiver for a paper application must be submitted and approved by the administrator. Requests can be made by calling (623) 236-7487, deadlines will be the same for paper request submissions.

### **DEADLINE & SUBMISSION**

Completed grant applications, including any supporting documentation, must be received by **Tuesday, June 21, 2020 by 11:59 p.m. (MST)**

### **QUESTIONS**

Questions about the Local Sportsmen's Group grant program can be found by visiting [www.azgfd.com/LSG](http://www.azgfd.com/LSG), or contacting the Local Sportsmen's Group Grants Administrator, Doug Burt at [dburt@azgfd.gov](mailto:dburt@azgfd.gov), or (623) 236-7487.

### **TIMELINE**

- **May 1, 2020**: Announcement of applications being accepted for Local Sportsmen's Group grants.
- **June 21, 2020** by 11:59 p.m. (MST): Application submission deadline, postmarks do not count.
- **June 22 – July 16, 2020**: Internal scoring, evaluations, review, recommendations and approvals.
- **July 20, 2020**: Anticipated date grant awardees will be announced publicly.
- Funds will be available approximately 2-3 weeks **after receipt of** signed agreement by both parties (earliest estimate is **Aug. 1, 2020**), proof of required insurance valid during the event, and an invoice for the grant amount is provided.
- **June 30, 2021** – Projects and reports completed, or sooner to apply for **FY2022** LSG grant cycle.

## FY 2021 FUNDING WINDOW for LOCAL SPORTSMEN'S GROUP GRANTS

The specific funding window(s) focus for the Local Sportsmen's Group Grants program can change each fiscal year. The 2021 fiscal year grant cycle FUNDING WINDOW is:

### **"Hunter or Angler Development and Retention through Progressive Skills Programs"**

Priority will be placed on projects that align with Event Types 2, 3, 4, and 5 that involve the pursuit, or harvest of fish or wildlife with a license / tag – AND – are designed for and target participants who have the appropriate experience and skills relevant to the event

#### **Examples of eligible projects include:**

Hands-on, mentored hunting / fishing event types 2, 3, 4, or 5 (see glossary) for participants who have been recently introduced to the basics of shooting sports, or early awareness to hunting and fishing depending on event type. Events that meet the funding window objective will provide field instruction on pursuit, harvest of game / fish, preparation for consumption, and elements of safety, conservation, wildlife, and lessons on becoming skilled in these arenas AND includes some process that actively aides in the participant recruitment process identifying skill level and alignment to the projects focus. All projects actively engage past participants to a "Next Step" successional program in an effort to move them to "Continuation without Support" phase of the Adoption Sequence (i.e.: thank you email, newsletter for participants, calendar of events, link back to other R3 networks, etc.)

Examples of hands-on events / programs include: hunting (small game, migratory birds, predators, big game), trapping, fishing (stream, lakes, and urban waters), and other activities.

Grants dollars **cannot** be used for activities such as, but not limited to: purchasing licenses, tags, stamps or regulatory permits, banquets, raffle prizes; gifts; \*hunting contests or competitions; and for-profit projects.

\* "Contest" means, "a competition among participants where participants must register or record entry and pay a fee and prizes or cash are awarded to winning or successful participants."

All programs must be open to the public. Applicants must meet all state and federal laws and rules. All participants must be properly licensed and stamped for the activity when required.

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## SCORING CRITERIA – Local Sportsmen’s Group Grant Program **FY 2021**

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Applications are scored by a panel of at least three Department employees; with each employee submitting a separate score sheet. Points are awarded according to how well the proposed project meets scoring criteria, 100 points is the highest possible. Scores and selections are reviewed. Grants are approved by the Director.

