

# Memorandum of Understanding for NASP Grant to School

This document constitutes a Memorandum of Understanding (“Agreement”) between the New Mexico Department of Game and Fish (“Department”) \_\_\_\_\_.

## I. Program:

The National Archery in the Schools Program (“NASP”) promotes international-style target archery as part of the in-school curriculum, to improve educational performance and participation in the shooting sports among students in grades 4-12. The Department coordinates the NASP program for the state of New Mexico.

## II. Department Role and Responsibilities:

- Provide Basic Archery Instructor (“BAI”) training for up to two teachers per school that participates in the NASP program, whether via the granting program or other means.
- Supply NASP-licensed equipment to School. Equipment is ordered by the Department after BAI training takes place and School’s contribution is received by the Department.
- Coordinate NASP in New Mexico and serve as liaison with the national NASP organization.
- Host an annual NASP State Tournament.
- Proactively monitor School to assure and assist in adherence to this AGREEMENT and the NASP program.

## III. School Role and Responsibilities:

- Complete a Federal Excise Tax Exemption Form. (Firearms, ammunition, and archery equipment have a special tax placed on them at the manufacturer level. Government agencies and educational institutions are exempt from this tax, but must fill out a form.)
- Send up to two teachers to the Basic Archery Instructor (BAI) training.
- Notify the NASP Coordinator at the Department within thirty (30) calendar days if a NASP certified teacher leaves the school and identify the teacher that will be taking his or her place.
- Teach the NASP course to [100 students or more] of School’s student body.
- Submit a report to the Department at the end of the school year that includes a summary of the number of students taught, along with a copy of their participation form, and the number of times the NASP course was taught during the school year. For the 2014–2015 school year, the report is due by April 30, 2015.
- Take reasonable action to maintain archery equipment in a safe and operational manner.
- Make a good faith effort to participate in the annual NASP Regional, State and National Tournaments.

## IV. Term

This AGREEMENT shall remain in effect for a period of five (5) years, unless terminated sooner pursuant to Paragraph V.

## V. Termination

Either party may terminate this Agreement at any time with or without cause. If the School terminates the Agreement for any reason prior to the expiration of the five (5) year term, or if the Department terminates the Agreement for cause prior to the expiration of the five (5) year term, the School shall return all NASP equipment to the Department within sixty (60) days of such termination.

**We, the undersigned, agree to the terms and conditions of this Memorandum of Understanding.**

\_\_\_\_\_  
School principal or Authorized Administrator

\_\_\_\_\_  
Department of Game and Fish

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date