

# MASTER PLAN

for the

## RAWLINS OUTDOOR SHOOTING COMPLEX

Rawlins, Wyoming

prepared for

*City of Rawlins*



prepared through

**PMPC**

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# TABLE OF CONTENTS

<b>INTRODUCTION AND PROJECT SCOPE .....</b>	<b>1</b>
<b>SUMMARY AND RECOMMENDATIONS .....</b>	<b>3</b>
<b>1.0: RAWLINS RANGE ADVISORY BOARD (RRAB) .....</b>	<b>6</b>
<b>2.0: BACKGROUND .....</b>	<b>7</b>
<b>3.0: PROJECT PLANNING.....</b>	<b>8</b>
3.1-3.3 PMPC Involvement.....	8
3.4 RRAB Agreements.....	8
3.5 Master Plan Goals .....	8
3.6 Priority List.....	9
<b>4.0: DESIRED SPECIFIC RANGE IMPROVEMENTS .....</b>	<b>10</b>
4.1 1000 Yard High Power Range .....	10
4.2 600 Yard High Power Range .....	10
4.3 200/300 Yard Silhouette Range .....	10
4.4 Pistol Ranges .....	11
4.5 Shotgun Field .....	11
4.6 Archery Ranges .....	11
4.7 Administration Building.....	12
<b>5.0: PROGRAM DESCRIPTION .....</b>	<b>13</b>
5.1 900, 1000 Yard High Power Rifle and Black Powder Silhouette...13	
5.2 600 Yard High Power Rifle Range and High Power Silhouette.....13	
5.3 300 Meter High Power Rifle and Metallic Silhouette Range .....	13
5.4 100, 50 Yard Rifle General Use Range.....	13
5.5 50, 25 and 15 Yard Bullseye Handgun Range .....	14
5.6 50 Foot, 15 Yard Handgun Training Range.....	14
5.7 Action Pistol Ranges .....	14

5.8	Trap and Skeet Shotgun Fields.....	14
5.9	Archery Ranges .....	14
5.10	Hunter Safety – Youth Education .....	15
5.11	Range Trailer Removal .....	15
5.12	Administrative Building.....	15
5.13	Existing Club House.....	15
5.14	RV Camping Sites .....	15
5.15	Shelters and Storage Sheds .....	15
5.16	Pavilions .....	15
<b>6.0:</b>	<b>WATER, SEWER, POWER SOURCE OPTIONS.....</b>	<b>16</b>
6.1	Water Supply.....	16
6.2	Sanitary Sewer Disposal and Collection.....	17
6.3	Power Line Extension .....	18
<b>7.0:</b>	<b>FUNDING SOURCES .....</b>	<b>20</b>
7.1	Local Funding Sources.....	20
7.2	State Funding Sources.....	20
7.3	Additional Funding Sources.....	21

**APPENDICES**

**APPENDIX A: WYOMING ARMY NATIONAL GUARD**

**APPENDIX B: NATIONAL RIFLE ASSOCIATION FOUNDATION**

**APPENDIX C: REGIONAL RANGE DEMAND**

**APPENDIX D: IMPROVEMENT PROJECT COST ESTIMATE**

**APPENDIX E: TABLE 1A**

**APPENDIX F: ADJACENT WATER WELL DATA AND MAP**

**LIST OF FIGURES**

**FIGURE 1: VICINITY MAP ..... 2**  
**FIGURE 2: PROPOSED UTILITIES & LAND OWNERSHIP ..... 19**

**LIST OF TABLES**

**TABLE 1: IMPROVEMENT PROJECTS AND 2006 COSTS..... 5**  
**TABLE 2: 3-D ARCHERY WALKING RANGE..... 12**

# INTRODUCTION AND PROJECT SCOPE

## INTRODUCTION

The City of Rawlins has operated a Municipal outdoor range since the early 1990's. The City wants to pursue improvements to the range to provide the citizens of the area with a safe place to congregate and practice shooting sports. The City has empowered the Rawlins Range Advisory Board (RRAB) to study and recommend improvements to the shooting complex. Subsequent to approval of this report the RRAB will make improvement recommendations for consideration by the Rawlins City Council. Clark Vargas and Associates (CV&A) recommends the Master Plan be approved by the City as a guideline for shooting complex development. Subsequently, any deviation would require a Master Plan modification and approval by the Rawlins City Council. A vicinity map is shown in FIGURE 1.

When the Outdoor Shooting Complex is completed it should provide an economic benefit to the community. The City of Rawlins presently operates a fine Recreation Department and the Outdoor Shooting Complex will serve to provide improved spaces for members of the community to gather for shooting and non-shooting events.

## PROJECT SCOPE

The Master Plan provides the following:

- (a) Assesses adequacy of existing facilities
- (b) Determines which shooting sports should be included in the Master Plan based on local interests and the suggestions of the Rawlins Range Advisory Board
- (c) Establishes a space allocation for the shooting disciplines that are to share the site space
- (d) Provides a shooting complex layout that is safe, economical and utilizes existing improvements and facilities
- (e) Proposes various improvement projects
- (f) Proposes improvement projects by shooting discipline for prioritization by the Rawlins Range Advisory Board
- (g) Provides quantity and cost estimates for proposed improvements

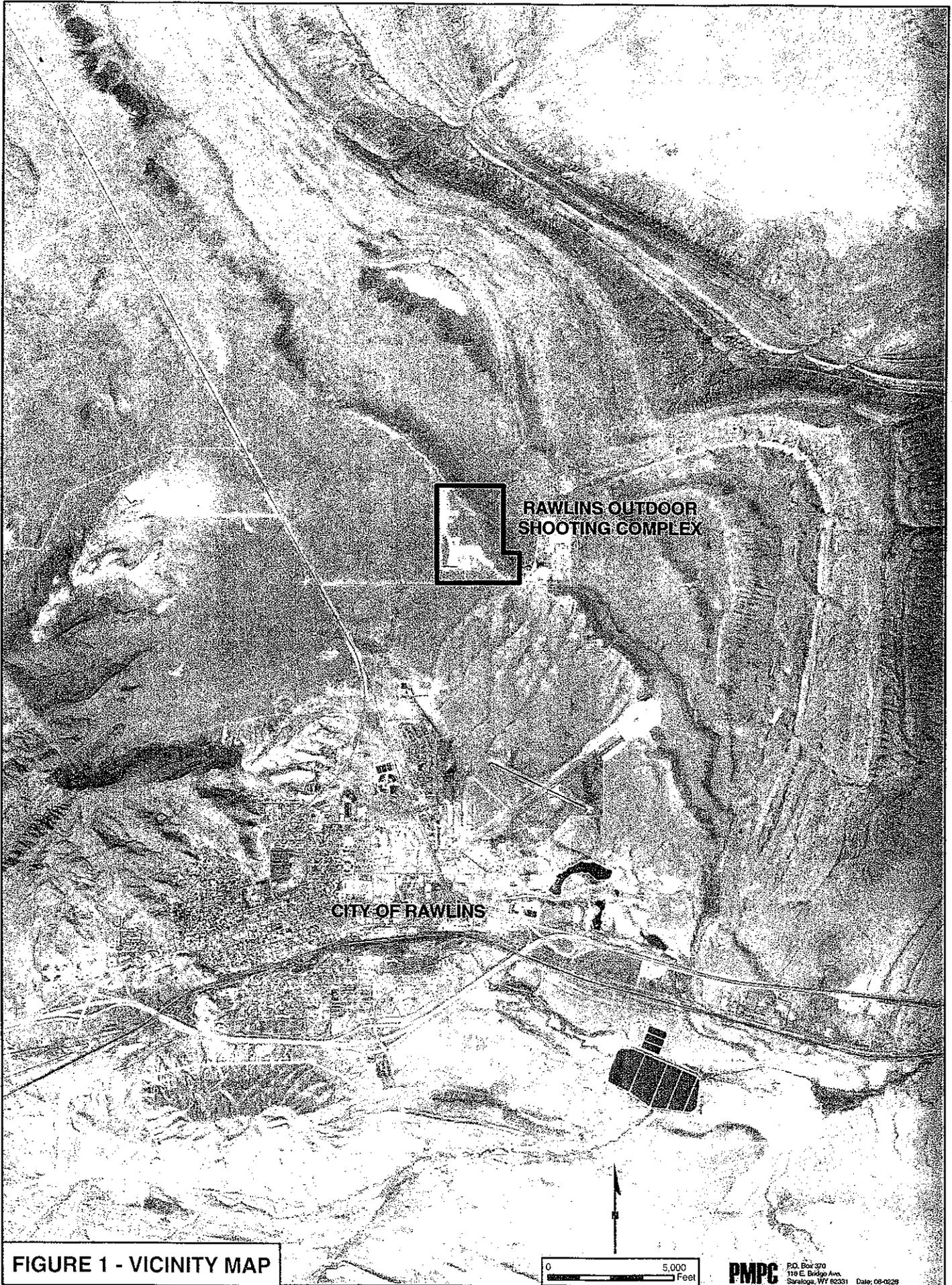


FIGURE 1 - VICINITY MAP

0 5,000 Feet

**PMPC** P.O. Box 370  
119 E. Bridge Ave.  
Saratoga, WY 82331 Date: 06-02-08

## SUMMARY AND RECOMMENDATIONS

### SUMMARY

The Master Plan is comprised of seven sections, appendices, and schematic drawings.

A brief description of each Master Plan component is listed below:

- Section 1 describes the role of the RRAB in completing future improvements to the shooting complex.
- Section 2 describes the background of the shooting complex including previously completed work.
- Section 3 describes the planning process used during the design of the Master Plan, goals of the Master Plan and Master Plan priorities developed by the RRAB.
- Section 4 describes shooting complex improvements proposed by the RRAB.
- Section 5, the program space study, describes sixteen spaces to be improved at the shooting complex. The individual components of these improvements are included in the cost estimates in Appendix C.
- Section 6 discusses proposed improvements to utilities at the shooting complex.
- Section 7 discusses available funding sources for proposed shooting complex improvement projects. Applications from several funding sources are included in the appendices.
- Appendix A – Funding source information for the Wyoming National Guard
- Appendix B - Funding source information for the National Rifle Association
- Appendix C - Regional Range Demand document that discusses the demand for a shooting complex in Rawlins, WY.
- Appendix D – Improvement Project Cost Estimates
- Appendix E – TABLE 1A
- Appendix F – Adjacent Water Well Data and Map – The approximate locations of the water wells are shown by number on the map and in the accompanying spreadsheet.
- Schematic Drawings - The drawings are grouped and indexed as follows: General (G), Civil (C), Rifle and Pistol Discipline (RP), Shotgun Discipline (SG), Archery Discipline (AR), Site Amenities (SA), and Electrical (E). These drawings include layouts for each individual shooting range and details for site amenities. The program space numbers located on drawing sheets G5 and C1 show the locations of the shooting events described in Section 5.0 (Program Description) of the report. The program space numbers included on the drawings are 5.1 through 5.14. Program space numbers 5.1 through 5.9 are also referenced in Sheet “I” of Appendix D (Improvement Project Cost Estimate). Program space number referencing allows the reader to access improvement project costs, location and detailed information in an efficient manner.

## RECOMMENDATIONS

The proposed shooting complex improvements allow for community growth. Community growth in the area is anticipated and there is local interest in facility improvement. The resulting complex when properly operated and marketed will become a destination attraction for shooting enthusiasts in Wyoming and surrounding states.

Shooting Complex improvement projects include the following:

- (a) Range Specific Earthwork – Site layout designed for safety
- (b) Roads and Parking Areas (Including RV)
- (c) Administration Building & Range Specific Amenities
- (d) Utility Improvements
- (e) Storage Buildings, Shooting Shelters, Shooting Benches, Targets
- (f) Recreational Buildings – Pavilions

The estimated costs in TABLE 1 are based on 2006 construction costs. These costs will increase with trends in the construction market and annual inflation. Estimated costs are based on construction by contractor. A significant cost reduction could be obtained through use of voluntary labor and equipment from local organizations and the community. It is recommended that the RRAB prioritize the proposed improvement projects listed in TABLE 1. An additional table, (TABLE 1A), similar to TABLE 1 is included in Appendix E that will allow prioritization of the improvement projects and record of funding sources.

CV & A suggests that the design contract for the final earthwork be authorized as soon as possible. Safety is a critical concern for the shooting complex and completion of the earthwork and safe shooting complex management procedures are the first steps in providing a safe environment for patrons.

The most cost effective way to complete the earthwork is with large equipment moving large quantities. When the earthwork design documents are completed they can be used to apply for assistance from a Wyoming Army National Guard Engineering unit. These units include earthwork projects as part of their required annual training. An Army National Guard application is included in Appendix A. Rawlins and the RRAB should pursue large earthwork projects if possible to lower the costs to complete the work.

**TABLE 1: IMPROVEMENT PROJECTS AND 2006 COSTS**

PROJECT NUMBER	PROGRAM SPACE NUMBER	DESCRIPTION	ESTIMATED AMOUNT
1	5.1	900-1000 Yard Hi-Power Rifle Range	\$369,000
2	5.2	600 Yard Hi-Power Rifle Range	\$90,000
3	5.3	300 Meter Hi-Power Rifle Range	\$40,000
4	5.4	100-50 Yard Rifle General Use Range	\$91,000
5	5.5	50, 25 and 15 Yard Bullseye Handgun Range	\$61,000
6	5.6	50Ft, 15 Yard Handgun Range	\$104,000
7	5.7	Action Pistol Range	\$163,000
8	5.8	Trap & Skeet Shotgun Fields	\$347,000
9	5.8	Sporting Clay's Field	\$433,000
10	5.9	Static Archery Range	\$54,000
11	5.9	Elevated Archery Range	\$68,000
12	5.9	3-D Archery Range	\$14,000
13		Truck Access Road	\$72,000
14		Perimeter Road	\$81,000
15		Range Lighting	\$47,000
16		Miscellaneous Summary and Admin. Building	\$1,122,000
17		Water Line Extension	\$564,000
18		Water Well	\$61,000
19		Power Line Extension	\$18,000
20		Vault Toilet	\$51,000
21		Septic System	\$11,300
22		Sewer Line Extension	\$573,000
		<b>TOTAL</b>	<b>\$4,435,000</b>

## 1.0 Rawlins Range Advisory Board (RRAB)

The RRAB was formed to guide the development of the shooting complex. During an 8/3/05 board meeting, various topics were discussed and board members expressed what they would like to include in the master plan. The Board would like all previously discussed items included in the Master Plan and will prioritize proposed improvement projects following review of the Master Plan. Jim Ainsworth is the point of contact for the Master Plan project.