**1) PROJECT MEETS FUNDING WINDOW GOALS = 20 POINTS**

- a) involves pursuit / harvest wildlife or fish and meets event type 2, 3, 4, or 5
- b) provides mentored field experience
- c) requires a license, permit or tag
- d) method to evaluate participants skills, experience and social support system for target audience
- e) project requires registration and uses the Department’s Online Registration System for collecting participant information, customer tracking, providing “next steps” and evaluation

**2) FEASIBILITY OF PROJECT = 20 POINTS**

- a) scope of work, type of mentored event, ability to meet objective and LSG window
- b) scale / reach of project, number of participants / attendees, success rates, activities
- c) staff, volunteers, mentors, partners, equipment, resources and capacity
- d) knowledge, skills and experience in running mentored R3 projects
- e) ability / method to screen participants that have some experience, little to some social support / hunting background

**3) ADDITIONAL PROJECT ELEMENTS = 20 POINTS**

- a) ratio of mentors to participants as appropriate by event type
- b) activities related to the skill development: harvest care, preparation & consumption, seminars, habitat, ecology / biology, safety, survival, rules / regulations training, etc.
- c) activities for involvement of family members and other “guest” attendees offered, i.e.: binoculars, fishing, archery, etc.
- d) project supports tracking and reporting of volunteer hours
- e) provides a “Next Step” through the HAHWG / Outdoor Skills Network or other successional program to move the participant to the “Continuation without Support” phase of the Adoption Sequence

**4) PARTNERSHIPS / RESOURCES = 20 PTS**

- a) number of partners involved in project
- b) roles and capacity of partners in project
- c) partners ability to connect or be connected with participants to next steps
- d) resources provided by partners
- e) outreach, communication, social media strengths of partner – pre and post project

**5) PUBLIC BENEFIT OF PROJECT TO ARIZONA = 10 POINTS**

- a) instills / conveys values of wildlife and Arizona's natural resources
- b) instills wildlife conservation, ethical sportsmanship, stewardship, and safety
- c) instills the public trust of wildlife and other elements of the North American Model of Wildlife Conservation
- d) teaches values of active wildlife management through respectable and legal use of wildlife resources
- e) conveys the social and health benefits of recreational activities and wildlife

**6) FINANCIAL / APPLICANT NEED = 10 POINTS**

- a) applicant's mission supports wildlife, conservation, and management and the North American Model of Wildlife Conservation
- b) applicants abilities for funding resources, banquets, membership, fundraising
- c) amount of funding requested related to scope and reach of project
- d) match or of other funding sources, labor and / or equipment towards project
- e) project partners support

**100 POINTS TOTAL POSSIBLE  
END SCORING**

## APPLICATION INSTRUCTIONS

1. Please answer every question / areas that is applicable to your group's proposed project.
2. Please email attachments of supporting documents if necessary.
3. If you have any questions about completing this application, please contact the Grants Administrator at [dburt@azgfd.gov](mailto:dburt@azgfd.gov), or (623) 236-7487.

### **INSTRUCTIONS:**

1. COVER PAGE
  - a. Project title that will be used throughout the project reference
  - b. Start and end dates of project
  - c. Estimated number of primary participants and number of attendance
  - d. Total grant funds requested
  - e. Check yes or no regarding partial funding
  - f. Provided three to five sentences describing the project outline related to the funding window.
  - g. Group or organizations full name
  - h. Contact information
2. (1) PROJECT FUNDING WINDOW PAGE
  - a. Provide a detailed narrative of the proposed project AND timeline of activities. Be certain to consider elements identified in the scoring section and questions to consider.
3. (2) FEASIBILITY OF PROJECT CRITERIA
  - a. Provide a description of the key elements of the project and how they will be implemented and accomplished. Be certain to consider elements identified in the scoring section and questions to consider.
4. (3) ADDITIONAL PROJECT ELEMENTS CRITERIA
  - a. Provide those supplemental elements to the project that support(s) or add(s) to the primary purpose of the project. Be certain to consider elements identified in the scoring section and questions to consider.
5. (4) PARTNERSHIPS / RESOURCES CRITERIA
  - a. Provide a list of names of partners, partnering groups and organizations, and their roles and capacity for the project. Be certain to consider elements identified in the scoring section and questions to consider.
6. (5) PUBLIC BENEFIT OF PROJECT TO ARIZONA
  - a. Detail the public benefit / purpose served by the project. Be certain to consider elements identified in the scoring section and questions to consider.
7. (6) FINANCIAL / APPLICANT NEED
  - a. Provide a budget sheet, cost list, itemization of cost of the project, including grant dollars, match dollars and other funding sources for the total of the project. Be certain to consider elements identified in the scoring section and questions to consider.
8. OTHER
  - a. Attach or include any other supporting documentation, maps, data / metrics of event success – ie: harvest, recruitment, percentage of new participants, retention, percentage of those continuing to next steps or other events, etc.

