Life to Eagle Presentation

Quicksilver District
Silicon Valley Monterey Bay Council

Albert Catelani
District Adv Chair
11/25/2025

The Parents Role

- **Accept that the Scout owns the process, for better or worse. You are not earning Eagle – and you shouldn't be earning your Scout's Eagle, either.**
- **Have an honest discussion about making Eagle. [Immediately after earning Life is Not Too Early!]**
- **<u>Ask</u> about their plans for completing the requirements. Time flies! But 6 months is forever to a Scout! <u>Fill out a first draft of the Eagle rank application.</u>**
- **Show interest and encourage.**
- **<u>Ask</u> about progress to milestones. Be helpful, but not too helpful.**

Understanding the Process

Once the Scout has earned Life Rank, what do they need to do in order to qualify for the Rank of Eagle?

Let's Review….

Eagle Requirements

1. Actively participate for 6 months as Life rank
2. Demonstrate Scout Spirit
3. Earn a total of 21 Merit Badges
4. Perform a Position of Responsibility
5. Propose and complete an Eagle Scout Service Project
6. Participate in a Scoutmaster Conference
   - Submit the Eagle Scout Rank Application
7. Successfully complete an Eagle Scout Board of Review
   - Celebrate with an Eagle Scout Court of Honor

1. Active Participation

- After achieving Life rank, a Scout must be <u>Active</u> in their unit for six months.
- Each unit has their own standards for what constitutes “Active”.
- Encourage your Scout to find out what his unit and unit leader(s) expect.
- Low participation in meetings and events over a long time frame is a red flag.

GTA §4.2.3.1

2. Demonstrate Scout Spirit

- Has the candidate lived the Scout Oath and Scout Law?
- Candidate can verbally explain “duty to God, self, and Country”
- Provide list of 4 references on the Eagle application.

GTA §4.2.3.1

3. Merit Badge Requirement

21 Merit Badges total

14 Required

• Camping (minimum 20 nights)

• Citizenship in the Community

• Citizenship in the Nation

• Citizenship in the World

• Citizenship in Society

• Communications

• Cooking (several meals)

(continued)

3. Merit Badge Requirement

Required Merit Badges (continued)

- Emergency Preparedness or Lifesaving

- Environmental Science or Sustainability

- Family Life (minimum 90 days)

- First Aid

- Swimming, Hiking, or Cycling

- Personal Management (minimum 90 days)

- Personal Fitness (minimum 90 days)

3. Merit Badge Requirement

7 Optional*

*** Note – Earned duplicate Eagle-required count towards the 7 electives.**

4. Position of Responsibility

While a Life Scout: Successfully serve six months sequentially (or more) in an approved Position of Responsibility. For Scouts in a Troop the approved positions are:

- Senior Patrol Leader
- Assistant SPL
- Patrol Leader
- Guide
- OA Troop Rep.
- Den Chief
- Scribe
- Librarian
- Historian
- Quartermaster
- Jr. Assistant Scoutmaster
- Chaplain aide
- Instructor
- Webmaster
- Outdoor Ethics Guide

4. Position of Responsibility

- Each unit has their own criteria for successful performance in a leadership position.
- Good units will provide written description and train their Scout leaders on how to perform their duties – and will monitor their performance and provide feedback.
- Encourage your Scout to know what his unit and unit leader expect.
- If your Scout cannot explain the specific duties of his/her leadership position, that's another red flag!