Several of the board members are avid action pistol shooters and as a pistol committee have started construction for improvements to the pistol range. The committee is currently using volunteers to help construct said improvements and plans on having the project completed late in 2005.

Construction of the pistol bay dividers is under way, posts have been set and plywood is ready for installation. The planning herein accepts the divider spacing and type of construction used.

The City of Rawlins and the RRAB can use the Master Plan as a tool for range planning, prioritizing and designing future improvement projects and obtaining funding for improvement projects. The Master Plan does not constitute a final design for any improvement projects proposed herein. The RRAB members and contact information are listed below.

### Rawlins Range Advisory Board (7 Members):

NAME	Address	Phone No.	TERM
James F. Farver	120 Sonora Court	307-324-3282	1/06 – 1/07
Joe DeLuca	1706 Kirkcolm Dr.	307-324-3618	1/06 – 1/07
Jim Ainsworth	615-8 <sup>th</sup> Street	307-324-4443	1/06 – 1/07
Brent Wilkes	322 E. Miller St.	307-324-6955	1/06 – 1/07
Charles Redmond	508 Wyoming St.	307-324-3601	1/06 – 1/07
Chris Iacovetta	2305 Dunblane Dr.	307-328-7455	1/06 – 1/07
David Funderburk	P.O. Box 2025	307-324-8413	1/06 – 1/07

## 2.0 BACKGROUND

Planning for this shooting complex began over 14 years ago, in the mid 1990's. Land was secured from the Bureau of Land Management (BLM) by the City of Rawlins. RJS Land Surveyors performed a topographic survey of the site in 1997, which is still valid for undisturbed portions of the site. Winter Consulting Engineers (Winter) prepared a preliminary range plan, drawings and reference specifications in 1999. This design was never finalized but was used to guide construction for a high power rifle silhouette range, pistol range, backstops and berms by a local contractor in 1999-2000. The timber pistol berms failed and had to be rebuilt. Berms and backstops were not built in accordance with the preliminary plan.

The following differences between the as-built survey and the preliminary plan were observed:

- East-West alignment appears to be fairly close but shoots more to the northeast than designed.
- The pistol / archery range space is about 100' shorter in width and the east berm is about 10' lower
- Backstops for the pistol / archery bay are approximately 3 to 10 feet lower
- 300 yard backstop is approximately 12' lower
- 600 yard backstop is approximately 12' higher
- 1000 yard backstop is approximately 13-15' higher
- The 150 foot offset from the fenced property line to the west 1000 yard berm is approximately as indicated on Winters' drawings
- Backstop slopes desired are, 1.5:1 fronts and 2:1 back and sides. What we found are:
  - Front slope of 1000 YD backstop is 1.7:1 slope
  - Front slope of Pistol / Archery backstop 2.7:1

The following construction projects have been completed:

- Initial earthwork construction in 1999-2000
- 1000 yard and 900 yard firing line parapets
- Target holders for 1000 yard and 300 yard rifle ranges
- 3 sided firing shelter for 300 yd high power rifle
- 2 combination trap and skeet fields
- Conference building with storage area and permanent vault type restrooms

### 3.0 PROJECT PLANNING

- 3.1 PMPC obtained copies of the existing preliminary plan and the 1997 Robert Jack Smith (RJS) survey
- 3.2 PMPC contracted CV&A for preparation of the master plan
- 3.3 PMPC obtained updated aerial photography and performed a topographic site survey
- 3.4 RRAB Agreements:
  - 3.4.1 That range competition event rules, protocols and descriptions for shotgun, rifle, pistol, archery and youth education shall be in accordance with the accepted National Governing Body (NGB) for the event types practiced
  - 3.4.2 Types of targets for each event include:
    - Steel, paper, styrene and others as recommended by the NGB for the sport being practiced
  - 3.4.3 Firing distances for each event shall be in accordance with the NGB rules
    - If shooting varies from the NGB rules, then a certified range safety officer must be responsible for the shooting
- 3.5 Master Plan Goals
  - 3.5.1 Design the best range in Wyoming
  - 3.5.2 Design to meet ADA requirements
  - 3.5.3 Design to maximize concurrent use of ranges
  - 3.5.4 Design for safety
  - 3.5.5 Design for multiple shooting event types
  - 3.5.6 Design to minimize maintenance
  - 3.5.7 Include utilities, roads, parking and buildings
  - 3.5.8 Provide signage, message sign on Highway 287 and at entrance gate
  - 3.5.9 Specify equipment for grounds maintenance and material handling
    - 3.5.9.1 Gator 6x6 or equivalent
    - 3.5.9.2 Forklift, backhoe and skid-steer for maintenance work and material handling
  - 3.5.10 Provide information on available funding sources
    - 3.5.10.1 Local Funding sources are: City of Rawlins, Carbon County School District #1 Recreation Board, see section 7.0
    - 3.5.10.2 Wyoming Army National Guard, see section 7.0
    - 3.5.10.3 National Rifle Association Grants, see section 7.0

### 3.6 Priority List

- 3.6.1 Pistol Range, see drawings C2 and C5, program space #7 – work is under construction.  
Dividers are being installed and have been incorporated into the Master Plan.
- 3.6.2 Practical Pistol Combat (PPC) courses – program spaces 7.2 thru 7.11  
Backstops and berm buildup for safety is #1 priority
- 3.6.3 Fill butt on 1000 yard range, see program space #1
- 3.6.4 Shotgun – provide 2 additional trap ranges spaces 8.3 and 8.4
- 3.6.5 Restrooms, Water, Sewer, see Section 6.0
- 3.6.6 Provide shelters at various ranges (shown on drawings RP11 and RP14)
- 3.6.7 Provide storage units at various ranges (shown on drawings RP13 and SA3)
- 3.6.8 Provide shelter for youth education programs (shown on drawing SA4)
- 3.6.9 Provide roads, parking areas – gravel surface and base (actual paving construction will be phased in as budget allows)
- 3.6.10 Provide RV Parking Area, no hookups, as shown on drawing C15
- 3.6.11 Signage at entrance, 50-80' north of the existing fence, provide overhead arch and 4' rock wall with welcome sign and changeable information sign

## **4.0 DESIRED SPECIFIC RANGE IMPROVEMENTS**

- 4.1 1000 Yard High Power Range, see drawings C4 and C5
  - 4.1.1 Provide storage, see drawings RP13 and SA3
  - 4.1.2 Provide lights & power (specifically for proposed Administration Building, range lighting and security lighting), see Appendix D
  - 4.1.3 Modify 600 yard backstop; remove material to allow full access to existing 1000 yard backstop, see drawing C5
  - 4.1.4 Raise west berm to provide wind protection near 1000 yard firing line. Review safety issues to verify shadowing off property, see drawings C4 and C5
  - 4.1.5 Provide 1000 yard pits and targets with counter balance type targets, see drawing RP16
  - 4.1.6 800 yard buffalo berm (engaged from 1000 yard firing line)
  - 4.1.7 Provide targets and target holders, see drawing RP15
  - 4.1.8 15 shooter capacity desired, and provided
  - 4.1.9 Fill in hole, see drawing C5
  - 4.1.10 Provide shelter and storage
  - 4.1.11 Moving firing lines and fixed target position
  - 4.1.12 Specify types of targets; steel, paper and other for each firing distance (refer to respective NGB rules)
  - 4.1.13 Provide 1000, 900, 800, 600, 500, 300 and 200 yard firing lines, parapets currently exist at 1000 and 900 yards, see drawing RP2
  - 4.1.14 Review safety issues for 1000, 600 and 300 meter high power rifle ranges, these ranges cannot be used concurrently, range use must be supervised by a Certified Range Officer
  - 4.1.15 Store targets on individual ranges and construct targets in proposed Administration Building
- 4.2 600 Yard High Power Rifle Range practices in program space #2
- 4.3 200/300 Yard Silhouette Range practices in drawing space #3
  - 4.3.1 Raise west berm
  - 4.3.2 East berm reviewed for concurrent use of pistol ranges
  - 4.3.3 Provide lights and power, lighting for shelters and site security  
(See Appendix D)
  - 4.3.4 Provide shooting benches (15 firing positions)
  - 4.3.5 Specify types of targets and distances - paper and steel, (25, 50, 100, 200, 300 yard positions), refer to NGB rules

- 4.3.6 Design range so firing line positions are fixed, target positions vary
- 4.3.5 Specify target holders - refer to NGB rules
- 4.4 Pistol Ranges
  - 4.4.1 Barriers and separation walls by RRAB
  - 4.4.2 Raise east berm approximately 2'
  - 4.4.3 Provide covered firing point shelter and shaded areas for spectators
  - 4.4.4 Target holders – Replaced by target stands
  - 4.4.5 Target frames – Replaced by target stands
  - 4.4.6 Specify event types (IPSCA, USPSA, NRA) Work is in progress by RRAB
  - 4.4.7 Provide parking area behind shooting areas, see drawings G5 and C2
  - 4.4.8 Power & lighting, see drawing E5
- 4.5 Shotgun Field
  - 4.5.1 Provide two additional combination trap fields see drawings SG3 and C3
  - 4.5.2 Provide 5-stand event, concrete or wood with rabbit trap, see drawing SG4
  - 4.5.3 Provide wall baffle between ranges, see SG9
  - 4.5.4 Provide power, see drawings E1-E4
  - 4.5.5 Provide for night shooting, lights etc. See drawings E1-E4, Appendix D
  - 4.5.6 Sidewalks with ADA compatibility
  - 4.5.7 Additional scoring benches
- 4.6 Archery Ranges - CV&A recommends moving archery range to the southeast of the property and using existing space for action shooting, see drawings C1 and C3
  - 4.6.1 Provide 3-D walking range, see drawing C-6
  - 4.6.2 Static Range, see drawing AR1
  - 4.6.4 50 yard static range is provided south of existing Cowboy Action bay, see drawing C3
  - 4.6.5 4-H and 3-Dimensional targets field course, see drawing C6

**TABLE 2: 3-D ARCHERY WALKING RANGE**

<u>Station No.</u>	<u>Distance</u>
1	30 yards
2	60 yards
3	80, 70, 60, 50 feet
4	40 yards
5	15 yards
6	55 yards
7	35 yards
8	45, 40, 35, 30 yards
9	45 yards
10	35, 30, 25, 20 feet
11	65 yards
12	20 yards
13	25 yards
14	50 yards

4.6.7 Walking Archery Range:

4.6.7.1 14 lanes (positions vary)

4.6.7.1 Bow stands

4.6.7.1 20 foot to 60yard ranges

4.6.7.1 Target Storage (shipping container, enclosed trailer, fixed etc.)

4.6.7.1 Parking Area and access road

4.7 Administration Building, see drawing SA6

4.7.1 Building Location – South of pistol range, see drawing C1

4.7.2 Lights & power – new Pacific Power and Light service, see section 6.3

4.7.3 Drinking water, see section 6.1

4.7.4 Provide for food service – carry in and kitchen in proposed club house

4.7.6 Parking areas, see drawings C1- C6

4.7.7 Work / Construction room for range officers and classroom (Occupancy = 50)

4.7.8 24' x 30' storage area set up for vendor display

4.7.9 RV parking – self contained units, see drawing C15

## 5.0 PROGRAM DESCRIPTION

The program space numbers 5.1 through 5.14 can be located on drawing sheet G1 and reviewed in further detail on sheets C1 through C15. Program space numbers 5.1 through 5.9 are also located on sheet "i" of Appendix D and program space numbers 5.10 through 5.16 are included within the remaining sheets of Appendix D.

