

THE AMERICAN LEGION

DEPARTMENT OF MINNESOTA

JUNIOR SHOOTING SPORTS PROGRAM

STANDARD OPERATING PROCEDURES

1. **PURPOSE:** To establish guidance for the conduct of the Department of Minnesota Junior Shooting Sports Program (JSSP). To provide guidance for districts and posts on how to establish or sponsor a JSSP. Provide rules to ensure a single standard for competition within the program and establish guidance for the presentation of awards in the name of the program or the American Legion.
2. **GOALS:** The program goals are to provide an opportunity for young people to learn firearms safety and basic marksmanship IAW the National Standard Three-Position Air Rifle Rules. To introduce the shooting sports to community members and educate them about shooting. To provide shooting competitions **at no cost** for existing and beginning shooting programs to promote Olympic style shooting. To use the shooting sports as a vehicle to help young people develop discipline, concentration, sportsmanship, and responsibility.
3. **INTENT:** This SOP is intended to guide districts and posts in how to establish a JSSP locally. Provide all districts and posts that sponsor competitors in the Department JSSP or that intend to offer competitions where American Legion medals and certificates will be awarded, rules on competition standards, so as to not lessen the value of the awards.
4. **AUTHORITY TO ESTABLISH RULES:** The American Legion is a member of the National Three-Position Air Rifle Council and the Department JSSP will conduct its operations in accordance with said rules. The National Three-Position Air Rifle Council rules are intended to ensure that all competitors and coaches have the same rules govern all competitions in which they participate.
5. **APPLICATION OF RULES:** The Department JSSP will conduct all air rifle competitions IAW the National Standard Three-Position Air Rifle Rules. Any district or post that conduct or sponsor an air rifle competition will ensure the use of the same rules. Any district or post that plans on presenting American Legion shooting medals and certificates as awards in their match will need to contact the Department JSSP Chairman for sanctioning of such competitions. To conduct an air-rifle match at the district or post level, Commanders will ensure an American Legion Post sponsor each individual or team and that a Department JSSP Affiliation Form is on file with the JSSP Chairman. This rule is needed to ensure American Legion shooting medals and certificates are awarded using the same standards.
6. **SAFETY:** Range safety will be IAW paragraph 2.0 of the National Standard Three-Position Air Rifle Rules (NSTPARR).
7. **APPROVING AUTHORITY:** Department Commander

8. HOW TO START A PROGRAM.

- a. Identify Your Leadership. The shooting club leader will need to be qualified to instruct the basics of gun safety and marksmanship. Qualification to instruct can be obtained by completing a NRA, CMP or USA Shooting Instructor/Coach certification course. The following site is recommended: www.odcmp.com/CoachingResources.htm
- b. Affiliate with the Department Junior Shooting Sports Program. Simply complete the application form and return it to the address on the form. Affiliation will automatically place your program on the Department JSSP mailing list.
- c. Check your insurance coverage. It is critically important that you make certain that your Post has liability coverage if you are going to be conducting marksmanship instruction at your Post home. If you plan on locating the operation of your club in some other facility, you will need to check their insurance coverage. If your Post coverage is not adequate, you may wish to look into an additional rider to your Post policy or investigate some specific shooter's coverage.
- d. One of the great advantages of firing air rifles is that the range can be set up just about anywhere. Most meeting areas in most Post homes can serve as an air rifle range. Depending on the number of firing points you wish to have, there are some minimum requirements. (See rule 5.5 Range Specifications in the NSTPAR rule book)
- e. The shooting distance measured from the target to the edge of the firing line closest to the shooter must be 10 meters (33 feet).
- f. The firing line and firing point must be marked so that the instructor and shooter can see it. The firing line is the front edge of the firing point. The firing point is the area immediately to the rear of the firing line that is designated for one shooter. The recommended minimum width of each firing point is 1.0 meters (39.4 inches). The recommended minimum length is 2.2 meters (88.6 inches).
- g. There must be one firing point for each target set.
- h. There must be ample room behind the firing point for the instructor to move freely.
- i. The recommended total length of the range should be 14.2 meters (approximately 47 feet).
- j. Equipment that will be needed includes backstops/traps, safety glasses, and hearing protection, kneeling roles, shooting mats, and spotting scopes, pellets and air rifles. All air rifles and equipment must comply with paragraph 4.2 of the National Standard Three-Position Air Rifle RuleBook.
- k. Sources for Equipment.
 - American Target Company
1328 South Jason Street
Denver, CO 80223
 - 303-733-0433
americtgt@aol.com