GTA §4.2.3.1

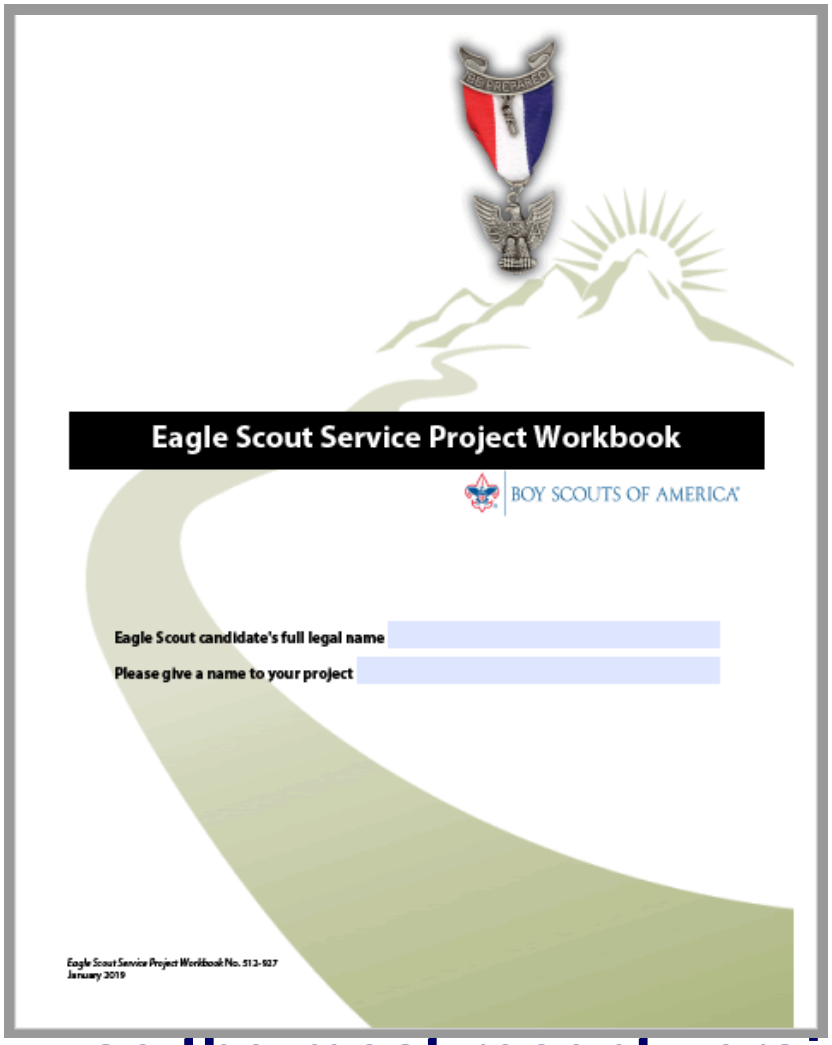
5. Eagle Scout Service Project

Plan, develop, and give leadership to others in service to the Community.

- No ideas? Ask. City, county, church, schools, civic orgs, non-profits, etc.
- A Scout can pursue a project of his choice, but it must be for a qualified benefitting organization.
- A Scout can contact a qualified community organization and ask if they need a service project.