### Program Space Number & Program Description

- 5.1 900, 1000 Yard High Power Rifle and Black Powder Silhouette (15 positions)
  - 5.1.1 Targets, 10 foot centers.
  - 5.1.2 Courses of fire: 200, 300, 600, 800, 900, 1000 yard F Class, 800 yard silhouette
  - 5.1.3 Firing Position parapets for each distance
  - 5.1.4 Parking spaces behind firing line
  - 5.1.5 Graded access road from firing lines to mounds and targets down range
  - 5.1.6 10 target carriers behind butts
- 5.2 600 Yard High Power Rifle Range and High Power Silhouette (4 positions)
  - 5.2.1 Targets, 10 foot centers
  - 5.2.2 Courses of fire: 600 yards
  - 5.2.3 Shooting parapets at 1000 yards
  - 5.2.4 Uncovered firing position
  - 5.2.5 Parking spaces behind firing line
  - 5.2.6 Graded access road from firing lines to targets
- 5.3 300 Meter High Power Rifle and Metallic Silhouette Range (15 positions)
  - 5.3.1 Targets 10 foot centers
  - 5.3.2 Existing covered firing line at 300 meter
  - 5.3.3 Silhouette
  - 5.3.4 50, 100, 150 and 200 meter rails for rifle and handgun silhouette, small bore silhouette at 25, 50, 75 and 100 yards, and small bore field pistol silhouette
- 5.4 100, 50 Yard Rifle General Use Range (14 positions)
  - 5.4.1 Targets, 5 foot centers
  - 5.4.2 Shooting distance 25 meter, 50 meter, 75 yard and 100 meter
  - 5.4.3 Covered firing line with 20 benches, 6 foot centers. Benches used for center fire and rim fire. Area forward of benches used for junior rim fire line position shooting. (Junior prone position with firing line in front of benches with respective target lines at 50 and 100 yards)

- 5.5 50, 25 and 15 Yard Bullseye Handgun Range (18 positions)
  - 5.5.1 Positions spaced on 4 foot centers
  - 5.5.2 Pipes in ground for targets at 50 yards, turning targets at 25 and 15 yards
  - 5.5.3 Covered firing line with bench running the full length to hold gun boxes and accessories
- 5.6 50 Foot, 15 Yard Handgun Training Range (20 positions)
  - 5.6.1 Positions spaced on 4 foot centers
  - 5.6.2 Rail to hold targets and chicken wire target holders at 50 feet
  - 5.6.3 Pipes in ground, target holders at 15 yards
  - 5.6.4 Covered firing line with bench running the full length to hold gun boxes and accessories
- 5.7 Action Pistol Ranges: (6) 25 yard stages, 60 foot +/- wide, (2) 50 yard stages, 60 foot +/-wide – (1) 100 yard stage, (1) 25 yard fast draw wax bullet range
  - 5.7.1 Bays will be used for IDPA, IPSC and Cowboy Action Shooting. Suitable for State and Regional matches
  - 5.7.2 Movable paper and metal targets can be positioned as required by each stage designer and checked by a certified range safety officer
  - 5.7.3 Maximum shooting distance – 25 to 50 yard pistol, 25 to 100 yard rifle
  - 5.7.4 20 foot backstops
- 5.8 Trap and Skeet Shotgun Fields
  - 5.8.1 Provide 4 trap and skeet fields (2 combos exist)
  - 5.8.2 Five Stand Overlay
  - 5.8.3 15 Station Sporting Clays
- 5.9 Archery Ranges
  - 5.9.1 Static Archery Range

Static archery range is based on the USA Archery rules, it provides a 10 to 50 yard bulls eye range, an elevated 10 to 30 yard A.D.A. compliant range and an at grade 10 to 40 yard target range
  - 5.9.2 3-D Archery Walking Range

Field ranges are based on the National Field Archery Association course design. The basic unit of that design consists of 14 targets that are located in varying distances going from 20 feet to 80 yards. The 3-D animal range requires an area of approximately 12 acres. Terrain should consist of a mixture of flats and hills with trees and brush cover being utilized when available. The field, as shown, is schematic and needs to be established in the field.

## 5.10 Hunter Safety – Youth Education

5.10.1 Advanced Hunter Safety Course opportunities shall be provided in the pavilions close to the ranges and in the classroom. Shooting exercises for black powder, rim fire and center fire rifle, pistol and archery shall be performed on the correct range.

## 5.11 Range Trailer Removal

5.11.1 An existing 14'x70' foot trailer will be removed and a 7200 square foot steel manufactured building is proposed for the site.

## 5.12 Administration Building

5.12.1 7,200 square foot building with capacity to provide classrooms for 50 students, conference room and offices.

## 5.13 Existing Club House

5.13.1 Existing 1,500 square foot structure which may eventually be used by shot gun and archery enthusiasts. The structure contains a ladies and men's vault type rest room.

## 5.14 RV Camping Sites

5.14.1 Areas for RVs and camping provided in the vicinity of the Club House. To be used during large matches. Sites will include parking only, no water, sewer or electrical hook-ups.

## 5.15 Shelters and Storage Sheds

5.15.1 Provide shelters at action pistol range

5.15.2 Storage sheds or trailers shall be utilized, as required, by shooting discipline at action pistol bays, high power ranges and archery fields.

## 5.16 Pavilions

5.16.1 Each containing four (4) to eight (8) picnic benches - with a roof cover. Used for reloading, cleaning and picnicking during large matches.

## 6.0 WATER, SEWER, POWER SOURCE OPTIONS

### 6.1 Water Supply

Potable and non-potable water supply is a high priority improvement at the shooting complex. Potable water is necessary for drinking at shooting matches typically held during the summer months. Other anticipated uses include irrigation of trees and shrubs, toilet flushing, equipment cleaning, site cleaning and construction water. Schedule for providing water to the shooting complex is based upon cost. Three water source options are proposed for the shooting complex allowing construction to be phased as funding allows. The options include temporary water storage, groundwater and water line extension.

#### Temporary Water Storage

Water storage capacity for site irrigation or potable water supply during shooting events can be provided by potable water storage containers. These containers may include trailer mounted or ground level types. Trailer mounted types such as 500 gallon military "Water Buffaloes" allow for transport of water from Rawlins to the shooting complex. Ground level tanks would require booster pumps and access for filling from a trailer. Use of water storage containers would be limited to non-freezing periods during late spring, summer and early fall. Costs for water storage containers vary from \$500 to \$10,000 depending on size and options selected.

#### Groundwater

A groundwater well at the shooting complex may be capable of providing a reliable source for potable water. Several domestic water wells have been drilled near the shooting complex site and are shown in tabular form and on a map in Appendix F. Reported yield from the surrounding wells varies from 5 to 100 gallons per minute. A 5 gallon per minute well would supply the needs to the proposed club house, but would not supply continued irrigation. The water well would require a power source for pump operation as well as additional underground water lines to supply toilets, sinks, irrigation systems, etc. A cost estimate for water well is shown in Appendix D.

### Water Line Extension

A final option for potable water at the shooting complex is to construct a waterline extension from Rawlins. The closest potable water line lies on the north edge of Rawlins and is located near the intersection of Inverness Court and Darnley Road. Pipeline routing should be designed to provide the most economic benefit to the City of Rawlins and provide for future development North of Darnley Road. Easements would be necessary to facilitate construction of a water line extension between property owned by City of Rawlins and the Shooting Complex. Landowners in the general area described above include the following.

- Union Pacific Rail Road
- BLM
- Winifred Hickey
- CCSD #1

A cost estimate for a water line extension from the north edge of Rawlins is shown in Appendix D. Potable water line extension would require substantial capital funds to construct and may be viewed as long term goal for the shooting complex. A map showing a proposed pipeline alignment and land ownership is shown in FIGURE 2.

### 6.2 Sanitary Sewer Disposal and Collection

Currently the shooting complex employs the use of portable toilets at several on site locations and one permanent vault type toilet. Continued use of Portable toilets is suggested until funding is available for permanent vault type toilets. Proposed restroom locations at the Shooting Complex are shown on drawing G5. A cost estimate for portable toilets, vault type toilet, and vault waste removal is shown in Appendix D.

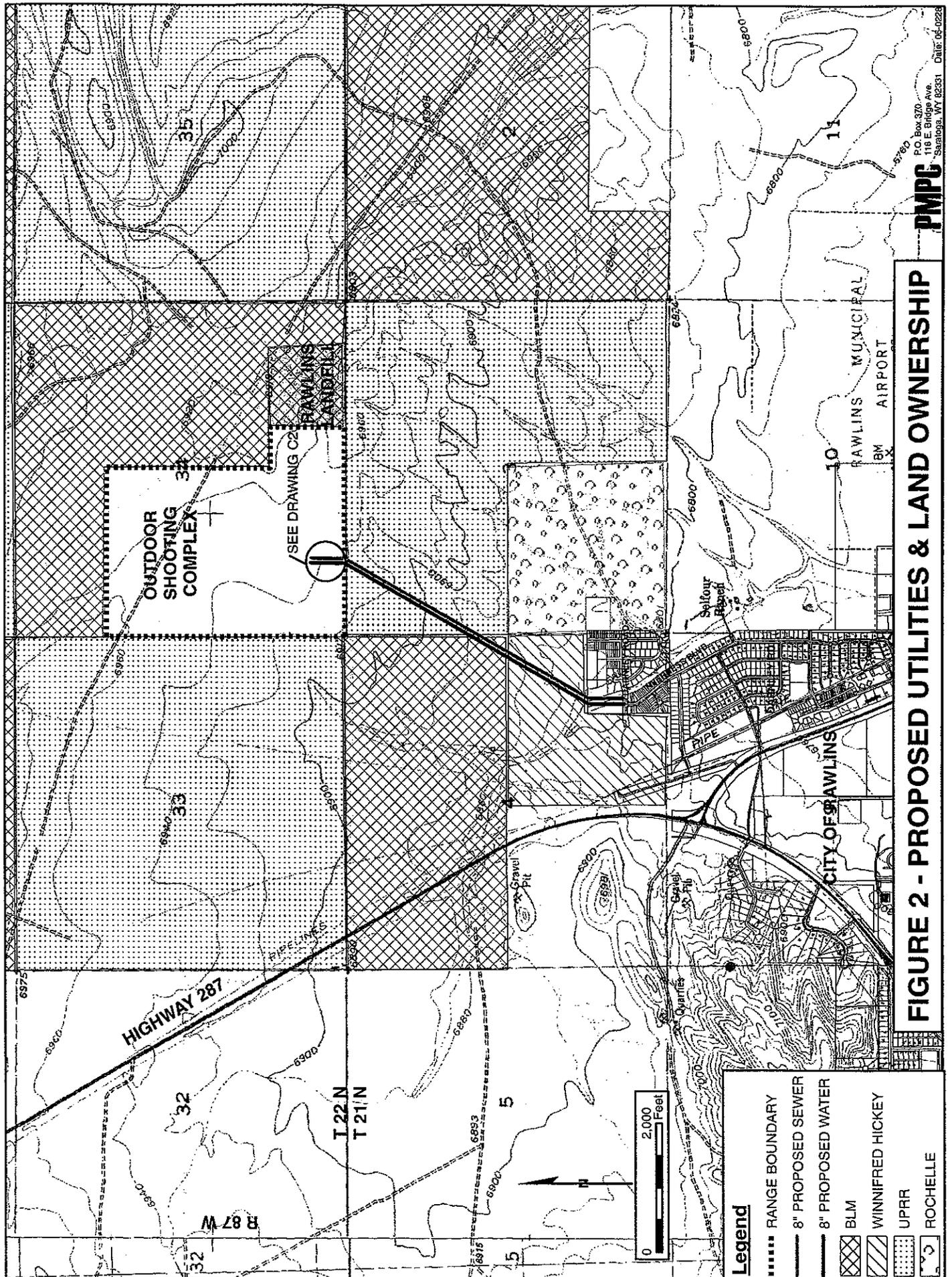
The proposed club house will require a waste water collection and treatment system. PMPC investigated the feasibility of installing a soil absorption wastewater system or septic system at the site of the proposed club house and found the site suitable for this type of waste treatment system. The proposed septic system was sized as an office building with 50 occupants; these values are based on the anticipated maximum number of participants in hunter safety courses. A cost estimate for septic system is shown in Appendix D.

A long term option and goal for handling wastewater from the shooting complex site includes a sewer line extension from the Rawlins. A sewer line extension from Rawlins would require a large capital investment. Justification for a sewer line extension requires increased use of the

shooting complex and future development in the area between Rawlins and the shooting range. Construction of a sewer line extension from the area North of Darnley Road would facilitate wastewater collection if said areas are developed, the shooting range would be the last connection on the line. A cost estimate for a sewer line extension is shown in Appendix D. A map showing a proposed pipeline alignment and land ownership is shown in FIGURE 2.

### 6.3 Power Line Extension

Currently, the power service to the range is 10 kW. If additional power requirements such as buildings, lighting and water well are constructed at the shooting complex an upgraded power service will be required. Extension of the power service would start from the power line located on the Rawlins landfill road and end near the proposed administration building. Estimated length of the power line extension is 500 feet. Single phase power and three phase power options are available, a water well pump, if constructed, would require three phase power. A cost estimate for a three phase power line extension is shown in Appendix D.



**FIGURE 2 - PROPOSED UTILITIES & LAND OWNERSHIP**

**PMPC**  
 P.O. Box 370  
 116 E. Bridge Ave.  
 Saratoga, WY 82331 Date: 06-02-23

## 7.0 FUNDING SOURCES

### 7.1 Local Funding Sources

#### 7.1.1 City of Rawlins

#### 7.1.2 Carbon County School District #1 Recreation Board

- John Brown – Board Director – 328-3643

#### 7.1.3 Local Industry – UPRR, BP America, Devon Oil, Texas El Paso

#### 7.1.4 Rawlins Range Advisory Board match – Labor and equipment

### 7.2 State Funding Sources

#### 7.2.1 Wyoming Army National Guard (WY ARNG)

- Innovative Readiness Training Program
- WY ARNG involvement not guaranteed
- Earth moving projects (backstop and berm construction)
- Requires description of needs and benefits to community
- Requires work plan to provide insurance to WY ARNG that only productive projects are selected. Master Plan would provide evidence that the work performed would be of benefit and value to the community.
- Requires detailed description of work to be done to include quantities of earth to be moved.
- Required Environmental Study/Assessment is performed prior to consideration by WY ARNG.
- Request must be submitted by non profit organizations such as the City of Rawlings.
- Project submittal requirements are attached in Appendix A.

#### 7.2.2 Public Shooting Range Funding

- Wyoming Legislature – 2005 House Bill 0271
- 2005 Bill defeated, passed House but not Senate
- Not reintroduced for February 2006 Budget Session
- May be reintroduced during the 2007 General Session
- Additional Information: <http://legisweb.state.wy.us/2005/HBIndex.HTM>
- Encourage RRAB to communicate with legislators, suggesting reintroduction of this bill in 2007
- Legislation would allocate 1.5 to 4.5 million dollars per year through grants to public shooting range projects in the State of Wyoming

- Legislative Sponsors:
  - A. Beckett Hinckley – House District #41
  - B. Ross Diercks – House District #2
  - C. Randall Luthi – House District #21
  - D. Layton Morgan – House District #12
  - E. Doug Samuelson – House District #7
  - F. Kit Jennings – Senate District #28

### 7.3 Additional Funding Sources

#### 7.3.1 National Rifle Association (NRA)

- Funding for education, range improvement and training
- Example application for grant is shown in Appendix B
- Additional Information: <http://www.nrafoundation.org/grants>
- Historical distribution of grant money is as follows:
  1. 65% Youth Programs
  2. 16% Range Development / Improvement
  3. 12% Training / Education / Safety
  4. 3% NRAF National Endowments
  5. 1% Wildlife & Natural Resource Conservation
- Wyoming NRA Field Representative
  - Dave Manzer
  - P.O. Box 456
  - Newcastle, WY 82701
  - 307-746-2520

**APPENDIX A**  
**WYOMING ARMY NATIONAL GUARD**



# State of Wyoming Military Department

## Office of the Adjutant General

5500 Bishop Boulevard  
Cheyenne, Wyoming 82009-3320

resent / FEB 06

TO: City of Rawlins  
c/o Mr. Joel Finch, PO Box 370, Saratoga FL 82331

17 January 2006

SUBJECT: Innovative Readiness Training Packet

Thank you for your interest in the Wyoming National Guard and Innovative Readiness Training program. We are always ready to assist communities and improve the quality of life in our state. Oversight of this program is by the Office of the Secretary of Defense for Reserve Affairs, and the approval authority is the Director of the Army or Air National Guard.