SPECIAL REQUEST GRANT APPLICATION FORM  
**FY2021** LOCAL SPORTSMEN'S GROUP GRANT PROGRAM

Submit to:  
 Arizona Game and Fish Department  
 Attn.: IEWR: Local Sportsmen's Grant  
 Electronically: dburt@azgfd.gov  
 or 5000 W. Carefree Highway, Phoenix, AZ 85086

<b>Date Received:</b>	<b>LSG Project No:</b>
<b>Submitted via:</b>	<b>Total Score &amp; Rank:</b>
<b>Project Title:</b>	
<b>Date(s) of Project / Event: Start (mo/da/yr) ____/____/____ to End (mo/da/yr): ____/____/____</b>	
<b>Estimated Reach of Project: Primary Participants _____, and Total Public Attendance _____</b>	
<b>Amount of Grant Funds Requested: \$</b>	
<b>Will you accept partial funding for this project? Yes _____ No _____</b>	
<b>Project Overview, Goal and Event Type number: (3-5 sentences)</b>	
<b># Contact Information #</b>	
<b>Group / Organization Name:</b> _____	
<b>Representative Full Name:</b> _____	
<b>Title:</b> _____	
<b>Phone Number:</b> _____	
<b>E-Mail Address:</b> _____	
<b>Mailing Address:</b> _____	

**(1) PROJECT FUNDING WINDOW CRITERIA = 20 POINTS**

**Detailed Description of Project related to Funding Window:**

**Questions To Consider**

- involves pursuit / harvest wildlife or fish
- provides mentored field experience
- requires a license, permit, and or tag
- method to evaluate participants skills, experience and social support system for target audience
- project requires registration and uses the Department's Online Registration System for collecting participant information, customer tracking, providing "next steps" and evaluation

**(2) FEASIBILITY OF PROJECT CRITERIA = 20 POINTS**

**Describe how key elements of the project will be implemented / accomplished based on scope of project:**

Provide a timeline for the project with start and end dates of key milestones, from contract to final report

What are your groups and partners experience with this type of project and / or activity, and working with the public in this manner? List any references warranted.

How will you solicit / screen participants to assure they are suited for this type of project and the Funding Window Focus of this grant?

**Questions To Consider**

- Scope of work, type of mentored event, ability to meet objective and LSG window
- Scale / reach of project, number of participants / attendees, success rates, activities
- Staff, volunteers, mentors, partners, equipment, resources and capacity
- Knowledge, skills and experience in running mentored R3 projects
- Ability / method to screen participants that have some experience, little to some social support / hunting background

**(3) ADDITIONAL PROJECT ELEMENTS CRITERIA = 20 POINTS**

**Describe additional activities and scope of the project that relates to the funding window and how your group will implement / accomplish these:**

**Questions to Consider**

- ratio of mentors to participants
- activities related to the skill development: harvest care, preparation & consumption, seminars, habitat, ecology / biology, safety, survival, rules / regulations training, etc.
- activities for involvement of family members and other “guest” attendees offered, i.e.: binoculars, fishing, archery, etc.
- NEW: Projects supports AZGFDs customer management / registration tools or data needs, ie: participant email, number of students, hours of engagement, volunteer hour collection, Excel format or comparable.
- NEW: Project supports tracking and reporting of volunteer hours

**(4) PARTNERSHIPS / RESOURCES CRITERIA = 20 POINTS**

**Number of partnering groups / organizations in the project and at what capacity.**

**Questions to Consider**

- Number of partners involved in project
- Roles and capacity of partners in project
- Partners ability to connect or be connected with participants to next steps
- Resources provided by partners
- Outreach, communication, social media strengths of partner – pre and post project