- Civilian Marksmanship Program
P.O. Box 576
Port Clinton, OH 43452
419-635-2142, ext. 1112
programs@odcmp.com
- Champions Choice
201 International Blvd.
Lavergne, TN 37086
615-793-4066
Championchoice@nashville.com
- Champions Shooters Supply
P.O. Box 303, 42 N. High St.
New Albany, Ohio 43054
614-855-1603
www.championshooters.com
- Daisy Outdoor Products/Special Marketing
P.O. Box 220
Rogers, AR 72757
800-643-3458
www.daisy.com
- Crosman Corporation
Routes 5 and 20
East Bloomfield, NY 14443
800-724-7486

I. Funding Your Program.

- First check with the Post commander because each Post has different situations regarding available funds. Funds may already be set aside for youth activities.
- In the beginning participants may have to provide their own air rifles and equipment with the Post providing the instructor/coach, facilities and instruction.
- Club member fees could be used to pay for targets and pellets.
- Local businesses or local shooting clubs may wish to make donations to the good of the club
- Many Posts dedicate proceeds from specific Post functions to raise money for their JSSP.
- In all cases the goal should be for the Post to eventually provide everything.

m. Promoting Your Program.

- The first audience you will want to interest will be the participants. Good ways to communicate with young people include posters on school bulletin boards, items in the school newspaper, Internet and Post websites.
- Other audiences you will want to interest are parents of potential participants, individuals who are in a position to provide assistance and support for your program such as business people, community leaders, and school officials, as well as the general public. Even though the majority of the community may not be involved with your JSSP, their goodwill is important to the success of the Post's efforts. These audiences can generally be reached through newspaper articles, radio

announcements, or internet websites. This type of publicity is frequently the result of news releases.

n. Recruiting Participants.

- Many groups have existing youth programs, which can provide a readily accessible pool of potential participants. Examples of some of these are school athletic departments, police athletic leagues, Boy Scouts, 4-H clubs, Army, Marine, and Navy Junior ROTC program, or simply the children and grandchildren of you Post membership.
- Remember you can be more successful in your recruiting efforts if you explain that air rifle safety is the foundation of your program, and that shooting activities complement many other youth activities.
- Keep in mind that in order to have a successful program; you must constantly seek new members. In addition, you must ensure that the program can be adapted to meet the various needs of its young participants.

o. An Alternative to starting a program at your Post is to sponsor an existing shooting program such as an Army, Marine Corps or Navy JROTC Marksmanship Team. 4-H clubs and the Boy Scouts may have air rifle teams as well.

- The benefits of sponsoring an existing shooting program are tremendous.
- The instructor is usually already trained.
- The program already has the required equipment and facilities.
- The program already has the participants.
- This alternative gets the Post involved with the JSSP and may help the existing programs in obtaining new membership. The Post would need to provide assistance to the sponsored program by providing funds for targets, pellets, and repair/replacement of air rifles and equipment. Funds may also be required for entry, travel and billeting fees if a team member qualifies to compete at the National level.
- Consideration should be given to providing some form of liability insurance for the instructor and participants due to the Post formally sponsoring the program.
- All in all this would be a cheaper way of being involved with JSSP than starting a Post program from nothing.

p. Competitions

- The Department of Minnesota American Legion JSSP provides four postal matches per year beginning in November and ending with a State Championship Postal Match in March. These are individual and team competitions. The top three competitors in each match receive medals and the top three teams receive plaques provided by the Department. Each competitor that receives a medal is invited to

participate in the individual competition in the State Championship and the top five teams based on accumulated scores are invited to participate in the State Championship..