Civil-Military Innovative Readiness Training (IRT) is a partnership between community organizations and the military. The program is designed to assist civilians in addressing civic and community needs while simultaneously providing valuable "hands-on" readiness training for units and individual soldiers/airmen. The primary goal of IRT is training; the benefits provided to the community is *incidental* to that training. The overall purpose of IRT is to build upon the long-standing tradition of the Armed Forces acting as good neighbors at the local level, applying military personnel to assist worthy civic and community needs.

The civilian requestor-agency must ensure the following items are returned to this office for forwarding on to the National Guard Bureau for review, analysis, approval/disapproval, as appropriate; an official letter, engineering plans (if appropriate), proof of non-competence,:

1. A letter from an official of the eligible organization designating the project and requesting IRT assistance for the project. Details concerning the nature and scope of the assistance sought must be included in your correspondence. (If engineer-project, plans should be submitted at this time).
2. The ARNG Environmental Checklist, and other supporting environmental documentation as applicable to the specific project; such as: "*Class III Cultural Resource Inventory*"; a *professional engineer feasibility statement*; *conservation concern reports*; etc. et al. (ARNG Environmental Checklist is enclosed)
3. Proof of non-competition in the form of an advertised public notice adhering to state laws regarding Public Notice; and an Affidavit that Public Notice has run. (Examples enclosed)

Upon receipt of your written request, it will be staffed with appropriate command groups in our agency. You will be notified at the commencement of the "packet-process" and upon forwarding to the National Guard Bureau. We look forward to communicating with you regarding the Innovative Readiness Training program. You may direct correspondence to my attention at: WYARNG, DOMS, 5500 Bishop Blvd., Cheyenne, WY 82009-3320.

MARY SCHOFIELD  
1LT, AG, WYARNG  
Plans and Operations Specialist

Encl

# **State of Wyoming Military Department**

## **Office of the Adjutant General**

**SUBJECT:** Innovative Readiness Training packet timeline & additional information

1. The timeline for an IRT project, from initial request to completion, varies depending on the funding arrangement.

- a. **State funded.** The project is *not* funded by state monies, but through federal funds for training appropriated to the Wyoming Guard by National Guard Bureau. NGB is the oversight authority for IRT projects. An eligible entity can anticipate a minimum of 8 weeks for notice of approval on a completed packet. The project must be scheduled into a unit's training plan at least 12 months in advance of execution. Anticipate 14 months between request and execution; although packets have been approved in as little as 6 weeks for execution within the same fiscal year. Minimum wait times for packet approval is dependent upon supporting environmental documents provided by the IRT requestor.
- b. **Supplemental federal funding.** Certain IRT projects require additional federal monies to supplement a unit's ordinary training funds. These funds come directly from annual appropriations made by Congress and not specifically allocated to the Department of Defense. NGB requests the additional federal funding based upon a completed packet.

Anticipate 18 months between request and execution on supplemental funded IRT projects. Requestors must submit their completed IRT packet to the Wyoming Guard, not later than 20 December of the fiscal year preceding project execution date. Eligible packets will be presented for Secretary of Defense approval no later than 28 February of the fiscal year preceding the fiscal year of execution. (Eg. completed packet received in Feb. 2006, reviewed by April 2006, will likely execute in July 2007 – dependent on availability of resources.)

2. Additional information regarding packet construction:

- a. All correspondence should be submitted on official civic entity or non-profit company letterhead. Please detail your request to include specific actions, such as "grade, fill, cut" (if an engineering/road construction project). If you are able to list other details, such as landowner identity; reclamation plans; and how this project will benefit the community, please do so.
- b. For non-governmental entities, submit documentation verifying your non-profit status, (i.e. Articles of Incorporation, Organization By-laws, and IRS Nonprofit Designation Letter, Form 501-C-3). The project scope must not compete with for-profit entities.
- c. IRT concerns or questions may be directed to the Plans and Operations Specialist at (307)772-5111.

3. **Examples of Public Notice advertisements are attached**, for your reference & usage.

**NOTICE TO CONSTRUCTION CONTRACTORS,  
LABOR UNIONS, AND PRIVATE INDIVIDUALS**

The (*Project Requestor*) intends to solicit help from the (*State*) Army National Guard under an Innovative Readiness Construction Assistance Program. The project assistance will be for construction assistance to (*Project Description*). No local funds are available to complete this project without National Guard assistance. Local contractors, labor union organizations or private individuals who have questions or who wish to voice opposition of the National Guard's assistance regarding this project may contact (*Project Requestor name and Contact Info*) no later than (*Date*). Persons not filing comments within the timeframe noted will be considered to have waived their objections to the participation of the (*State*) Army National Guard in this project.

**IMMUNIZATIONS AND HEALTH SCREENINGS**

The (*Project Requestor*) has requested the assistance of the (*State*) Army National Guard to provide medical assistance under the Innovative Readiness Training program. The medical services are provided are no cost to the requesting organization, and without the assistance of the (*State*) Army National Guard, the (*Project Requestor*) would be unable to complete this project. Any organization or individual interested in conducting the listed medical services or having objections to the (*State*) Army National Guard's provision of the services can submit comments to (*Project Requestor Name and Contact Info*) no later than (*Date*). Persons not filing comments within the timeframe noted will be considered to have waived their objections to the participation of the (*State*) Army National Guard in this project.

**NOTICE TO TRANSPORTATION CONTRACTORS,  
LABOR UNIONS, AND PRIVATE INDIVIDUALS**

The (*Project Requestor*) intends to solicit help from the (*State*) Army National Guard under an Innovative Readiness Transportation Assistance Program. The project assistance will be for transportation assistance to (*Project Description*). No local funds are available to complete this project without National Guard assistance. Local contractors, labor union organizations or private individuals who have questions or who wish to voice opposition of the National Guard's assistance regarding this project may contact (*Project Requestor name and Contact Info*) no later than (*Date*). Persons not filing comments within the timeframe noted will be considered to have waived their objections to the participation of the (*State*) Army National Guard in this project.

Example of  
Engineer Project  
Public Notice  
Advertisement

Example of  
Medical Project  
Public Notice  
Advertisement

Example of  
Transportation Project  
Public Notice  
Advertisement

## Instructions for Civilian Requestors

When you run the Public Notice Advertisement, it must be advertised for a minimum period of one ad per week, for a two-week period in a publication of general circulation (the local daily newspaper is the most preferred). This will provide local contractors, labor unions, and individuals the opportunity to address questions or opposition to National Guard participation in your Innovative Readiness Training request. You will need to provide the names, addresses and phone numbers of any individual(s), company or organization that is opposed to the National Guard's participation in the project and how you resolved the objection (if applicable). You must also provide a statement even if you receive no inquiries or objections.

After the ad has run, you must request a notarized affidavit of publication from the publishing agency and draft a response indicating what response (if any) was received from the ad. When these are complete, forward both of them to your National Guard IRT Manager.

### Example of A Non-Response Letter

HHARNG  
ATTN: IRT  
1234 Main Street  
Anytown, HH 54321

Dear MAJ Minor,

Please be advised that we have not received any responses to the Public Notice Advertisement which was published in the Anytown Times on February 14<sup>th</sup> and 21<sup>st</sup> of 2001, and in the Town Daily Gazette on February 17<sup>th</sup> and 24<sup>th</sup> of 2001.

I also spoke with the advertising offices of both newspapers, and they advised me that they have not received any responses to the advertisements as well.

Sincerely,  
Joseph Civilian

### Example of A Response Letter

HHARNG  
ATTN: IRT  
1234 Main Street  
Anytown, HH 54321

Dear MAJ Minor,

Please be advised that we have received a response to the Public Notice Advertisement which was published in the Anytown Times on February 14<sup>th</sup> and 21<sup>st</sup> of 2001, from Mr. David Somebody, (999)555-4444. I spoke with him on Feb 28<sup>th</sup> 2001, concerning the Anytown IRT project and informed him that this project is being done with no available funds, and without the National Guard's assistance, we would not be able to complete the project. After I explained the process to him, he understood fully and now has no objections to the Guard's participation.

Sincerely,  
Joseph Civilian

# ARNG ENVIRONMENTAL CHECKLIST

Enter information in the areas shaded yellow.

## PART A- BACKGROUND INFORMATION

**1. PROJECT NAME**

**2. PROJECT NUMBER**

**3. DATE CHECKLIST COMPLETED**

**4. Description of the proposed action:**

**5. START DATE (dd-mmm-yy):**

**6. END DATE (dd-mmm-yy):**

**7. STATE/ORGANIZATION:**

**8. SERVICE COMPONENT:**

**9. ADDRESS:**

**10. PROPONENT/UNIT NAME:**

**11. POC:**

**12. PROPONENT/UNIT ADDRESS:**

**13. COMM VOICE:**

**14. COMM FAX:**

**15. DSN VOICE:**

**16. DSN FAX:**

**17. EMAIL:**

**18. PROJECT ADEQUATELY ADDRESSED UNDER A SEPARATE ENVIRONMENTAL REVIEW?**  YES  NO

**If YES, fill out and attach copy of the decision document:**

**DOCUMENT TITLE:**

**REVIEWING AGENCY:**

**DATE OF REVIEW (dd-mmm-yy):**

## PART B- HISTORICAL INFORMATION

**1. Is the agency undergoing, or undergone, legal action for NEPA issues?**  YES  NO

**2. Has the National Guard conducted training or accomplished construction on this site previously?**  YES  NO

**3. Are there any known contentious environmental issues currently associated with the site?**  YES  NO

Explain any **YES** answers.

**4. Has the proposed type of equipment (tracked or wheeled) been operated on the site before?**  YES  NO

**If NO, what NEPA document covers the new action? Provide copy if requested.**

**DOCUMENT TITLE:**

**PREPARING AGENCY:**

**DATE (dd-mmm-yy):**

**5. Describe the environmental setting, including past and present use of the site. Attach an *Environmental Baseline Study* (EBS) for all real estate transactions, if applicable.**

## PART C- DESCRIPTION OF PROPOSED PROJECT/ACTION

**Include a map with the site clearly marked**

**1. The proposed action will involve (check all that apply):**

<input type="checkbox"/> Training activities/areas	<input type="checkbox"/> Construction	<input type="checkbox"/> Reorganization/Restoration
<input type="checkbox"/> Maintenance/Repair/Rehabilitation	<input type="checkbox"/> Lease or License	<input type="checkbox"/> Environmental Programs/Inspections
<input type="checkbox"/> Environmental Baseline Study Preparation	<input type="checkbox"/> Other (Explain):	

**2. Has any related real estate action been addressed in a separate environmental document within the last 5 years?**  YES  NO

**If YES Document Title:**

**Date (dd-mmm-yy):**

**3. Description and Location of Proposed Site:**

**4. How is the site currently zoned?**

<input type="checkbox"/> Residential	<input type="checkbox"/> Commercial	<input type="checkbox"/> Industrial	<input type="checkbox"/> Park
<input type="checkbox"/> Other (Explain):			

5. Briefly describe the surrounding area land uses (i.e., undeveloped, recreation, residential, etc):

6. Provide distances to environmentally sensitive areas:

TYPE	Distance	Unit	TYPE	Distance	Unit
1. Wetlands			5. Unique Farmland		
2. Wilderness area			6. Wild/Scenic River		
3. Class 1 Air Control Area			7. Coastal Zones		
4. Sole-source Aquifer			8. Floodplain		

**PART D- ENVIRONMENTAL IMPACT ANALYSIS**

**1. AIR**

- a. Is this proposed action in a non-attainment area?  YES  NO
- b. Will this proposed action produce air emissions, introduce smoke, dust, suspended particles, or noxious gasses into the air, which will deteriorate air quality?
 

During construction	<input type="checkbox"/> YES	<input type="checkbox"/> NO
During normal operations after construction completed	<input type="checkbox"/> YES	<input type="checkbox"/> NO
- c. Will this proposed action produce objectionable odors or smoke?
 

During construction	<input type="checkbox"/> YES	<input type="checkbox"/> NO
During normal operations after construction completed	<input type="checkbox"/> YES	<input type="checkbox"/> NO
- d. Will this proposed action cause particulate or cause dust to migrate beyond the project site boundaries?
 

During construction	<input type="checkbox"/> YES	<input type="checkbox"/> NO
During normal operations after construction completed	<input type="checkbox"/> YES	<input type="checkbox"/> NO
- e. Will this proposed action require permits in accordance with a *States Implementation Plan (SIP)* for stationary sources, such as heating/cooling plants?
 

During construction	<input type="checkbox"/> YES	<input type="checkbox"/> NO
During normal operations after construction completed	<input type="checkbox"/> YES	<input type="checkbox"/> NO
- f. Will this proposed action expose sensitive receptors (threatened/endangered plants/animals or children) to pollutants.
 

During construction	<input type="checkbox"/> YES	<input type="checkbox"/> NO
During normal operations after construction completed	<input type="checkbox"/> YES	<input type="checkbox"/> NO

Explain any **YES** answers and/or planned mitigation here.