**(5) PUBLIC BENEFIT OF PROJECT TO ARIZONA = 10 POINTS**

**Detail the Public purpose served by this project:**

**Questions to Consider**

- Instills / conveys values of wildlife and Arizona's natural resources
- Instills wildlife conservation, ethical sportsmanship, stewardship, and safety
- Instills the public trust of wildlife and other elements of the North American Model of Wildlife Conservation
- Teaches values of active wildlife management through respectable and legal use of wildlife resources
- Conveys the social and health benefits of recreational activities and wildlife

**(6) FINANCIAL / APPLICANT NEED = 10 POINTS**

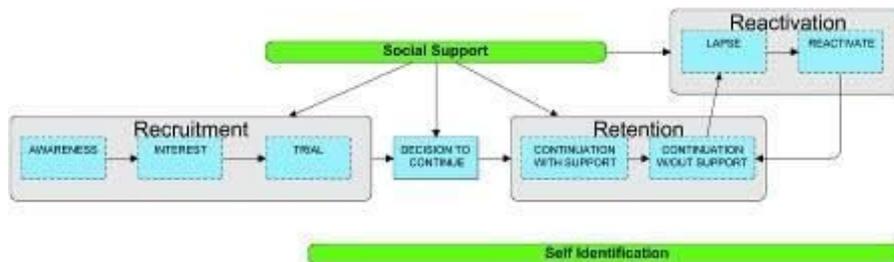
**Budget / Itemized Costs (attach budget sheet):** Include your costs (cost share), and grant funding you will allocate to this project, such as necessities in remote desolate locations such as sanitation, food, water, shelter facilities; training on game care and consumption; equipment, fuel and consumables; equipment for activities; transportation; outreach; state required insurance (liability and SAMI), etc.

**Questions to Consider:**

- Applicant's mission supports wildlife, conservation, and management and the North American Model of Wildlife Conservation
- Applicants abilities or limitations for funding resources, banquets, membership, fundraising
- Amount of funding requested related to scope and reach of project
- Match or of other funding sources, labor and / or equipment towards project
- Project partners support

## GLOSSARY OF TERMS

**Adoption Sequence Model:** Recruitment, and eventually retention is a process that involves 8 stages. One exposure to an activity is not retention. An individual may be in more than one stage at a time. Advancing from one stage to another is individually variable by age, economic, social support, frequency, access, life stage, etc. The stages are: (1) awareness, (2) interest, (3) trial, (4) continuation with support, (5) continuation without support, (6) continuation and proponent, (7) temporary cessation, and (8) permanent desertion.



**ARS 41-2702:** Arizona Revised Statute, Chapter 24, Article 1 – Solicitation and Award of Grants, details at <http://www.azleg.state.az.us/ArizonaRevisedStatutes.asp?LinkType=htm&Title=41>.

**NEW! Event Types:** Five categories designed to improve recruitment, retention and reactivation programs by providing the participant a better understanding of which event is best suited based on their skill level, as follows:

- 1) **Introductory:** Knowledge or information imparted. No hunting or pursuit of wildlife, shooting lessons, instructional, typically 1-day activity. *Skill Meter: 0-5; Mentoring Meter: 7-10*
- 2) **Beginner:** a person who is inexperienced; novice; a person who has begun a course of instruction or is learning the fundamentals. Basic take of wildlife, 1-day event, pass shooting, species include dove, ducks, squirrel. *Skill Meter: 1-5; Mentoring Meter: 7-10*
- 3) **Developing:** one who is learning by practical experience under skilled workers of a trade, art, or calling. Pursuit of wildlife, overnight events, remote locations, species include quail, rabbit, predator, javelina, turkey. *Skill Meter: 3-7; Mentoring Meter: 6-9*
- 4) **Intermediate:** applies some already learned basic skills to adapt and meet the next level of learning, skill development. Pursuit of more challenging species, deer, elk, stalking, remote locations, overnight, lots of field time. *Skill Meter: 5-8; Mentoring Meter: 3-6*
- 5) **Experienced:** having knowledge or skill in a particular field, especially a profession or job, gained over a period of time. Minimal mentoring, base camps and “meet ups”. Base camps and meet ups that provide similar feel to learn how to events, but are self-supported by attendees at a designated camping area and timeframe, possibly portable potties, and some facilities, possibly a camp host with unit and hunting information. *Skill Meter: 7-9; Mentoring Meter: 0-2*