9. DEPARTMENT JSSP PROCEDURES: The Department will conduct one postal match in Se November, December, January, and February with a Championship Match in March. The program that follows outlines how each postal match will be conducted.
 - a. EVENTS: Individual 3 X 10 and Team 4 X 3 X 10. Ten shots prone, ten shots standing, and ten shots kneeling, in that order.
 - b. TIME SCHEDULE: Each monthly program will give date to be fired.
 - c. EQUIPMENT CLASSES: Sporter
 - d. COMPETITION OPEN TO: This competition is open to School Age Three - Position Air Rifle Competitors **Sponsored/Affiliated with an American Legion Post**. Any person may compete in School Age Three - Position competition until 31 August of the year in which they graduate from high school or the equivalent. There is no minimum age limit. School Age competitors must meet eligibility requirements of their school or school's governing organization.
 - e. RULES: The National Standard Three-Position Air Rifle Rules will apply. Individual and team events will be fired concurrently. A team will consist of four competitors. ***All team members must be named at the beginning of the season and only those team members will be eligible to compete in team competitions. One alternate will be authorized.*** The scores fired by each member of a team count for both individual rankings and team rankings. The team scores will be calculated by adding the individual scores of the four-team members. Coaching will be allowed only during sighting shots.
 - f. AWARDS: Medals will be awarded to ***individuals*** for first place (gold medal), second place (silver medal) and third place (bronze). Competitors can only win one medal each season. ***Winning a medal qualifies the competitor to compete in the State Championship Individual Postal Match.*** Plaques will be awarded to teams for first, second and third place. ***The top five teams, based on team average scores will be invited to compete in the State Championship Team Postal Match.***
 - g. RANGE LOCATION: Individual/Team Range at home stations.
 - h. ENTRY FEES: None
 - i. HOW TO ENTER: **Sponsors must complete the team member declaration form and submit it with the first match in which they compete.** Sponsors must also complete the attached Individual Match Entry Form for each target set submitted.
 - j. TARGET SETS: Target sets will consist of official targets only. Authorized targets are the National Three-Position Air Rifle Council NC-AR10 targets or NRA AR5/10 targets dated 2004 or newer.

- A target set is one prone, standing and kneeling target (3X10). **Complete all of the information requested on the Match Entry Form and the American Legion Department of Minnesota Release and Consent Form (Note: Only one Release and Consent Form is required to be on file for each competitor). Missing or inaccurate data will result in disqualification.** Print the name of the competitor across the top front of each target in the target set. Print the position fired in the upper left corner of the target. Targets that do not have the competitor's name printed across the top front or the positions fired printed in the upper left corner will be disqualified.
- Only one shot is to be fired on each record bull. Competitors must fire all his/her targets at one sitting without pulling equipment off the line unless an allowance has been made for a disabled rifle.
- Target sets will be assembled in the same order fired: First target prone, second standing, third kneeling. **Place team target sets together. If you have individuals outside the team that score higher than team members you may submit their target sets for individual ranking.**
- k. OTHER: Postal matches can only be competitive when all rules are followed. Integrity is a must! Coaches do not allow competitors to fire target sets unsupervised. All three targets must be fired within a 75-minute time frame. Train your competitors to use all of their time.

Preparation Period	10 minutes
10 shots prone	20 minutes
Changeover period	5 minutes
10 shots standing	20 minutes
Changeover period	5 minutes
10 shots kneeling	15 minutes

- l. The following forms are required for all that participate in the Department JSSP.
 - Team member declaration form – used to identify team members for the season.
 - Individual match entry form – used by individual or team members to verify target information and must be attached to individual target set.
 - Adult sponsor certification form – used to verify that the sponsor observed the firing of the target set and that all applicable rules were followed.
 - American Legion Consent and Release form - grants to The American Legion, Department of Minnesota, the right to use photographs and/or film of competitors to promote the program.
 - Department Match Sanctioning form and instructions
 - Department Affiliation form

- Copies of the forms follow.
Team Member Declaration Form

American Legion Department of Minnesota Junior Shooting Sports Program

Please Print

Which Post do you represent? _____

Which School do you represent? _____

Sponsors Name: _____

Sponsors Phone Number: _____

Sponsors E-mail Address: _____

Team Member Names and Grade in School

1. _____
(Last, Name) (First Name) (Grade)

2. _____
(Last, Name) (First Name) (Grade)

3. _____
(Last, Name) (First Name) (Grade)

4. _____
(Last, Name) (First Name) (Grade)

Alternate:

(Last, Name) (First Name) (Grade)

The alternate may be used only if one of the team members becomes ineligible to compete. Once the alternate is placed in competition he/she must finish out the competition year. If other team members become ineligible your team will be disqualified from competition. There will be no other authorized replacements.