**2. TRAFFIC**

- a. Will this proposed action result in generation of or increase in aircraft activity/traffic?  YES  NO
- b. Will this proposed action result in the generation of or increase in vehicular traffic?  YES  NO
- c. Will this propose action use and/or construct unimproved roads?
 

During construction	<input type="checkbox"/> YES	<input type="checkbox"/> NO
During normal operations after construction completed	<input type="checkbox"/> YES	<input type="checkbox"/> NO

Explain any **YES** answers and/or planned mitigation here. Include aircraft types, number of sorties, and schedule of flights if applicable.

### 3. NOISE

a. Will this proposed action result in an increase in noise levels? During construction  YES  NO  
During normal operations after construction completed  YES  NO

b. Is this proposed action close to any civilian community where noise might affect the population (add any not listed in spaces provided)?  YES  NO

TYPE	Distance	Unit	TYPE	Distance	Unit
1. Residence/Home			5. Library		
2. Church			6. Wilderness Area		
3. School					
4. Hospital					

c. Will this proposal involve aircraft?  YES  NO

d. Will this proposal involve night (10 pm to 7 am) operations? During construction  YES  NO  
During normal operations after construction completed  YES  NO

If YES, specify minimum altitudes, no flight area(s), and flight times for aircraft operations.

### 4. EARTH

a. Will this proposed action result in long-term disruptions, displacements, compaction, or overcoming of soil, a permanent change in topography, or ground surface relief features?  YES  NO

b. Will this proposed action result in long-term increase in wind or water erosion of soils on or off the site after construction?  YES  NO

Explain any YES answers.

### 5. NATURAL RESOURCES

NOTE- You must submit a letter, survey, study, explanation, or phone record from a **subject matter expert** within the ARNG Environmental Programs Division or a federal or state regulatory/management agency to support all answers to this section.

a. Will this proposed action change the diversity or numbers of any species including mammals, birds, reptiles, amphibians, fish, trees, shrubs, grasses, crops, microflora, or aquatic plants?  YES  NO

b. Will this proposed action introduce non-native species of plants or animals into the area?  YES  NO

c. Will this proposed action reduce the number of any listed, proposed, or candidate for the threatened, unique, rare, or endangered species of plants or animals or their habitat?  YES  NO

d. Will this proposed action create barriers to prevent the migration or movement of animals?  YES  NO

e. Will this proposed action deteriorate, alter, or destroy existing fish or wildlife habitat?  YES  NO

f. Will this proposed action deplete any non-renewable natural resources?  YES  NO

g. Will this proposed action alter, destroy, or significantly impact environmentally sensitive areas (wetlands, coastal zones, etc.)  YES  NO

Explain any YES answers.

### 6. LAND USE

a. Will this proposed action alter the present land use of the site?  YES  NO

b. Who owns the property?  Federal/DoD  State  City/Town/County  Private  
 Other (Explain):

c. Does this proposed action involve a real estate action?	<input type="checkbox"/> YES	<input type="checkbox"/> NO
(1) Has an Environmental Baseline Survey (EBS) been completed?	<input type="checkbox"/> YES	<input type="checkbox"/> NO
(2) Require an increase of acreage/amendment to an existing lease or license?	<input type="checkbox"/> YES	<input type="checkbox"/> NO
(3) Require new purchase of additional acres using federal, state, or other funds?	<input type="checkbox"/> YES	<input type="checkbox"/> NO
(4) Require a new lease, license, and/or land use permit for this acquisition?	<input type="checkbox"/> YES	<input type="checkbox"/> NO
(5) Replace or dispose of existing facilities?	<input type="checkbox"/> YES	<input type="checkbox"/> NO

Explain any **YES** answers.

**7. SOLID WASTE**

a. Will this proposed action generate solid wastes that must be disposed of on or off site?	<input type="checkbox"/> YES	<input type="checkbox"/> NO
---	------------------------------	-----------------------------

Explain a **YES** answer.

**8. HAZARDOUS WASTE**

a. Will this proposed action generate hazardous waste?	<input type="checkbox"/> YES	<input type="checkbox"/> NO
--	------------------------------	-----------------------------

b. Will this proposed action store and/or prepare for the disposal of hazardous waste or materials?	During construction	<input type="checkbox"/> YES	<input type="checkbox"/> NO
	During normal operations after construction completed	<input type="checkbox"/> YES	<input type="checkbox"/> NO

c. Does the proposed action require a permit to accumulate hazardous waste or materials at the site?	During construction	<input type="checkbox"/> YES	<input type="checkbox"/> NO
	During normal operations after construction completed	<input type="checkbox"/> YES	<input type="checkbox"/> NO

d. Does the proposed action have an increased risk for explosion, spill or the release of hazardous waste or materials (including but not limited to pesticides, chemicals, or radiation)?	During construction	<input type="checkbox"/> YES	<input type="checkbox"/> NO
	During normal operations after construction completed	<input type="checkbox"/> YES	<input type="checkbox"/> NO

e. Will the proposed action require the presence of trained HAZMAT personnel to handle and dispose of hazardous and/or toxic waste/materials?	During construction	<input type="checkbox"/> YES	<input type="checkbox"/> NO
	During normal operations after construction completed	<input type="checkbox"/> YES	<input type="checkbox"/> NO

f. Will the proposed action involve the opportunity for hazard minimization and recycling?	During construction	<input type="checkbox"/> YES	<input type="checkbox"/> NO
	During normal operations after construction completed	<input type="checkbox"/> YES	<input type="checkbox"/> NO

Explain any **YES** answers.

g. Do you have a plan describing procedures for the proper handling, storage, use, disposal, and cleanup of hazardous and/or toxic materials?	During construction	<input type="checkbox"/> YES	<input type="checkbox"/> NO
	During normal operations after construction completed	<input type="checkbox"/> YES	<input type="checkbox"/> NO

Explain any **NO** answers.

**9. WATER**

a. Will the proposed action change currents or the course or direction of water movements in marine or fresh waters?	<input type="checkbox"/> YES	<input type="checkbox"/> NO
--	------------------------------	-----------------------------

b. Will the proposed action discharge sediments, liquids, or solid wastes into surface waters, or alter the surface water quality?	During construction	<input type="checkbox"/> YES	<input type="checkbox"/> NO
	During normal operations after construction completed	<input type="checkbox"/> YES	<input type="checkbox"/> NO

c. Will the proposed action change the quality and/or quantity of ground waters, either through direct additions or withdrawals or through interception of an aquifer by cuts or excavations?		<input type="checkbox"/> YES	<input type="checkbox"/> NO
d. Does the proposed action have the potential to accidentally spill hazardous or toxic materials in or near a body of water?	During construction	<input type="checkbox"/> YES	<input type="checkbox"/> NO
	During normal operations after construction completed	<input type="checkbox"/> YES	<input type="checkbox"/> NO
e. Does the proposed action have the need for spill prevention and contingency measure development (SPCC and/or ISCP)?	During construction	<input type="checkbox"/> YES	<input type="checkbox"/> NO
	During normal operations after construction completed	<input type="checkbox"/> YES	<input type="checkbox"/> NO
f. Will the proposed action construct facilities or implement actions within floodplains and/or wetlands? <b>Attach appropriate (404) permits.</b>	During construction	<input type="checkbox"/> YES	<input type="checkbox"/> NO
	During normal operations after construction completed	<input type="checkbox"/> YES	<input type="checkbox"/> NO
g. Does the proposed action require a discharge permit?		<input type="checkbox"/> YES	<input type="checkbox"/> NO
h. Does the proposed action involve the construction of a water or wastewater treatment system (oil water separators, grease traps, etc)?		<input type="checkbox"/> YES	<input type="checkbox"/> NO

Explain any **YES** answers.

## 10. CULTURAL RESOURCES

a. Has the proposed site, at which the ground disturbing action will take place, been surveyed for cultural resources?		<input type="checkbox"/> YES	<input type="checkbox"/> NO
b. Will the proposed action change the character or use of any historical property eligible for or listed in the National Register of Historic Places (i.e. historic buildings, cemeteries, etc.)?		<input type="checkbox"/> YES	<input type="checkbox"/> NO
c. Do you have any federally recognized tribe(s) located or culturally affiliated with your state?		<input type="checkbox"/> YES	<input type="checkbox"/> NO
d. Will the proposed action impact any resource of significance to Native American tribes?		<input type="checkbox"/> YES	<input type="checkbox"/> NO

Explain any **YES** answers.

## 11. POPULATION

a. Will the proposed action alter the location, distribution, density, or growth rate of the human population of an area?		<input type="checkbox"/> YES	<input type="checkbox"/> NO
b. Will the proposed action affect children? Reference: Executive Order 13045	During construction	<input type="checkbox"/> YES	<input type="checkbox"/> NO
	During normal operations after construction completed	<input type="checkbox"/> YES	<input type="checkbox"/> NO
c. Are there any Environmental Justice issues associated with the proposed action? Reference: Executive Order 12898.		<input type="checkbox"/> YES	<input type="checkbox"/> NO

Explain any **YES** answers.

## 12. INFRASTRUCTURE

a. Will the proposed action result in the need for new systems or substantial alterations to the following utilities:

- |   |                              |                             |
|---|------------------------------|-----------------------------|
| (1) Electrical power, fossile fuel or other (specify):    | <input type="checkbox"/> YES | <input type="checkbox"/> NO |
| (2) Drinking water?                                       | <input type="checkbox"/> YES | <input type="checkbox"/> NO |
| (3) Wastewater treatment (is this permitted at site)?     | <input type="checkbox"/> YES | <input type="checkbox"/> NO |
| (4) Sewer collection system (is this permitted at site)?  | <input type="checkbox"/> YES | <input type="checkbox"/> NO |
| (5) Wash racks?   | <input type="checkbox"/> YES | <input type="checkbox"/> NO |
| (6) Solid waste disposal (is this permitted at the site)? | <input type="checkbox"/> YES | <input type="checkbox"/> NO |

Explain any YES answers.

## PART E- INNOVATIVE READINESS TRAINING

Skip this portion if this is not an Innovative Readiness Training Project

### 1. REQUESTER INFORMATION

a. REQUESTER NAME:		b. TITLE:	
c. AGENCY NAME:			
d. AGENCY ADDRESS:			
e. COMM VOICE:		f. COMM FAX:	g. DSN VOICE:
h. DSN FAX:		h. EMAIL:	
j. TYPE: <input type="checkbox"/> FEDERAL <input type="checkbox"/> STATE <input type="checkbox"/> LOCAL/MUNICIPAL <input type="checkbox"/> YOUTH/CHARITABLE			
k. SUPPORT TYPE REQUESTED:		<input type="checkbox"/> ENGINEER	<input type="checkbox"/> TRANSPORTATION
		<input type="checkbox"/> COMMUNICATION	<input type="checkbox"/> TECH ASSISTANCE
		<input type="checkbox"/> ADMINISTRATIVE	<input type="checkbox"/> CEREMONIAL
		<input type="checkbox"/> OTHER (SPECIFY):	<input type="checkbox"/> LOGISTICAL
			<input type="checkbox"/> PARADE

### 2. ASSIGNED UNIT INFORMATION (Filled out by assigned National Guard unit)

a. UNIT ASSIGNED PROJECT:		b. SERVICE COMPONENT:	
c. UNIT ADDRESS:			
d. PROJECT OFFICER		RANK:	NAME:
e. SITE VISIT DATE (dd-mmm-yy):			

f. PROJECT ASSESSMENT (Give detailed assessment of project requirements. Review project requirements against the screening criteria in Section 651.29 of 32 CFR Part 651. If the project qualifies for a Categorical Exclusion, indicate the Categorical Exclusion code).

g. ESTIMATED NUMBER OF HOURS REQUIRED TO COMPLETE PROJECT:		h. PERSONNEL REQUIRED:	OFFICER	ENLISTED
--	--	------------------------	---------	----------

**PART F - DETERMINATION**

a. Does the proposed action have the potential to degrade the quality of the environment, or curtail the diversity of the environment?  YES  NO

b. Does the proposed action have the potential for cumulative impacts on environmental quality when the effects are combined with those of other federal/state actions or when the action is of lengthy duration?  YES  NO

c. Does the proposed action have environmental effects that will cause substantial adverse effects on human or the natural environment either directly or indirectly?  YES  NO

**A YES answer to any of these questions requires the preparation of one of the following. On the basis of this initial evaluation, prepare (check one):**

- An **Environmental Baseline Survey (EBS)** and a new checklist once the EBS is completed.
- A **Record of Environmental Consideration (REC)**
- An **Environmental Assessment (EA)**
- A **Notice of Intent (NOI)** to prepare an **Environmental Impact Statement (EIS)**

Concurrence:

\_\_\_\_\_  
Signature of Proponent (Requester)

\_\_\_\_\_  
Director, Environmental Programs

\_\_\_\_\_  
Typed Name of Proponent (Requester)

\_\_\_\_\_  
Typed Name/Rank of Director

\_\_\_\_\_  
Date Signed

\_\_\_\_\_  
Date Signed

Remarks:

## RECORD OF ENVIRONMENTAL CONSIDERATION

**1. PROJECT NAME**

**2. PROJECT NUMBER**

**3. DATE CHECKLIST COMPLETED**

4. START DATE (dd-mmm-yy):

5. END DATE (dd-mmm-yy):

6. CHOOSE ONE OF THE FOLLOWING:

- An existing **Environmental Assessment** adequately covers the scope of this project.  
EA Date (dd-mmm-yy): \_\_\_\_\_ Conducted By: \_\_\_\_\_
- An existing **Environmental Impact Statement** adequately covers the scope of this project.  
EIS Date (dd-mmm-yy): \_\_\_\_\_ Conducted By: \_\_\_\_\_
- After reviewing the screening criteria, this project qualifies for a **Categorical Exclusion** (select one below).  
Categorical Exclusion Code:  ▼  
*See 32 CFR Part 651 App B*
- This project is exempt from NEPA requirements under the provisions of:  
Cite superseding law: \_\_\_\_\_

\_\_\_\_\_  
Signature of Proponent (Requester)

\_\_\_\_\_  
Typed Name of Proponent (Requester)

\_\_\_\_\_  
Date Signed

Concurrence: \_\_\_\_\_

\_\_\_\_\_  
Signature of Landowner

\_\_\_\_\_  
Typed Name of Landowner

\_\_\_\_\_  
Date Signed

Concurrence: \_\_\_\_\_

\_\_\_\_\_  
Director, Environmental Programs

\_\_\_\_\_  
Typed Name/Rank of Director

\_\_\_\_\_  
Date Signed

Concurrence: \_\_\_\_\_

\_\_\_\_\_  
Signature of Commander

\_\_\_\_\_  
Typed Name of Commander

\_\_\_\_\_  
Date Signed

Concurrence: \_\_\_\_\_

\_\_\_\_\_  
Signature of Facilities Division

\_\_\_\_\_  
Typed Name/Rank of Facilities Officer

\_\_\_\_\_  
Date Signed

Concurrence: \_\_\_\_\_

\_\_\_\_\_  
Signature of Plans & Operations

\_\_\_\_\_  
Typed Name/Rank of Plans & Operations Officer

\_\_\_\_\_  
Date Signed

**APPENDIX B**  
**NATIONAL RIFLE ASSOCIATION FOUNDATION**



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NRA Foundation Home    Grants

Home

NRA Foundation Endowment To:

State Fund Grants

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Eligible Applicants

## Wyoming

Ineligible Applicants

Project Eligibility

**Dates subject to change without notice. Please contact your NRA/Field Representative to verify all information prior to submitting grant application.**

Restrictions on Funding

Post-Disbursement Req

Grants Spotlight

**WY**

**NRA Field Representative**

National Grants

Dave Manzer

P.O. Box 456

Newcastle, WY 82701-0456

307-746-2520

**Application Deadline:** Oct. 1 (annually)

**State Fund Committee Meeting Date:** 11/18/06

Applicants are required to submit 1 full copy of the completed application, plus 23 copies of pages 1-4 and the budget worksheet.