Project Considerations

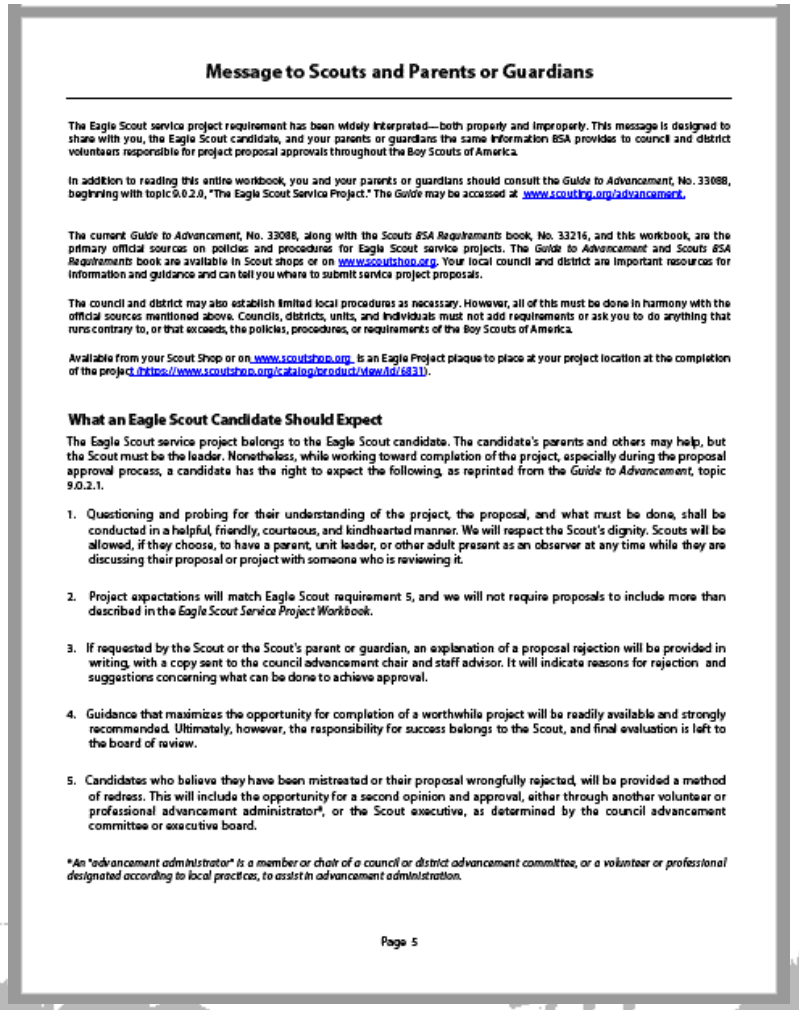
- Avoid routine labor or maintenance
- Cannot benefit BSA units or properties
- Cannot benefit a for-profit organization
- Cannot be a fundraiser
- Not too big – but also not too small
- Can Scout volunteers (realistically) do it?
- The BSA *Eagle Scout Service Project Workbook* must be used to plan and report the project (available on-line)



Note the Date – use the most recent version!

2023a

Message to Scouts and Parents or Guardians



Message to Scouts and Parents or Guardians

The Eagle Scout service project requirement has been widely interpreted—both properly and improperly. This message is designed to share with you, the Eagle Scout candidate, and your parents or guardians the same information BSA provides to council and district volunteers responsible for project proposal approvals throughout the Boy Scouts of America.

In addition to reading this entire workbook, you and your parents or guardians should consult the *Guide to Advancement*, No. 33088, beginning with topic 9.0.2.0, "The Eagle Scout Service Project." The *Guide* may be accessed at www.scouting.org/advancement.

The current *Guide to Advancement*, No. 33088, along with the *Scouts BSA Requirements* book, No. 33216, and this workbook, are the primary official sources on policies and procedures for Eagle Scout service projects. The *Guide to Advancement* and *Scouts BSA Requirements* book are available in Scout shops or on www.scoutshop.org. Your local council and district are important resources for information and guidance and can tell you where to submit service project proposals.

The council and district may also establish limited local procedures as necessary. However, all of this must be done in harmony with the official sources mentioned above. Councils, districts, units, and individuals must not add requirements or ask you to do anything that runs contrary to, or that exceeds, the policies, procedures, or requirements of the Boy Scouts of America.

Available from your Scout Shop or on www.scoutshop.org is an Eagle Project plaque to place at your project location at the completion of the project (https://www.scoutshop.org/catalog/product/view/id/6831).

What an Eagle Scout Candidate Should Expect

The Eagle Scout service project belongs to the Eagle Scout candidate. The candidate's parents and others may help, but the Scout must be the leader. Nonetheless, while working toward completion of the project, especially during the proposal approval process, a candidate has the right to expect the following, as reprinted from the *Guide to Advancement*, topic 9.0.2.1.

1. Questioning and probing for their understanding of the project, the proposal, and what must be done, shall be conducted in a helpful, friendly, courteous, and kindhearted manner. We will respect the Scout's dignity. Scouts will be allowed, if they choose, to have a parent, unit leader, or other adult present as an observer at any time while they are discussing their proposal or project with someone who is reviewing it.

2. Project expectations will match Eagle Scout requirement 5, and we will not require proposals to include more than described in the *Eagle Scout Service Project Workbook*.