**Fiscal Year (FY):** The State of Arizona’s annual accounting year is July 1 to June 30 of the following year.

**Funding Window:** Defines the Department’s focus for eligible projects for award in a given grant cycle.

**Hunter, Angler, Shooter or Trapper:** Types of recreational activities related to the Department’s mission and recruitment, retention and reactivation efforts for the Local Sportsmen’s Group Grant Program. The annual Funding Window provides the focus for the grant target.

**Hunting and Angling Heritage Workgroup (HAHWG):** An alliance of leaders of industry, conservation groups, youth groups, and wildlife management professionals to synergistically preserve the hunting and angling

tradition. The HAHWG's primary program for improving hunting / angling participation rates is through hands-on, introductory, mentored events. For more information, visit [www.azgfd.gov/OutdoorSkills](http://www.azgfd.gov/OutdoorSkills).

**Local Sportsmen's Group:** A group, club or chapter whose primary beneficiaries are wildlife species and habitats, have a multi-purpose conservation focus (i.e. outreach, education, social and biological benefit /objectives) and are preferably regional in nature and focused exclusively within the boundaries of Arizona.

**Match:** Volunteer hours, equipment, or money contributed by the group in addition to the grant dollars.

**North American Model of Wildlife Conservation:** The North American Model of Wildlife Conservation is anchored by a Supreme Court decision that decreed that wildlife belongs to the people, and not government, corporations or individuals. It is a set of principles that has guided wildlife management and conservation decisions in the United States and Canada. The model, in Arizona is guided by these seven principles: (1) Wildlife is held in the public trust; (2) Regulated commerce in wildlife; (3) Hunting and angling laws are created through the public process; (4) Hunting and angling opportunities for all; (5) Hunters and anglers fund conservation; (6) Wildlife is an international resource; and (7) Science is the basis for wildlife policy. For more information, visit: <https://www.azgfd.com/hunting/nam/>.

**Next Steps:** Next steps are the activities that happen at the Decision to Continue stage and social support phase. This is the "retention" stage and requires multiple and frequent engagements. Next Steps work in conjunction with Social Support. (see Adoption Sequence diagram)

**Participant Experience Classifications:** The Department has been surveying participants and has identified classifications for participants "levels of support" through three questions, they are: *Have you been hunting before this event? Does your immediate family hunt? Does your extended family hunt?* Those classes breakdown as follows based on yes / no answers:

- No Support – No, No, No
- Extended Support – No, No, Yes
- Immediate Support – No, Yes, No
- Full Support – Yes, Yes, Yes

**Project period:** The period of time during which all approved work and related expenditures associated with an approved project are to be accomplished by the participant.

**Recruitment:** Means trying an activity for the first time such as hunting, fishing, trapping or shooting. A minimum outcome is that the person leaves holding a positive experience and opinion toward that activity and makes a decision to continue or lapse based on many influences. (see Adoption Sequence diagram)

**Retention:** Means making a decision to continue participating in an activity after having experienced it. Typically the person continues to need support, coaching and practice to become self-reliant. Additionally, this stage of continuation can result in maintaining a positive, economic, social and/or political support for said activity. (see Adoption Sequence diagram)

**Reactivation:** Is the process of influencing an individual who has ceased participating in an activity back to actively participating through re-introduction. This typically takes elements of recruitment, retention, next steps and social support for shorter and fewer cycles due to past experience, skills.

