



# New Hampshire Fish and Game Department

46

11 Hazen Drive, Concord, NH 03301-6500  
(603) 271-3421  
FAX: (603) 271-5829

www.wildlife.nh.gov  
Email: info@wildlife.nh.gov  
TDD Access: Relay NH 1-800-735-2964

Stephanie L. Simek, Ph.D.  
Executive Director

August 19, 2025

Her Excellency, Governor Kelly A. Ayotte  
and the Honorable Council  
State House  
Concord, New Hampshire 03301

### REQUESTED ACTION

Authorize the New Hampshire Fish and Game Department to **Retroactively** pay \$3,000 to The International Hunter Education Association USA (IHEA) (USA) (VC#168981), Lolo, MT, annual membership dues effective upon Governor and Council approval for the period **Retroactive** to January 1, 2025, through December 31, 2025. 100% Federal Funds.

Funding is available in account; <u>Hunter Education</u> as follows:	<u>FY 2026</u>
03-75-75-751520-212100000-026-500251 - Membership Fees	\$3,000

### EXPLANATION

Retroactive approval is requested due to IHEA (USA) raising the dues above the \$2,500 threshold set by the Governor and Council, for the first time. Past dues have been \$2,000 annually. Because of the increase, the process took additional time to work out with the IHEA on when the invoice could be paid and how this will be done going forward. The IHEA USA invoices the New Hampshire Fish and Game Department annually in February. This timing aligns with the IHEA (USA) fiscal year, which is Jan 1 through Dec 31. This invoice is for the calendar year 2025. No benefits for membership have been delayed or interrupted as the process of submitting for approval has been carried out. Going forward the IHEA (USA) will invoice Fish and Game based on the State Fiscal Year avoiding any future retroactive requests.

Listed below are the answers to standard questions required for Governor and Executive Council organization dues and membership approval submissions:

1. How long has this organization been in existence and how long has this agency been a member of this organization?

*The IHEA (USA) has been in existence since 1972. The New Hampshire Fish and Game Department has been a member state since 1972.*

2. Is there any other organization which provides the same or similar benefits, which your agency belongs too?

*There is no other organization that provides these benefits: Setting the national standards for all Hunter, Bowhunter and Trapper Education courses for all 50 states and providing a database of all Hunting incidents annually from every state. This helps identify types of incidents that may be trending and provides the data to change standards to address any issues that may arise. This service provides reciprocity for license buying in all 50 states.*

Her Excellency, Governor Kelly A. Ayotte

And the Honorable Council

3. How many other states belong to this organization and is your agency the sole New Hampshire state agency that is a member?

*All 50 state Fish and Wildlife Agencies are members of the IHEA USA. Fish and Game is the sole agency that is a member in New Hampshire.*

4. How is the dues structure established? (Standard fee for all states, based on state population, based on other criteria, etc.)

*This is a standard fee established for all states based on the budget required to oversee and establish support for State Hunter Education Programs and standardizing the curriculum for all 50 states.*

5. What benefit does the state receive from participating in this membership?

*Fish and Game is a member state and uses the standardized curriculum that all member states use for Hunter, Bowhunter and Trapper Education. This provides state reciprocity nationwide for hunters buying their license. In addition, all safety education for hunter education in the country benefit from the standardized curriculum based on content targeting trends in hunting incidents across the country.*

6. Are training or educational/research materials included in the membership? If so, if so, is the cost included? Explain in detail.

*The maintaining of the curriculum standards are included for Hunter Education, Bowhunter Hunter Education and Trapper Education. In addition, a national database maintained by the IHEA (USA) is available to input state incidents and is used to query trends in safety issues that may occur. This data can be used at both the national and state level. The IHEA (USA) also coordinates and holds a national conference every year for states where research on hunter education and any national trends on course delivery and support material is included. The cost of purchasing materials and attending the National conference are not included in the membership fee.*

7. Is the membership required to receive any federal grants or required to receive or participate in licensing or certification exams? Explain.

*Receiving Federal grants is not a requirement to be a member of IHEA. The state Fish and Game Department is the only entity in New Hampshire that can deliver the mandatory hunter education courses. Federal funds from the US Fish and Wildlife Service are used to pay for these courses in New Hampshire. The IHEA (USA) does not provide grants or funding to states.*

8. Is there any travel included with this membership fee?

*No*

9. Which state agency employees are directly involved with this organization? (Indicate if they are members, voting members, committee members, and/or officers of the organization.)

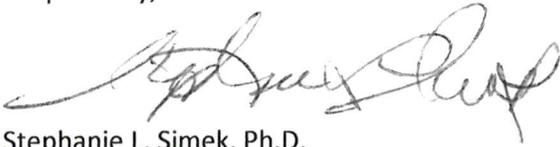
*The agency gets one vote for its membership as a state. There are four-hunter education staff who are involved with attending the National IHEA Conference, delivering the mandatory Hunter, Bowhunter and Trapper Education courses in the state, providing data on incidents and voting on changes in by-laws and curriculum standards. There is one board member position that represents the Northeastern states on the IHEA board. New Hampshire does not currently have a staff member serving on the IHEA (USA) board.*

Her Excellency, Governor Kelly A. Ayotte  
And the Honorable Council

10. Explain in detail any negative impact to the State if the Agency did not belong to this organization.

*Without consistent standards and sharing of incident data, hunting safety in New Hampshire would decline. Maintaining low incident rates is essential not only to hunters and public safety, but to the perception of hunting in the state. Not being able to use the IHEA (USA) curriculum could also weaken our Hunter, Bowhunter and Trapper education programs. If we do not maintain our membership, New Hampshire Fish and Game cannot participate in the licensing reciprocity agreement with other states which means fewer people hunting in New Hampshire. This will lead to a loss of revenue for the agency, and we depend heavily on license sales for operating costs.*

Respectfully,



Stephanie L. Simek, Ph.D.  
Executive Director



Kathy Ann LaBonte  
Business Division Chief

# INVOICE

IHEA-USA  
1320 PO Box  
Lolo, MT 59847

mgr@ihe-a-usa.org  
+1 (406) 552-3103  
www.IHEA-USA.org



## Bill to

Laura Ryder  
New Hampshire (NH) Fish & Game Dept  
11 Hazen Dr  
Concord, NH 03301

## Ship to

Laura Ryder  
New Hampshire (NH) Fish & Game Dept  
11 Hazen Dr  
Concord, NH 03301

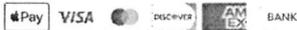
## Invoice details

Invoice no.: IHEA 264360  
Terms: Net 30  
Invoice date: 02/12/2025  
Due date: 03/14/2025

#	Date	Product or service	Description	Qty	Rate	Amount
1.		Annual Membership Dues - State Agency	Annual State IHEA-USA Membership Dues	1	\$3,000.00	\$3,000.00

Total **\$3,000.00**

## Ways to pay



## Note to customer

Thank you for supporting the IHEA Mission!

[View and pay](#)