3. If requested by the Scout or the Scout's parent or guardian, an explanation of a proposal rejection will be provided in writing, with a copy sent to the council advancement chair and staff advisor. It will indicate reasons for rejection and suggestions concerning what can be done to achieve approval.

4. Guidance that maximizes the opportunity for completion of a worthwhile project will be readily available and strongly recommended. Ultimately, however, the responsibility for success belongs to the Scout, and final evaluation is left to the board of review.

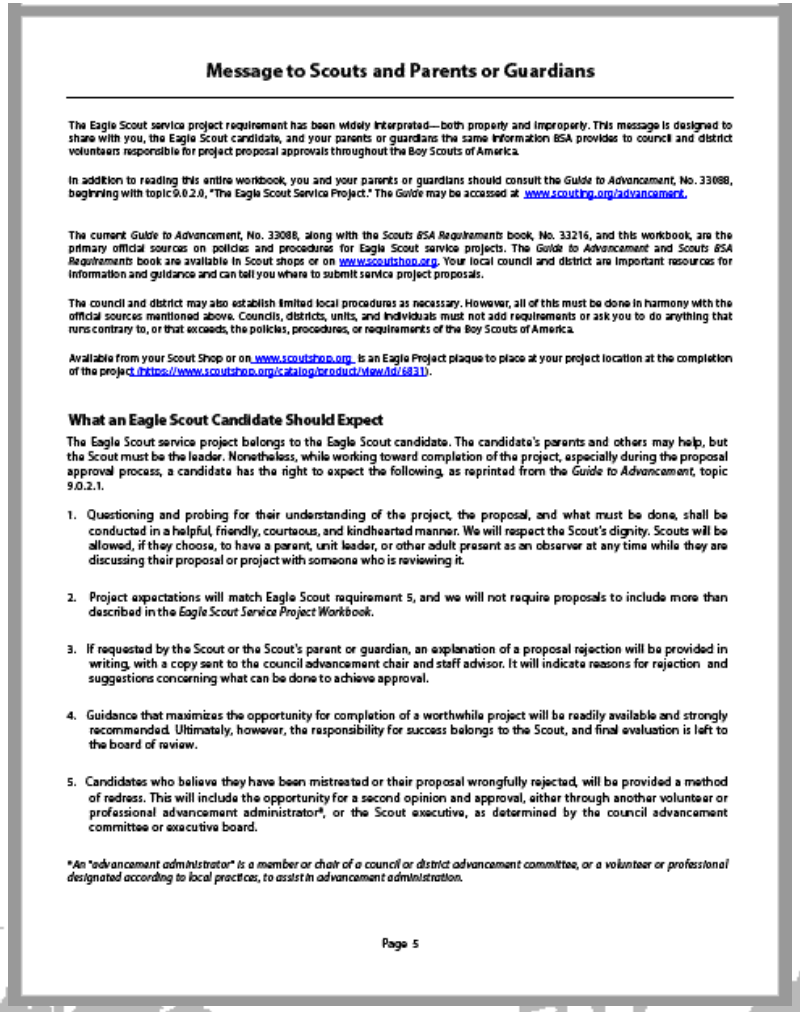
5. Candidates who believe they have been mistreated or their proposal wrongfully rejected, will be provided a method of redress. This will include the opportunity for a second opinion and approval, either through another volunteer or professional advancement administrator*, or the Scout executive, as determined by the council advancement committee or executive board.

**An "advancement administrator" is a member or chair of a council or district advancement committee, or a volunteer or professional designated according to local practices, to assist in advancement administration.*

Page 5

- **Read and review this section of the Eagle Project Workbook.**
- **It indicates appropriate expectations for Scouts and their parents.**
- **"The Eagle Scout service project belongs to the Eagle Scout candidate. His (her) parents and others may help, but the Scout must be the leader."**