**R3:** The acronym for all three elements of programs related to recruitment, retention and/or reactivation.

**Social Support:** Is a network of social/cultural support that reinforces attitudes and choices, provides outlet to continue trial and development loop, outlet to communicate interests / questions, and provides culture and acceptance. Social support can be many things, events, activities, projects, communication channels, trainings, recreational, photo sharing and much more. (see Adoption Sequence diagram)

**Wildlife and Sport Fish Restoration Act:** Through federal excise taxes paid by manufacturers on particular items of hunting, fishing and boating equipment, the US Fish and Wildlife Service then provides grant funds to State Wildlife agencies for fish and wildlife and habitat conservation, access, education, and shooting ranges. This “user pay, public benefit” is referred to as the “cycle of success” and key to the North American Model of Conservation.

## STATE OF ARIZONA INSURANCE REQUIREMENTS

The requirements below are from the LSG Agreement. Sample agreements are available on request to (623) 236-7487.

Grantee shall submit certificate(s) of insurance coverage for the project with limits of liability, not less than:

### Commercial General Liability – Occurrence Form

Policy shall include bodily injury, property damage, personal injury and broad form contractual liability coverage.

- General Aggregate \$1,000,000
- Products – Completed Operations Aggregate \$ 500,000
- Personal and Advertising Injury \$ 500,000
- Blanket Contractual Liability – Written and Oral \$ 500,000
- Fire Legal Liability \$ 25,000
- Each Occurrence \$ 500,000

The policy shall be endorsed to include the following additional insured language: “The State of Arizona, its departments, agencies, boards, commissions, universities and its officers, officials, agents, and employees shall be named as additional insureds with respect to liability arising out of the activities performed by or on behalf of the Grantee”.

If Grantee will be mentoring minors (persons under the age of 18 years) or physically or developmentally disabled persons, the policy shall be endorsed to include coverage for sexual abuse and molestation.

The policy shall also contain a waiver of subrogation against the State of Arizona, its departments, agencies, boards, commissions, universities and its officers, officials, agents, and employees for losses arising from work performed by or on behalf of the Grantee.

Policy shall contain a waiver of subrogation against the State of Arizona, its departments, agencies, boards, commissions, universities and its officers, officials, agents, and employees for losses arising from work performed by or on behalf of the Grantee.

Business Automobile Liability (applicable if Grantee will be transporting project participants in motor vehicles): Bodily Injury and Property Damage for any owned, hired, and/or non-owned vehicles used in the performance of this Agreement.

- Combined Single Limit (CSL) \$500,000

The policy shall be endorsed to include the following additional insured language: “The State of Arizona, its departments, agencies, boards, commissions, universities and its officers, officials, agents, and employees shall be named as additional insureds with respect to liability arising out of the activities performed by or on behalf of the Grantee involving automobiles owned, leased, hired or borrowed by the Grantee”.

Policy shall contain a waiver of subrogation against the State of Arizona, its departments, agencies, boards, commissions, universities and its officers, officials, agents, and employees for losses arising from work performed by or on behalf of the Grantee.

Grantee shall indemnify, defend, save and hold harmless the State of Arizona, its departments, agencies, boards, commissions and its officers, officials, agents and employees (“Indemnitee”) from and against any and all claims, actions, liabilities, damages, losses, or expenses (including court costs, attorneys’ fees, and costs of claim processing, investigation and litigation) for bodily injury or personal injury (including death) or loss or damage to tangible or intangible property caused, or alleged to be caused, in whole or in part, by the negligent or willful acts or omissions of Grantee or any of its owners, officers, directors, agents, employees or subcontractors. This indemnity includes any claim or amount arising out of or recovered under the Workers’ Compensation law or arising out of the failure of such grantee to conform to any federal, state or local law, statute, ordinance, rule, regulation or court decree. It is the specific intention of the parties that the Indemnitee shall, in all instances, except for claims arising solely from the negligent or willful acts or omissions of the Indemnitee, be indemnified by Grantee from and against any and all claims. It is agreed that Grantee will be responsible for primary loss investigation, defense and judgment costs where this indemnification is applicable. In consideration of the award of this grant, Grantee agrees to waive all rights of subrogation against the State of Arizona, its officers, officials, agents and employees for losses arising from the work performed by Grantee in connection with this grant.