DNR Hunter Safety Education Project
Concept Paper
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Project Sponsor:
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Project Points-of-Contact:
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Goal:
> This project will increase public access to safety education opportunities, improve registration services for students and volunteer instructors, and streamline data management processes.

Project Purpose:
> Transition from paper process to web-based system to provide:
> - latest course information for students and instructors
> - user-friendly registration for students to provide accurate information
> - retain long-term verification of participation
> - mechanism to request duplicate certification card
> - transfer of student data to license system (ELSI)
> - solid platform for lifetime of licensing requirements and recreation opportunities
> - effectively capture data to meet Federal retention requirements
> - link to International Hunter Education Association portal
> - support of $400 million economic resource for Iowa

Background:
> Iowa law requires that anyone born after January 1, 1967 be certified in hunter education before they are eligible to purchase an Iowa hunting license. Often, pre-registration is required by contacting the volunteer instructor within restricted timeframes.
>
> Hunters who need information must contact the DNR at the Wallace Building during regular business hours. In the weeks preceding and during the hunting season, 600 phone calls per week are handled by the DNR Phone Center.
>
> Capturing student data from hand-written class rosters involves a data entry process. Rosters are retained to meet Federal program audit requirements. Researching issues includes a manual search through these rosters.

Request:
$20,000 is requested for this phase. This will include planning with DAS-ITE for development of a cost-effective system. System deliverables will include participant database, on-line registration, class roster compilation, instructor approval step, student certification with duplicate option, instructor contact component, scheduled uploads of certification data to ELSI, long-term data retention cycle, and link to International Hunter Education Association portal.

Cost Avoidance:
Volunteer instructors will approve student participation online, reducing time spent to complete and mail hand-written forms to DNR. This on-line process will improve accuracy and reduce lag time between class completion and student certification, which also produces inquiries to the DNR.

Hunters will have 24-7 access to historical information to verify certification for out-of-state hunting opportunities or duplicate certification cards. They will avoid hold-time on the telephone during peak season, trips to the Wallace Building for inquiries, and waiting for research results of past records.

DNR support staff will spend less time handling phone calls and written requests, keying student data, and managing documents. On-line processing will minimize the potential for errors.

Students will have 24-7 access to the latest class schedule and registration information, minimizing telephone inquiries.

Project Funds:
This request encompasses the planning for a cost-effective system that is user-friendly for students as young as 12 years old as well as our seasoned volunteer instructors. Accurate, accessible data is one key to enhancing safe experiences for all Iowans who enjoy our natural resources.

Interested Parties:
Parties interested in this project include the following: Safety education students and volunteer instructors (past, present & future), Iowa taxpayers, Iowa small businesses, license retailers, non-government organizations, hunters, DNR counterparts in other states, Iowa DNR, State Legislature.

Some of the Recipients of this Service:
Safety education students (12,000)
Hunters (190,000)
Volunteer instructors (1,400)
License retailers (950)
DNR Law Enforcement personnel