Message to Scouts and Parents or Guardians



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Page 5

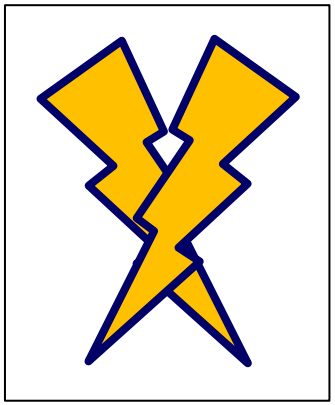
What Scouts Can Expect:

- **Project reviews will be conducted in a friendly, kindhearted manner.**
- **Scouts may have a parent present as an observer.**
- **No one can demand more work than what is described in the Project Workbook.**
- **Responsibility for success belongs to the Scout.**
- **Scouts have recourse if their project proposal is not approved.**

Eagle Project Process

Prepare Proposal - Get it Reviewed and Approved

Prepare Final Plan - Get it Reviewed and Approved



Conduct Preparations - Conduct Project

Prepare Report – Get Approvals

PROJECT PROPOSAL

A Life Scout should start his/her Project Proposal writeup when he/she has:

- A good project concept
- A potential beneficiary
- Discussed the concept with his/her Unit Eagle Advisor and/or Unit Leader (and gotten preliminary approval)
- Computer entry is <u>required</u> (fillable pdf – <u>make sure it saves and is retrievable intact!</u>)