ONLY ONE FORM PER YEAR REQUIRED!

Individual Match Entry Form

American Legion Department of Minnesota Junior Shooting Sports Program

Please Print!

Competitor: _____
(First Name) (MI) (Last Name)

Date of Birth: ____/____/____ Team Member: YES NO
(Month/Day/Year) (Circle one)

Which Post do you represent? _____

Post Address: _____

Which school do you represent? _____

School Address: _____

Army JROTC ____ Marine JROTC ____ Navy JROTC ____ 4-H ____ Other Youth Group ____

Rifle Manufactured by _____ Model _____

Sponsor Scoring. Targets are to be scored by the Adult Sponsor Only! Score each shot as you see it.

- Do not plug or tamper with any shot hole.
- Do not write scores on the target.
- Score each shot in the numerical sequence of the bulls on the targets.
- Write the value of each shot in the appropriate block.

Bull No.	1	2	3	4	5	6	7	8	9	10	Total
Prone											
Standing											
Kneeling											
Total											

Competitor Certification

I certify that the information on this entry form is true. I have fired the attached postal targets according to the requirements listed in the Official Match Program and the National Standard Three Position Air Rifle Rules. I have taken no action, which would give me unfair advantage over my competitors. I have fired only one set of targets for this match.

Signature of Competitor: _____

Adult Sponsor Certification

I certify that I witnessed these targets being fired and that I personally scored each target. All the requirements set forth in the Official Match Program and the National Standard Three Position Air Rifle Rules were followed.

Signature of Adult Sponsor: _____

Print Name: _____
(First) (MI) (Last)

Telephone Number: (_____) _____

Target Set Fired: ____/____/____
(Month) (Day) (Year)

NOTE: After this form is complete and Sponsor Scoring has been accomplished:

1. Organize the targets in the order shown in the sponsor scoring section.
2. Place this Match Entry Form in the front of the target set and staple them in the upper left corner.
3. DO NOT FILL OUT THIS FORM FOR EACH COMPETITOR TARGET SET! ONE IS ENOUGH!

**TARGETS WILL NOT BE ACCEPTED FOR OFFICIAL SCORING
UNLESS THIS FORM IS COMPLETED PROPERLY**

Mail Target Sets to:

Roy Gene Kruger
324 7th ST. NW.
Byron, Minnesota 55920

**THE AMERICAN LEGION
DEPARTMENT OF MINNESOTA, INC.
ROOM 300A, 20 WEST 12TH STREET
ST. PAUL, MINNESOTA 55155-2000**

RELEASE AND CONSENT

I, hereby expressly grant to **The American Legion, Department of Minnesota, and it's employees, agents and assigns**, the right to film, videotape or photograph me and use my picture, silhouette and other reproductions of my physical likeness (as the same may appear in any still camera photograph and/or motion picture film and/or interactive media/internet), in and in connection with the exhibition theatrically on television, or otherwise. I further understand there will be no monetary compensation paid to me for said filming and any promotional materials, which may be derived from the same. I have read this document and discussed it with my parents or guardian and I freely enter into this contract:

Minors Full Name and Home Address (address, city, state, zip). Please Print

(Minors Signature)

Parent/Guardian Affirmation

I, the undersigned, hereby warrant that I am the parent or guardian of:

(Print Minor's Name)

a minor and have full authority to authorize the above Release which I have read and approved.

I hereby release **The American Legion, Department of Minnesota and its and their respective licensees, successors and assigns**, from and against any and all liability arising out of exhibition of the releaser's picture, silhouette and other reproductions of his/her physical likeness in connection with any print, film, interactive media/internet or videotape advertisement or other promotional media.

Parent/Guardian Name (Please Print): _____

Parent/Guardian Signature: _____

Date: _____
(mm/dd/yyyy)

INSTRUCTIONS FOR APPLICATION TO CONDUCT A SANCTIONED 3-POSITION AIR RIFLE MATCH

The Department JSSP sanctions three-position air rifle matches to

- officially recognize competitions conducted under the ***National Standard Three-Position Air Rifle Rules*** by districts and posts,
- foster the conduct of high quality competitions for juniors,

REQUIREMENTS FOR SANCTIONED MATCH SPONSORS.