[Click here to return to the search again.](#)



**The NRA FOUNDATION, INC.**  
GRANT APPLICATION



<b>State Fund Committee Use ONLY!</b>		
SFC Meeting Date: _____	Approved: _____	Denied: _____
SFC Chairman: (Signature) _____	Amount: _____	

APPLICANT INFORMATION

<b>I. ORGANIZATION INFORMATION</b>			
Applicant Organization: _____			
<small>NOTE: Boy Scout troops must specify their sponsoring organization or council as primary organization</small>			
Mailing Address: _____			
City: _____	State: _____	Zip: _____	County: _____
Web Address of your organization: _____			
Contact Name: _____		Title: _____	
Contact Mailing Address: _____			
City: _____	State: _____	Zip: _____	County: _____
Telephone #: _____		Fax: _____	E-mail address: _____
EIN/Tax ID Number: _____ - _____		State Tax Exempt # _____	
Is the organization classified by IRS as a 501 (c)(3) organization? Yes _____ No _____			
(If so, please attach a copy of the IRS determination letter).			
Amount Requested: _____		Total Project Budget: _____	
Project Start Date: _____		Project End Date: _____	
Make Check Payable To: _____			
Project Title: _____			

The purpose of the grant as outlined in this application is related to the following IRS 501 (c)(3) area (Select One) (you must support your selection in the application documentation).



How many people do you anticipate will benefit from this project?

*If unknown, please make an estimate (Circle One)*

0-50	51-150	151-300	301-500	Over 500
------	--------	---------	---------	----------

*If partially funded will this project still move forward?* YES NO (PLEASE CIRCLE ONE)  
*If no, have you contacted other organizations for funding?* YES NO (PLEASE CIRCLE ONE)

Please list any other organizations providing funding for this project. Are any sources of funding listed contingent on any event or award?

**Amount of Support:**      **Organization:**

- |    |    |
|----|----|
| 1) | 1) |
| 2) | 2) |
| 3) | 3) |

Has your organization received any other grants or funding from The NRA Foundation or the NRA within the last five (5) years? (Grant, Loan, Etc.) YES NO (PLEASE CIRCLE ONE)

*If so, please explain.*

Has a final report been filed for this grant? YES NO (PLEASE CIRCLE ONE)

\*\*\*Failure to file reports for previous grants will delay further processing.

**III. EVALUATION**

Describe the criteria to be used in determining the success and impact of this project. What do you want to happen as a result of this project? How will you measure the impact.

**IV. BUDGET** (Please use form provided)

A complete, detailed, budget worksheet must be attached, listing all costs for this project (equipment, supplies, printing, publishing, construction and miscellaneous other expenses). Please be specific.

**V. RECOGNITION** (photos, newspaper articles, signs, etc.)

If awarded this grant, how will you recognize The NRA Foundation for their support?

**VI. AUTHORIZATION**

*I (we) hereby certify that the information contained in this grant application is accurate. Further, I (we) will abide by the requirements of any grant provided by The NRA Foundation, Inc.*

*Program/Project Coordinator*

*Signature:*

*Date:*

# PROPOSAL CHECKLIST

- |   |
|---|
| <input type="checkbox"/> 1) Completed and Signed Application Form                         |
| <input type="checkbox"/> 2) Completed Budget Worksheet ( <i>green form</i> )              |
| <input type="checkbox"/> 3) 501( c )(3) determination letters (if applicable)             |
| <input type="checkbox"/> 4) EIN/TAX ID Number   |
| <input type="checkbox"/> 5) Signed Consideration Agreement ( <i>yellow form</i> )         |
| <input type="checkbox"/> 6) Completed and Signed W9 Form                                  |
| <input type="checkbox"/> 7) Organization s By Laws or Rules of Conduct                    |
| <input type="checkbox"/> 8) Organization s financial statement                            |
| <input type="checkbox"/> 9) List of organization s officers/Board of Directors            |
| <input type="checkbox"/> 10) Signatures on all forms                                      |
| <input type="checkbox"/> 11) <b><u>RANGE RELATED GRANTS ONLY!</u></b>                     |
| <b>*** 3 Letters of Support MINIMUM</b>   |
| <b>*** Copy of Lease Agreement if range or land is not owned by applying organization</b> |
| <input type="checkbox"/> 12) <b>KEEP A COPY OF COMPLETE APPLICATION FOR YOUR RECORDS</b>  |

Forward your completed application package to your respective NRA Field Representative or designee.

NRA Field Representative/Designee



Revised: November, 2005

## CONSIDERATION AGREEMENT

<b>Applicant Organization:</b>
<b>Contact Name:</b>
<b>Mailing Address:</b>
<b>City/State/Zip:</b>

In consideration of being considered for the award of an NRA Foundation State Committee Fund grant, the undersigned hereby agrees to the following terms and conditions. In the event that the NRA Foundation awards such a grant, the terms and conditions herein shall remain in full force and effect until such time as all requirements of the grant have been fully and completely satisfied.

The following conditions are attached to and govern the distribution and use of the grant:

1. The grant is to be used solely for the purposes as set forth in the application.
2. All expenditures from this grant must be used only within the terms and conditions of the said grant.
3. Funds not used or committed for the specified purpose of the grant or not used or committed within any time limit specified in the grant request, shall be returned to the Foundation. In addition, if the applicant organization dissolves, disbands, or otherwise ceases to exist or ceases to utilize any property or equipment obtained through this grant for the purpose for which it was awarded, then the applicant shall contact the NRA Foundation to arrange disposal or transfer of any usable property or equipment obtained with funds awarded under this grant.
4. The Grantee shall furnish written reports as to the progress and conclusions reached with respect to projects and activities financed by the grant, including a summary of funds expended.
5. Any violation of the conditions set forth herein will permit the Foundation to terminate any and all further distributions to the Grantee whether or not such distributions have been properly promised or pledged.
6. Grant funds shall not be used to attempt to influence legislation nor contribute to any political campaign on behalf of any candidate for public office, nor shall nor shall any funding awarded to an applicant be used for payment of administrative fees, office overhead, or other similar charges.

7. It is expressly understood that the Grantee takes full and complete responsibility in carrying out this project, that the Grantee holds The NRA Foundation harmless from any and all liability relating to the effectuation of this grant and further, that the Grantee shall indemnify The NRA Foundation from any claims made or actions taken, as a result of this grant.

8. It is expressly understood that The NRA Foundation has made this grant based upon the information provided by the applicant/Grantee and that The NRA Foundation shall not be held responsible for the consequences resulting from the making of this grant.

9. Publicity associated with the presentation of this grant in the form of photos, video, or news articles, may be utilized by The NRA Foundation at its discretion for promotion of the Friends of NRA or other NRA Foundation programs. The recipient organization and its members, guests of employees pictured, filmed or quoted as a result of this public relations opportunity, will release The NRA Foundation from any liability with the reproduction of this material. If a grant is awarded, the applicant agrees to place a sign in an appropriate location in recognition of The NRA Foundation's grant award.

10. This Agreement shall be governed and construed under the applicable laws of the Commonwealth of Virginia. Any action arising under, or relating to this Agreement, or the breach hereof, shall be brought only in a federal or state court situated in either the County of Fairfax or the City of Alexandria in the Commonwealth of Virginia, and the parties hereby submit and consent to the exercise of personal jurisdiction over them by such courts for the purpose of any such action.

Acknowledgement of your agreement to the terms and conditions set forth in this herein letter must be made by a duly authorized officer of the Grantee as provided below. Please execute the original and return with your application.

**AUTHORIZED OFFICER SIGNATURE:** \_\_\_\_\_ **DATE** \_\_\_\_\_

**TITLE:** \_\_\_\_\_

**IF THE NRA FOUNDATION APPROVES THIS GRANT:**

**MAKE CHECK PAYABLE TO:** \_\_\_\_\_

In compliance with IRS regulations, please enclose the following documents with your signed grant application:

- a) Employer Identification Number (EIN) \_\_\_\_\_
- b) Copy of IRS 501(c) determination letter if grantee is a charitable organization.
- c) Completed W9 form as required by IRS Code.

**Note:** The W9 form must be on file before a grant check will be issued.

# BUDGET WORKSHEET

*Applicant:*

*Contact:*

*Address:*

*City/State/Zip:*

*Phone:*

Description of Item	Cost/Item	# of Items	Total Cost
1			
2			
3			
4			
5			
6			
7			
8			
9			
10			



# The NRA Foundation, Inc.

## Guidelines For Application Submission

November, 2004

The following guidelines govern the award of all State Fund Committee grants made under the auspices of the *Friends of NRA* program. Please read this entire document prior to completing a grant application. These guidelines supersede all previous rules governing the application for, and award of NRA State Fund Committee grants.

**I. GENERAL PROVISIONS.** The NRA Foundation, Inc. ("NRA Foundation") was established as a District of Columbia corporation in 1990 and has been recognized by the Internal Revenue Service as a 501(c)(3) tax-exempt organization. Contributions to The NRA Foundation are tax-deductible to the extent allowed by law. Funds raised by The NRA Foundation, and particularly funds raised through *Friends of NRA* events, support a variety of firearms-related public interest projects and activities of organizations. Fifty percent of the net proceeds raised from *Friends of NRA* events in a given state are earmarked by The NRA Foundation to support qualified, eligible charitable projects at the grassroots level in that state. These funds are available to qualifying organizations or groups through NRA Foundation State Fund Committee Grants. Recommendations for funding recipients are made by the State Fund Committee to The NRA Foundation's Board of Trustees for final approval.

Grants are awarded to qualifying projects or activities that promote firearms and hunting safety; enhance the marksmanship skills of those participating in the shooting sports; educate the general public about firearms in their historic, technological, and artistic context; or contribute to the general well being of the public at large. NRA Foundation State Fund Committee (State Fund Committee) grants benefit a variety of constituencies including children, youth, women, individuals with physical disabilities, gun collectors, law enforcement officers, hunters, and competitive teams.

**II. STATE FUND COMMITTEES.** State Fund Committee Members are appointed pursuant to, and governed by, Operational Procedures for *Friends of NRA*. In general, one State Fund Committee shall be appointed to represent the interests of each state or region. The committee shall review and recommend for approval by The NRA Foundation Board of Trustees, projects from groups or organizations in the state/region who have submitted grant applications to The NRA Foundation for grants from a *Friends of NRA* State Fund. A State Fund Committee shall be made up of qualified individuals appointed by The NRA Foundation from individuals nominated by *Friends of NRA* committees.

In reviewing grant applications, State Fund Committees will apply the following criteria and recommend to the Foundation's Board of Trustees only projects conforming to these guidelines. All other applications will be rejected or returned to applicants.

**III. ELIGIBLE APPLICANTS.** >Eligible group is any organization, association or other entity, whether formally incorporated or not, that has, as a minimum, a unique federal employer identification number (EIN) issued by the Internal Revenue Service. Eligible organizations or groups may apply for an NRA Foundation State Fund Committee grant for a qualifying project or activity.

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

**Ineligible Applicants:** The following organizations are not eligible for grants:

- \* Political candidates or organizations
- \* Labor organizations
- \* State Fund Committees

- \* *Friends of NRA* committees
- \* Private business/private enterprise
- \* Other organizations or groups that have not been assigned federal employer identification number by the Internal Revenue Service. (A signed copy of IRS Form W-9 disclosing this number must be included with all applications.)