Eagle Scout Service Project Proposal

BOY SCOUTS OF AMERICA

Eagle Scout candidate's full legal name _____

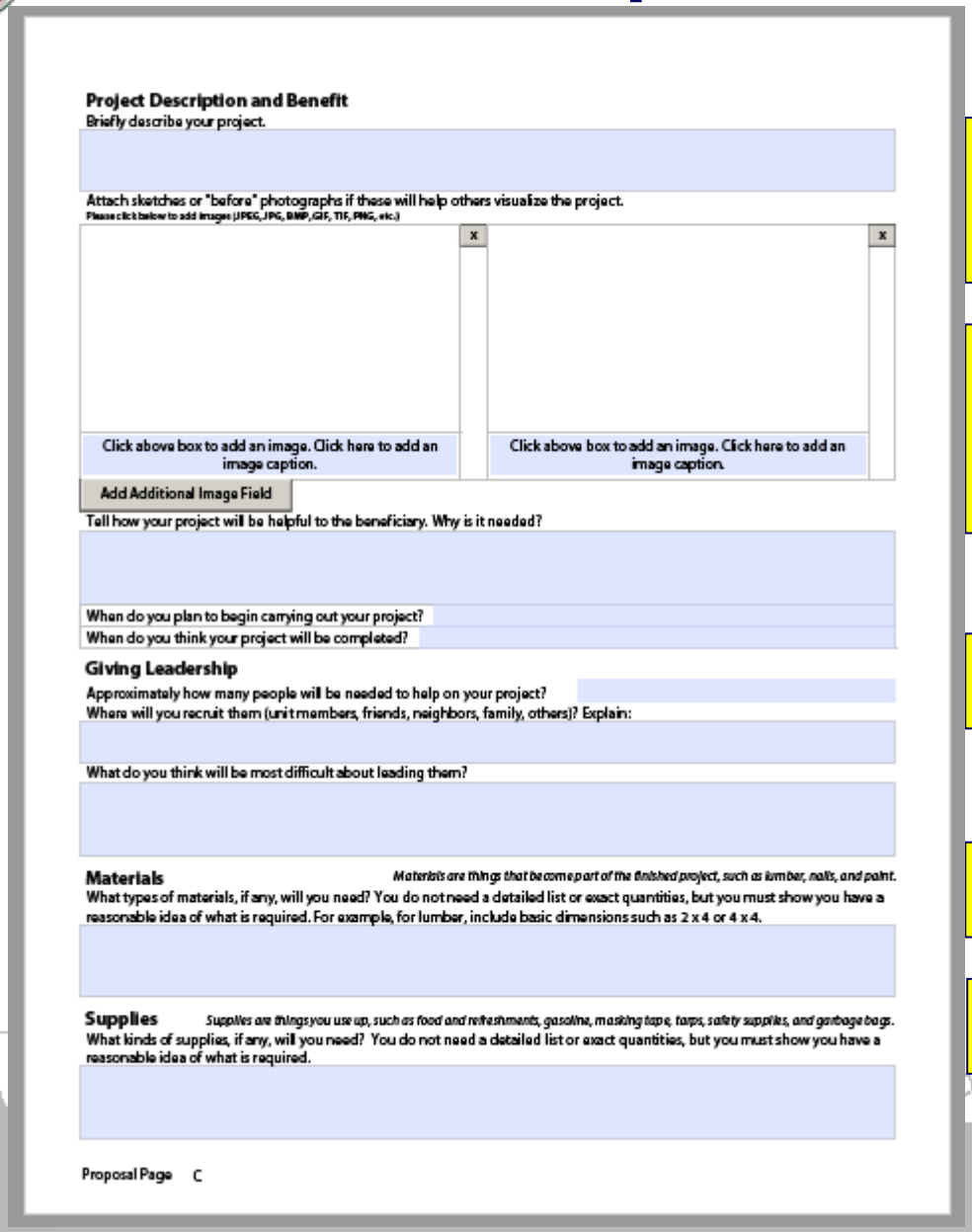
Eagle Scout Service Project Name _____

Eagle Scout Requirement 5

While a Life Scout, plan, develop, and give leadership to others in a service project helpful to any religious institution, any school, or your community. (The project must benefit an organization other than the Boy Scouts of America.) The project proposal must be approved by the organization benefiting from the effort, your unit leader and unit committee, and the council or district before you start. You must use the *Eagle Scout Service Project Workbook*, No. 512-927, in meeting this requirement.

Eagle Scout Service Project Workbook No. 512-927
January 2019

Proposal Page C



Project Description and Benefit

Briefly describe your project.

Attach sketches or "before" photographs if these will help others visualize the project.

Please click below to add images (JPEG, JPG, BMP, GIF, TIF, PNG, etc.)

Click above box to add an image. Click here to add an image caption.

Click above box to add an image. Click here to add an image caption.

Add Additional Image Field

Tell how your project will be helpful to the beneficiary. Why is it needed?

When do you plan to begin carrying out your project?

When do you think your project will be completed?

Giving Leadership

Approximately how many people will be needed to help on your project?

Where will you recruit them (unit members, friends, neighbors, family, others)? Explain:

What do you think will be most difficult about leading them?

Materials *Materials are things that become part of the finished project, such as lumber, nails, and paint.*

What types of materials, if any, will you need? You do not need a detailed list or exact quantities, but you must show you have a reasonable idea of what is required. For example, for lumber, include basic dimensions such as 2 x 4 or 4 x 4.

Supplies *Supplies are things you use up, such as food and refreshments, gasoline, masking tape, tarps, safety supplies, and garbage bags.*

What kinds of supplies, if any, will you need? You do not need a detailed list or exact quantities, but you must show you have a reasonable idea of what is required.

Proposal Page C

Description & Benefit (Short and Sweet – 2 or 3 Sentences is Fine)