Districts or posts that sponsor Matches must fulfill these requirements:

1. Be currently affiliated with the Department JSSP.
2. Submit a completed ***Application to Conduct a Sanctioned Three-Position Air rifle Match***, to the Department JSSP Chairman for each match to be sanctioned. Sponsors may charge individual entry fees to match participants to cover expenses in conducting the match. These entry fees are paid to the sponsoring organization and are retained by the sponsor. There are no competitor or team fees that are to be paid to the Department JSSP.
3. Attach a copy of a match program with the application. A program is a written description of the match that gives the match description, date, location, schedule and course of fire, entry fees, etc. Use the “Model Match Program” at the end of these instructions to help you prepare a program.
4. Agree to conduct the match in accordance with ***National Standard Three-Position Air Rifle Rules***. The National Standard Rules are posted on the CMP web site at <http://www.odcmp.com/3P/Rules.pdf>. Copies of the rules may be downloaded from there free or printed copies may be purchased from CMP for \$2.00 each.
5. Provide qualified range officers, scorers, match officials, targets and other supplies as required for the conduct of the match.
6. Submit a ***Sanctioned Match Report*** to the Department JSSP within seven days after the match. A copy of the report format will be provided.

DEPARTMENT JSSP SUPPORT FOR MATCH SPONSORS AND COMPETITORS. To support the district/post’s conduct of this match, the Department JSSP will:

1. Recognize the match as a competition that is officially sanctioned by the Department.
2. Post information about your match in the Upcoming Events listing on the JSSP web site.
3. Provide Certificates of Participation that can be distributed to participants, when requested.

COMPLETING THE APPLICATION FORM. Please follow these instructions in completing your application:

1. **Name of Sponsoring Organization.** The district, post or name of the affiliated organization sponsoring and conducting the competition.
2. **Date of Application.** The date the application is completed and submitted to the Department Chairman.
3. **Name of Match.** Give the name of the competition or match as it is identified in the match program.
4. **Dates.** List the date(s) when the match will take place.
5. **Location.** Give the complete address where the match will take place. This is important information for persons who are trying to find matches in their area.
6. **Events to be conducted.** Check the appropriate boxes to indicate whether the match will offer 3x10 or 3x20 individual events, with or without finals. If a competition offers only a team match, check the appropriate team match box. If both individual and team events are offered, check both individual and team match boxes.
7. **Rifle Classes.** Indicate whether the competition is for sporter or precision air rifles only or if competition in both classes is offered.
8. **Type of Match Sanction Applied For.** There are two types of three-position air rifle matches that may be sanctioned. Check the type of match for which you are applying for sanctioning:
 - **Postal Match.** In postal matches, participating teams and individuals receive marked targets or target seals from the match sponsor and fire their competition scores on their home ranges. After targets are scored, results are compiled to determine rankings and award winners.
 - **Regular Sanctioned Match.** Regular sanctioned matches are shoulder-to-shoulder matches where individuals and teams fire on the sponsor's range.
9. **Number of Participants Expected.** Estimate the number of competitors that you expect to have in your match. This can be shown as a range of numbers (i. e. 20-30).
10. **Number of Firing Points.** How large is the range you plan to use to conduct your match.
11. **Event Contact Person.** Your application must include the name and contact information for the person whom competitors or coaches can contact to obtain information and submit entries.
12. **Rulebooks.** All key match officials should have copies of the rules with them during the match. Copies of the **National Standard Three-Position Air Rifle Rules** may be obtained by downloading them from the CMP website at www.odcmp.com/3P/Rules.pdf
13. **CBIs (Clear Barrel Indicators):** Three-Position Air Rifle Rules require the insertion of CBIs in all rifles on ranges where sanctioned events are conducted at all times except when rifles are on the firing lines during preparation and firing periods.

Model Match Program: Here is a model to use in preparing a match program for your competition. Providing a program is highly recommended for all competitions (see Rule 5.6). Having a written program is required for a sanctioned competition. To prepare a program for your competition, use the headers shown here and provide the information required.