**IV. PROJECTS/ACTIVITIES ELIGIBLE FOR FUNDING.** Grant requests must conform to, and foster the purposes set forth in The NRA Foundation's Articles of Incorporation. These purposes are as follows:

- ▶ To promote, advance and encourage firearms and hunting safety.
- ▶ To educate individuals, including the youth of the United States, with respect to firearms and firearms history and hunting safety and marksmanship, as well as with respect to other subjects that are of importance to the well being of the general public.
- ▶ To conduct research in furtherance of improved firearms safety and marksmanship facilities and techniques.
- ▶ To support activities of the National Rifle Association of America, but only to the extent that such activities are in furtherance of charitable, educational or scientific purposes within the meaning of section 501(c)(3) of the Internal Revenue Code of 1986, as amended, or any similar provision subsequently enacted.
- ▶ To engage in any other activity that is incidental to, connected with, or in advancement of the foregoing purposes and that is within the scope of allowable purposes under 26 U.S.C. §501(c)(3).
- ▶ Law Enforcement Agencies seeking funding in the following areas: Tuition for all NRA training classes; Purchase of Portable Defibrillators for use in patrol cars; Purchase and training of K-9 dogs (to be used for drug detection, bomb detection and search and rescue; Purchase of Individual Body armor; Purchase of "Quic-Clot" (new product for traumatic injury/bleeding - currently in testing phase- recommended for all patrol units); Purchase of Tire spikes - used to stop and puncture tires; Maintenance of, and purchase of Supplies for Police ranges - multi-agency use; Purchase of Individual Traffic safety vests; Purchase of Chemical/biohazard suits; and Purchase of Robots. Other types of projects will be considered on a case by case basis.

Allowable 501(c)(3) purposes or categories are limited to projects which are or include: *Charitable, Scientific, Testing for public safety, Literary, Educational, or Fostering National or International Amateur Sports Competition (cannot include the provision of athletic facilities or equipment).* **EACH APPLICATION MUST SPECIFY WHICH PURPOSE OR CATEGORY THE PROPOSED PROJECT FURTHERS. Any application which fails to state an allowable 501(c)(3) purpose will not be considered for funding.**

**V. RESTRICTIONS ON FUNDING.** The following activities or projects are not eligible for funding:

- \* Projects which confer a private benefit upon the members of the applying club or group. (Restricted to a particular club or group only).
- \* Deficit financing. (Payment for something already purchased or reimburse for an event that has already taken place).
- \* Projects for commercial ventures. (Private business).
- \* Projects which require membership in the NRA or in the applying club or group. (NOTE: Organizations may be private or open only to members, PROVIDED that the project or activity for which funding is sought is open to the public). Applications must

demonstrate and document some measurable public benefit to be eligible for funding.

\* Applications from organization or groups that have not submitted final reports for previously awarded grants.

\*In addition, the following limitations / restrictions apply to grants which are otherwise eligible for funding:

\*Funding cannot be given for competitions requiring NRA or other club or association membership. In addition, although grants may be sought for the purpose of fostering national or international amateur sports competition, grant awards cannot be made for the purpose of providing facilities or equipment to be used in such competitions.

**VI. A SPECIAL NOTE ON APPLICATIONS FROM GUN CLUBS AND RANGES.** Applications from sportsman's clubs and ranges will be evaluated and treated in the same manner as applications from any other entities. Proposed projects must be in furtherance of an allowable 501(c)(3) activity as set forth in paragraph IV above. This is particularly important in light of the very real potential for a determination by the Internal Revenue Service that a private benefit has been conferred upon members of the club or range. Applications from clubs or ranges requesting improvements to ranges must have unassailable documentation that the project will benefit the public at large. Applications for range or club improvements must contain letters from such organizations as the Boy Scouts, Cub Scouts, 4-H, FFA, law enforcement, ROTC or other military units, recognized charities, or other agencies or groups stating that those agencies or groups regularly use the range or club at no charge for training or educational purposes and that the improvements sought are necessary and required for those agencies or groups to continue to utilize the facilities. Applicants must provide a minimum of three (3) such letters attesting to the public use of the range or facility or the application for funding will be denied. Applicants are encouraged to provide a letter from each such group or organization which uses the facilities.

Applications from clubs or ranges that describe how the project will benefit club members or NRA members or potential members will be categorically rejected. A statement on an application such as ►this project will improve the reputation of the club thereby helping to recruit new members► is the very essence of conferring a private benefit and, consequently, is strictly prohibited by the Internal Revenue Service.

**VII. COMPLETING THE APPLICATION.** All applications for State Fund Committee grants must be submitted on official NRA Foundation Grant Application forms. These application forms are available from NRA Field Representatives or from The NRA Foundation as well as attached to the NRA Foundation web site. All requested information must be provided at the time of application including public use letters for projects involving range improvements, IRS W-9 forms, EIN/TAX ID Number, and a signed consideration agreement. Please feel free to contact the Grant Manager with questions about qualifying projects. In order for grant applications to be promptly considered by the NRA Foundation, they must be received by the State Fund Committee Secretary prior to the application deadline set for that state. Applications are reviewed and recommended for approval by the State Fund Committee utilizing the guidelines contained herein. All applications recommended for approval by the State Fund Committee will be transmitted by the State Fund Committee Secretary in one package to **The NRA Foundation, ATTN: Sandy Elkin, Grant Manager, 11250 Waples Mill Road, Fairfax, VA 22030.**

Prior to transmitting applications to the Foundation, State Fund Committees review each application to insure it has been completed properly and that all supporting / required documentation is attached.

Refer to the FINAL CHECKLIST attached to the application form to insure all required documents are included. Applications which do not contain all required information, forms, attachments or signatures will not be considered for funding.

**VIII. FINAL REVIEW/APPROVAL PROCESS.** Once applications have been recommended for approval by the State Fund Committee and transmitted to the NRA Foundation, the following review process will be conducted:

\*No funding will be awarded to an applicant for payment of administrative fees, office overhead, or other similar charges.

\*The Foundation *does not* approve multi-year funding of projects. Requests must be submitted for consideration each year and, the fact that funds were awarded in one year shall not be construed as a guarantee of funding in subsequent years.

*Step 1:* Applications undergo a thorough review by the grant manager and/or by legal counsel to assure both applicants and projects are eligible for funding under current IRS rules and regulations. Eligibility determinations made by NRA Foundation attorneys shall be deemed final.

*Step 2:* If warranted, the applications may be referred for additional review or comment to an appropriate NRA Foundation department.

*Step 3:* Upon completion of in-house review, projects deemed not to meet eligibility criteria will be returned to the State Fund Committee Secretary. Applicants will be notified that the project has not qualified for funding. State Fund Committee revenue earmarked for such non-qualifying projects will then be credited back to the appropriate state fund and made available to other applicants.

*Step 4:* Qualifying projects are submitted by mail ballot to The NRA Foundation Board of Trustees for final approval on an ongoing basis. A majority vote is required to approve a grant.

*Step 5:* Following affirmative vote of the Board of Trustees, the Grant Manager will notify the applicant that the grant has been approved and request a check from the Foundation Treasurer's Office. Applicants generally receive the check within sixty days of notification that the grant has been approved. Included with the grant check will be a Final Report form which must be completed and returned (see section IX).

**IX. POST-DISBURSEMENT REQUIREMENTS.** Regulations adopted by the Internal Revenue Service require that The NRA Foundation continue to account for the use of grant monies by the grant recipient. All organizations or groups awarded grants by the NRA Foundation must complete and return, to the Grant Manager upon completion of the project or activity, a Final Report detailing and accounting for how the grant funds were spent. Grant funds may only be expended in furtherance of the project documented on the grant application. Final Reports should be as complete as possible and include receipts for items purchased with grant funds. Any unused funds must be returned to the Foundation and may not be retained for further use.

Failure to submit the Final Report on a timely basis or expending grant funds for purposes other than those for which they were sought will preclude the award of further grants to the grant recipient. In addition, the NRA Foundation reserves the right to, and will demand return of grant funds which were not spent for the purposes for which the grant was awarded. Such a demand may include the initiation of legal proceedings, where appropriate, to recover misused funds. Unused grant funds should be returned to the NRA Foundation so that they may be made available to other applicants.

Thank you for your interest in the NRA Foundation's State Fund Committee grant program. Your cooperation and compliance with the above guidelines will help ensure that the grant program is operated in strict compliance with requirements of federal laws governing the operation of charities. Should you have any question regarding this program, please call the NRA Foundation at 1 (703) 267-1131, or write to:

The NRA Foundation, Inc.  
ATTN: Grant Manager  
11250 Waples Mill Road  
Fairfax, VA 22030

1-800-423-6894

[www.nrafoundation.org](http://www.nrafoundation.org)

OR

[selkin@nrahg.org](mailto:selkin@nrahg.org)



The  
**NRA** Foundation  
*Teach Freedom.*

**APPENDIX C**  
**REGIONAL RANGE DEMAND**

# REGIONAL RANGE DEMAND

for the

## RAWLINS OUTDOOR SHOOTING COMPLEX Rawlins, Wyoming

prepared for

City of Rawlins



prepared through

**PMPC**

118 E. Bridge Avenue  
Saratoga, WY 82331  
[pmpc@pmpc-eng.com](mailto:pmpc@pmpc-eng.com)

prepared by



**C. VARGAS & ASSOCIATES, LTD.**  
Consulting Engineers

5121 Bowden Road, Suite 103  
Jacksonville, Florida 32216  
[cvargas@cvaltdcom](mailto:cvargas@cvaltdcom)

MARCH 2006

## **Estimating Range Demand**

*According to the National Shooting Sports Foundation's (NSSF) Facility Development Series #5, So You Want to Build a Shooting Range.*

Estimating the proposed firing range's demand is a multi-step process according to NSSF's methodology. First one must identify the Marketing Area – the area surrounding the proposed facility that customers will come from. Next, establish the Total Monthly Market – the total number of customer visits available from the marketing area. A percentage of that total market will visit your range and a percentage will visit other ranges in the area. The percentage that visits your range is the Market Share.

### **Determining the Marketing Area**

The Marketing Area is the geographic area that the range customers will come from. NSSF studies indicate most customers travel 45 minutes or less to participate in target shooting, with the average customer traveling 34 minutes. With this in mind, your marketing area would be everyone who lives within a 45-minute drive of the proposed facility. Wyoming is a sparsely populated state. We have chosen a marketing area equal to a circle with a radius of 75 miles. Appendix A shows the estimated total population from zip codes approximately 75 miles from Rawlins. The estimate total population is then entered on Table 1 to compute the Total Monthly Market available.

### **Determining Total Monthly Market**

The estimated Total Monthly Market for the proposed facility is computed in Table 1, is arrived at by multiplying the total population (Appendix A – Total Range Accessible Population) in the market area by an NSSF calculated “factor” that represents an average number of times people go shooting per month, nationally.

NSSF developed that factor from information contained in the National Sporting Goods Association (NSGA), American Sports Data (ASD) and NSSF's participation and latent demand surveys. NSSF divided the number of times people went shooting in the United States by the total number of people in the general population to arrive at a number of shooting trips per person (the factor). This factor is a national average.

Table 1 shows the total monthly market population multiplied by the factor for each shooting discipline. The result is the Total Monthly Market Population available to the proposed range location.

### **Market Share**

Market share is the percentage of the total market that will participate at the proposed facility. Two things affect the market share: 1) The availability of other places to shoot and 2) The degree to which the proposed facility will be able to successfully compete against the other places to shoot. The availability of other places to shoot is the easiest to determine. We assume this facility will capture 100% of the market share because it is currently the most complete range in the area.

**TABLE 1: TOTAL MONTHLY MARKET**

<u>SHOOTING TYPE</u>	<u>POPULATION</u>	<u>FACTOR</u>	<u>TOTAL MONTHLY MARKET</u>
HANDGUN	16,232	x 0.0420 =	682
RIFLE	16,232	x 0.0358 =	581
TRAP	16,232	x 0.0207 =	366
SKEET	16,232	x 0.0163 =	265
SPORTING CLAYS	16,232	x 0.0100 =	162

**Facility Sizing**

To estimate the size of the facility required to meet the estimated demand, we utilize the factor of how many participants can be accommodated per hour as developed by NSSF.

The following assumptions were used and are based on the experience of range owners as compiled by NSSF:

- Each handgun shooter will stay at a position for 45 minutes
- Each rifle shooter will stay at a position for 1.5 hours
- One trap field can accommodate 20 participants per hour
- One skeet field can accommodate 12 participants per hour
- One (15-position) sporting clays course will handle 50 participants per hour

To calculate the number of customers that the facility can accommodate per shooting position or field, refer to Table 2. Assume the range will be open 8 hours per day for the entire month and then multiply that number by the indicated "peak use adjustment". This is a factor calculated by NSSF and others to account for the heavier range use on weekends. The results are shown in Table 2 under column "CUSTOMERS ACCOMMODATED PER POSITION/FIELD".

**TABLE 2: ESTIMATE OF CUSTOMERS PER POSITION/FIELD**

<u>TYPE OF SHOOTING</u>	<u>TOTAL MONTHLY HOURS OF OPERATION</u>	<u>PEAK USE ADJUSTMENT</u>	<u>CUSTOMERS ACCOMMODATED PER POSITION/FIELD</u>
HANDGUN	243	x 1.8 =	437
RIFLE	243	x 0.9 =	219
TRAP	243	x 12.0 =	2,916
SKEET	243	x 7.2 =	1,750
SPORTING CLAYS	243	x 3.0 =	729

The CUSTOMERS ACCOMMODATED PER POSITION/FIELD numbers are then entered in Table 3 below. Also entered is the TOTAL CUSTOMER MARKET from Table 1 where indicated. The monthly CUSTOMER Market is divided by the CUSTOMERS ACCOMMODATED PER POSITION/FIELD. This results in the estimated number of shooting positions, fields, or stations required to handle the estimated demand.