MODEL OFFICIAL PROGRAM

(NAME OF COMPETITION)

1. **LOCATION:** City where the competition will be held.
2. **DATE:** When the competition will be held.
3. **SPONSOR:** The team, club or group that is hosting or conducting the competition.
4. **EVENTS:** See Rule 5.3. Describe the specific course(s) of fire that will be fired. Will there be individual and/or team competition? Will there be an individual final?
5. **TIME SCHEDULE** List the start time for the competition or start times for different relays.
6. **EQUIPMENT CLASSES:** See Rules 3.3, 4.1. Will there be separate competition classes for Sporter and Precision air rifles or is this an open competition?
7. **COMPETITION OPEN TO:** See Rules 3.1, 3.2. Specify the groups of competitors that are eligible to compete. Is the competition open to all high school or school age competitors? If the competition is a restricted match for specific groups or for teams, clearly identify the group(s) who are eligible to enter.
8. **RULES:** *The National Standard Three-Position Air Rifle Rules will apply.* State any other special rules that are required at your range or that will apply at this competition. For example, is the wearing of eye protection required? Note that any special rules may not contravene the National Standard Rules (see Rule 5.6). If there are any unusual range features that competitors should know about in advance, describe them.
9. **AWARDS:** Describe awards that will be provided. If there are special awards for certain categories of competitors, describe them.
10. **RANGE LOCATION:** Give clear directions to range.
11. **ENTRY FEES:** State the amount of the entry fee required for each individual or team to participate. Must entry fees be paid in advance or can they be paid on the day of the competition.
12. **HOW TO ENTER:** List the name, mailing address, email addresses and phone number of the person who should receive entries. A special entry form may be part of the competition program.
13. **ACCOMODATIONS:** If some competitors are expected to remain overnight while attending the competition, provide information about nearby motels and restaurants to assist them in their planning.
14. **OTHER:** Include any other specific information that will interest competitors and teams in your competition or that will assist them in preparing to participate in the competition.

DEPARTMENT OF MINNESOTA JSSP AIR RIFLE MATCH SANCTIONING FORM

Please complete the information below and return this form to the Department Of Minnesota JSSP Chairman for approval. Address: Roy Gene Kruger, 324 7th ST. NW. Byron, Minnesota 55920. For more information, contact (507) 775-6865 or roykruger@gmail.com

Name of Sponsoring Organization: _____

Date of Application: _____

Name of Competition or Match: _____

Date(s) of Competition: _____

Location of Competition: _____

Event(s) to be Conducted (*Check all that apply*):

- 3x10, Individual 3x10 plus Final, Individual 3x10 Team Match
 3x20, Individual 3x20 plus Final, Individual 3x20 Team Match

Rifle Classes (Check one):

- Sporter Precision Both Sporter and Precision

Type of Match Sanction Applied For:

- Postal match (*where competitors fire targets on their home ranges*)
 Regular sanctioned shoulder-to-shoulder competition (*a one-time event, one or more days*)

Number of Participants Expected: _____

Number of Firing Points on Range: _____

Event Contact Person: The person competitors and coaches may contact to obtain programs or information and submit entries. Please provide a telephone # and/or email address that can be posted on the JSSP web site.

Name: _____

Address: _____

City: _____ **State:** _____ **Zip:** _____

Telephone #: _____ **Email:** _____

Club Web Site (if available) _____

Send Sanctioned Match Packet to: _____

Mailing Address for Packet: _____

City: _____ **State:** _____ **Zip:** _____

YES!
We want to affiliate with the Department of Minnesota American Legion
Junior Shooting Sports Program
There is NO affiliation fee. Complete and return this form.

Adult Leader Information		
Adult Leader: _____		
Team Name: _____		
Address: _____		
City: _____	State: _____	Zip: _____
Home Telephone: _____		
Work Telephone: _____		
E-mail Address: _____		
Signature of Adult Leader: _____		
Date: _____		
.....		
Sponsoring Post Information		
Sponsoring American Legion Post: _____		
Address: _____		
City: _____	State: _____	Zip: _____
Signature of Post Commander: _____		
Date: _____		

Return to:
Roy Gene Kruger
Dept of Minnesota American Legion
Junior Shooting Sports Program
Chairman
324 7th ST. NW., Byron Minnesota 55920
E-Mail: roykruger@gmail.com