**TABLE 3: RANGE DEMAND - CURRENT SIZE REQUIREMENTS**

<u>TYPE OF SHOOTING</u>	<u>TOTAL MONTHLY MARKET</u>	<u>CUSTOMERS ACCOMMODATED PER POSITION/FIELD</u>	<u>ESTIMATED REQUIRED SIZE</u>
<u>RIFLE / PISTOL</u>			
HANDGUN	682 /	437	2 positions
RIFLE	581 /	219	3 positions
TRAP	366 /	2,916	1 field
SKEET	265 /	1,750	1 field
SPORTING CLAYS	162 /	729	1 station

NOTE: *Sporting clays should be treated slightly different. Building more stations than recommended by this equation can be a distinct marketing advantage. The wider range of target presentations allowed by the greater number of stations will keep customers interested for a longer period of time.*

## **February 2005 Range Use Survey**

The Rawlins Range Advisory Board surveyed 298 citizens in February 2005. The following results were recorded:

- 92% are aware of the shooting facility, 8% are not. This indicates a slight opportunity to increase use through advertising.
- Respondents state that 29% utilize the facilities and 71% do not.
- Of the facility users, 50% indicate they use rifles, 39% use pistols, 45% use shotgun, 11% black powder and 16% are archers, indicating that many shooters shoot more than one discipline, since the total number of users is greater than the total sampled..
- 29% of the non-shooters are willing to learn rifle, 15% pistol and 10% shotgun. Shotgun shooters prefer trap shooting by 56%.
- Other disciplines that are practiced are 3 and 4 position small bore rifle, sporting clays and buffalo silhouette.

The Programmed Space document (Section 5) will take into account the survey results.

### **Proposed Program for Local Population**

The proposed recommendations are based on the required support elements for parking, storage and shelters to support the shooting range programs. The completed shooting complex will support a future population demand of approximately 67,000. Construction of the proposed improvement projects should be phased to provide facilities as they are needed. Basis of need can be quantified by population growth and increases in use of the facility.

## **APPENDIX A**

**APPENDIX A  
TOTAL RANGE  
ACCESSIBLE POPULATION**

<u>Zip Code</u>	<u>City / Town</u>	<u>State</u>	<u>Population</u>
82301	Rawlins	WY	8538
82331	Saratoga	WY	1726
82334	Sinclair	WY	423
82325	Encampment	WY	443
82325	Riverside	WY	59
82327	Hanna	WY	873
82329	Medicine Bow	WY	274
82324	Elk Mountain	WY	192
82321	Baggs	WY	348
82323	Dixon	WY	79
82083	Rock River	WY	235
82336	Wamsutter	WY	261
82322	Baroil	WY	97
	Other	WY	2684
		Total	16232

**APPENDIX D**  
**IMPROVEMENT PROJECT COST ESTIMATE**

**C. VARGAS & ASSOCIATES, LTD.**  
 Consulting Engineers  
**COST ESTIMATE**

PROJECT TITLE: Rawlins Outdoor Shooting Complex  
 General Cost Breakdown - 2006 Costs

PROJECT NO. 05011-01  
 DATE: February 8, 2006

PREPARED BY: Mike Barlow

ESTIMATED BY: Mike Barlow

PAGE NUMBER	PROGRAM SPACE NUMBER	DESCRIPTION	ESTIMATED AMOUNT
1	5.1	900-1000 Yard Hi-Power Rifle Range	\$369,000
2	5.2	600 Yard Hi-Power Rifle Range	\$90,000
3	5.3	300 Meter Hi-Power Rifle Range	\$40,000
4	5.4	100-50 Yard Rifle General Use Range	\$91,000
5	5.5	50, 25 and 15 Yard Bullseye Handgun Range	\$61,000
6	5.6	50Ft, 15 Yard Handgun Range	\$104,000
7	5.7	Action Pistol Range	\$163,000
8	5.8	Trap & Skeet Shotgun Fields	\$347,000
9	5.8	Sporting Clay's Field	\$433,000
10	5.9	Static Archery Range	\$54,000
11	5.9	Elevated Archery Range	\$68,000
12	5.9	3-D Archery Range	\$14,000
13		Truck Access Road	\$72,000
14		Perimeter Road	\$81,000
15		Range Lighting	\$47,000
16		Miscellaneous Summary and Administration Building	\$1,122,000
17		Water Line Extension	\$564,000
18		Water Well	\$61,000
19		Power Line Extension	\$18,000
20		Vault Toilet	\$51,000
21		Septic System	\$11,300
22		Sewer Line Extension	\$573,000
		<b>TOTAL</b>	<b>\$4,435,000</b>











**C. VARGAS & ASSOCIATES LTD**  
**Consulting Engineers**  
**COST ESTIMATE**

PROJECT TITLE: Rawlins Outdoor Shooting Complex

PROJECT NO:

05011101

PROGRAM SPACE NUMBER: S.63 SDE1 15 Yard Handgun Range

DATE: February 8, 2006

SHEET 6 OF 22

PREPARED BY: Mike Follow

ESTIMATED BY: Mike Follow

ITEM #	DESCRIPTION	ESTIMATED QUANTITY	UNIT	UNIT PRICE	ESTIMATED AMOUNT
1	Berm Excavation	1,159	C.Y.	\$5.00	\$5,800
2	Shooting Shed	869	S.F.	\$48.00	\$41,800
3	Concrete H.C. Parking	1,224	S.F.	\$3.10	\$3,800
4	Gravel Road	333	S.Y.	\$7.30	\$2,500
5	Gravel Parking	736	S.Y.	\$7.30	\$5,400
6	Backstop 20' High (fill)	4,103	C.Y.	\$3.00	\$12,400
7	Ballistic sand	283	C.Y.	\$8.00	\$2,300
8	Individual Picnic Shelter	2	EA	\$2,538.00	\$5,100
9	Shooting Bench	7	BAY	\$85.00	\$600
10	Sitting Bench	7	BAY	\$85.00	\$600
11	Storage Shed	1	EA	\$7,210.00	\$7,300
	<b>SUB TOTAL</b>				<b>\$87,600</b>
	Miscellaneous 15%				\$13,200
	Engineering - Earthwork, Road				\$3,200
	<b>TOTAL</b>				<b>\$104,000</b>

**C. VARGAS & ASSOCIATES, LTD.**  
 Consulting Engineers  
**COST ESTIMATE**

PROJECT TITLE: Rawlins Outdoor Shooting Complex

PROJECT NO. 05011401

PROGRAM SPACE NUMBER 57: Action Pistol Range

DATE: February 8, 2006

SHEET 7 OF 22

PREPARED BY: Mike Furlow

ESTIMATED BY: Mike Furlow

ITEM #	DESCRIPTION	ESTIMATED QUANTITY	UNIT	UNIT PRICE	ESTIMATED AMOUNT
1	Berm Excavation	1,914	C.Y.	5.00	\$9,600
2	Shooting Shed (2)	1,490	S.F.	48.00	\$71,600
3	Concrete H.C. Parking	1,224	S.F.	3.10	\$3,800
5	Gravel Road	1,178	S.Y.	7.30	\$8,600
6	Gravel Parking	736	S.Y.	7.30	\$5,400
7	Side Berms (fill)	3,047	C.Y.	3.00	\$9,200
8	Backstop 20' High (fill)	4,874	C.Y.	3.00	\$14,700
9	Ballistic sand	235	C.Y.	8.00	\$1,900
	<b>SUB TOTAL</b>				<b>\$124,800</b>
	Miscellaneous 15%				\$18,800
	Engineering - Earthwork, Road				\$18,800
	<b>TOTAL</b>				<b>\$163,000</b>

























**COST ESTIMATE**

PROJECT TITLE: Rawlins Outdoor Shooting Complex  
Vault Toilet - 2006 Costs

PROJECT NO: 7043 (65)

DATE: February 8, 2006

SHEET 20 OF 22

PREPARED BY: JDI

ESTIMATED BY: JDI

ITEM #	DESCRIPTION	ESTIMATED QUANTITY	UNIT	UNIT PRICE	ESTIMATED AMOUNT
	<b>Vault Toilet</b>				
1	Single Vault Toilet	3	EA	\$9,500	\$28,500
2	Freight	3	L.S.	\$2,200	\$6,600
3	Crane for Setting	3	L.S.	\$1,000	\$3,000
4	Excavation, Backfill, Site Preparation	3	L.S.	\$2,000	\$6,000
	Sub-Total				\$44,100
	Miscellaneous 15%				\$6,700
	<b>Total</b>				<b>\$51,000</b>
	<b>* Vault Waste Removal - Annual Cost</b>				
1	Pumping Fee	3000	GALLON	\$0.20	\$600
2	Dumping Fee	3	EA	\$25	\$75
3	Mileage Fee	100	EA	\$1.25	\$125
	<b>Total</b>				<b>\$1,000</b>
	<b>* Portable Toilet - Annual Cost</b>				
1	Portable Toilet Rental	3	EA	\$600	\$1,800
	(Based on May through October Rental)				
	<b>Total</b>				<b>\$2,000</b>

\* - Not Included in General Breakdown





**APPENDIX E**  
**TABLE 1A**



**APPENDIX F**  
**ADJACENT WATER WELL DATA AND MAP**

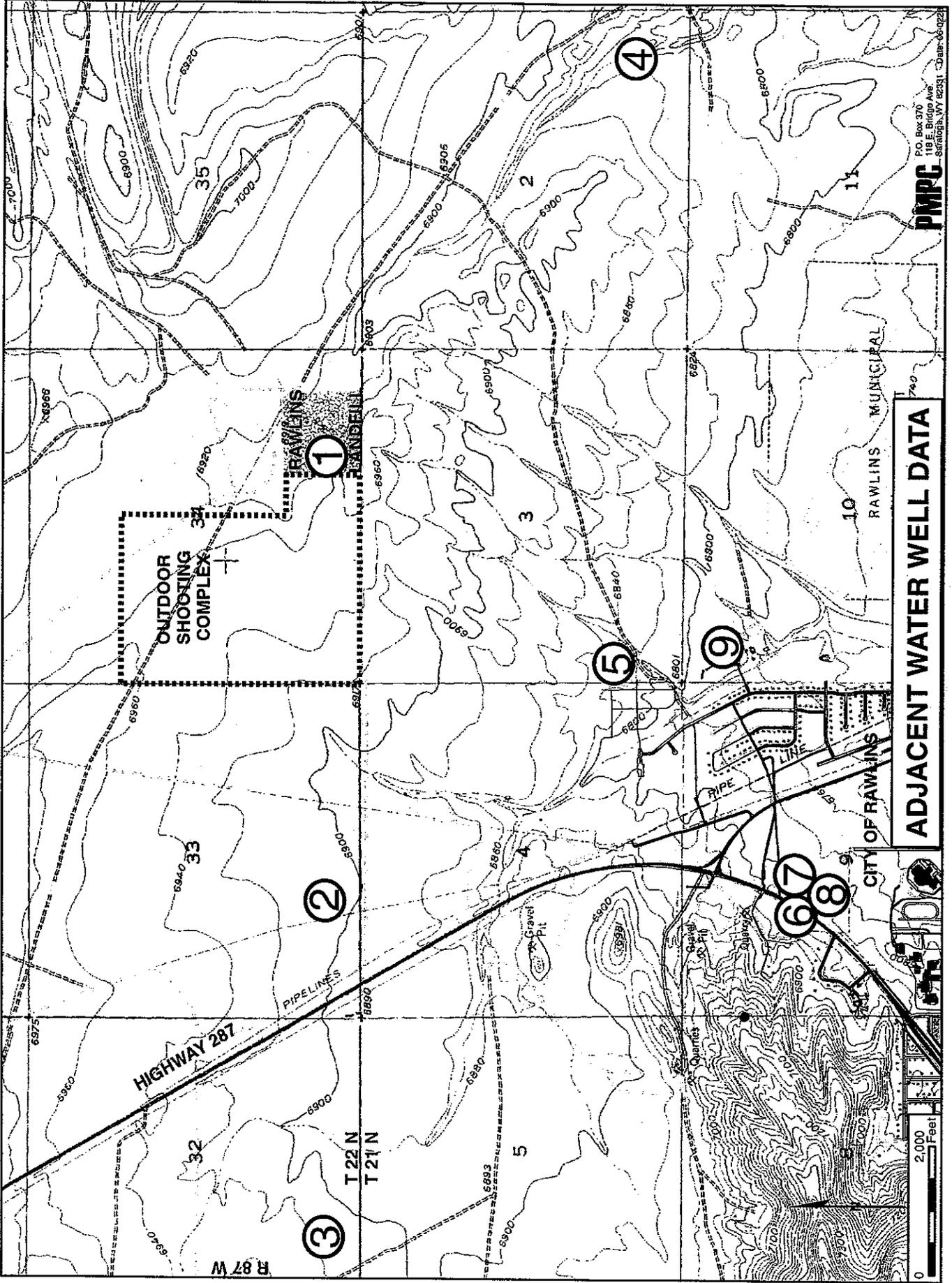
**ADJACENT WATER WELL DATA**

Job No: 7043.051  
By: JDF

No.	Well Permit No.	Applicant	Township	Range	Section	QtrQtr	Priority	Well Name	Well Depth (ft.)	Yield (gpm)	Uses
1	P100006W	City of Rawlins	22N	87W	34	SWSE	8/10/1995	RBF #1	180	5	MIS
2	P1920W	Daniel and Cecelia Wilson	22N	87W	33	SWSW	3/23/1967	Wilson #1	206	6	MIS, DOM
3	P44169W	Elmer G. Peterson	22N	87W	32	SWSW	7/11/1978	DANA #1	200	25	DOM, STO
4	P29551W	Overland Trail Land & Cattle	21N	87W	2	SESE	4/11/1975	Tuttle #3	1440	25	DOM, STO
5	P82487W	First Southern Baptist Church	21N	87W	3	SWSW	5/21/1990	Praise #1	310	25	MIS
6	P344W	Theodore Thomas Omelia	21N	87W	9	SENW	4/14/1956	Sissie #1	110	4	DOM
7	P345W	Theodore Thomas Omelia	21N	87W	9	SENW	5/4/1960	Sissie #2	110	-	DOM
8	P513W	Theodore Thomas Omelia	21N	87W	9	SENW	3/27/1961	Sissie #3	146	100	DOM
9	P10461W	RA Sheller / Bess Sheller	21N	87W	10	NWNW	5/26/1965	Sheller #1	190	7	DOM

**Notes:**

- MIS- Miscellaneous
- DOM- Domestic
- STO- Stock



**PMRC**

P.O. Box 370  
118 E. Bridge Ave.  
- Saratoga, WY 82301 - Data: 86-022

**ADJACENT WATER WELL DATA**