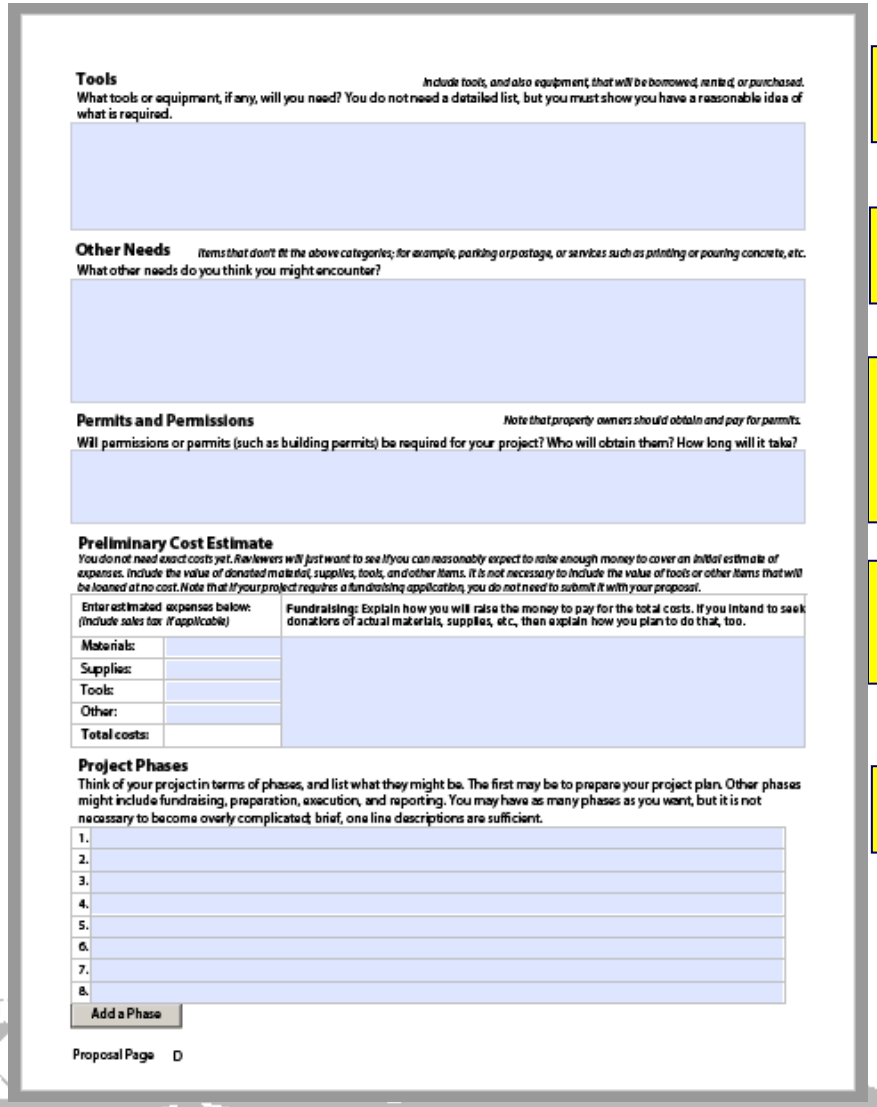
Pictures and Captions (can use attachments)

Giving Leadership

Materials (fine print)

Supplies (fine print)

Proposal Page D



Tools *Include tools, and also equipment, that will be borrowed, rented, or purchased.*

What tools or equipment, if any, will you need? You do not need a detailed list, but you must show you have a reasonable idea of what is required.

Other Needs *Items that don't fit the above categories; for example, parking or postage, or services such as printing or pouring concrete, etc.*

What other needs do you think you might encounter?

Permits and Permissions *Note that property owners should obtain and pay for permits.*

Will permissions or permits (such as building permits) be required for your project? Who will obtain them? How long will it take?

Preliminary Cost Estimate

You do not need exact costs yet. Reviewers will just want to see if you can reasonably expect to raise enough money to cover an initial estimate of expenses. Include the value of donated material, supplies, tools, and other items. It is not necessary to include the value of tools or other items that will be loaned at no cost. Note that if your project requires a fundraising application, you do not need to submit it with your proposal.

Enter estimated expenses below: *(Include sales tax if applicable)*		**Fundraising:** Explain how you will raise the money to pay for the total costs. If you intend to seek donations of actual materials, supplies, etc., then explain how you plan to do that, too.
Materials:		
Supplies:		
Tools:		
Other:		
Total costs:		

Project Phases

Think of your project in terms of phases, and list what they might be. The first may be to prepare your project plan. Other phases might include fundraising, preparation, execution, and reporting. You may have as many phases as you want, but it is not necessary to become overly complicated; brief, one line descriptions are sufficient.

1.	
2.	
3.	
4.	
5.	
6.	
7.	
8.	

Add a Phase

Proposal Page D

Tools (fine print)

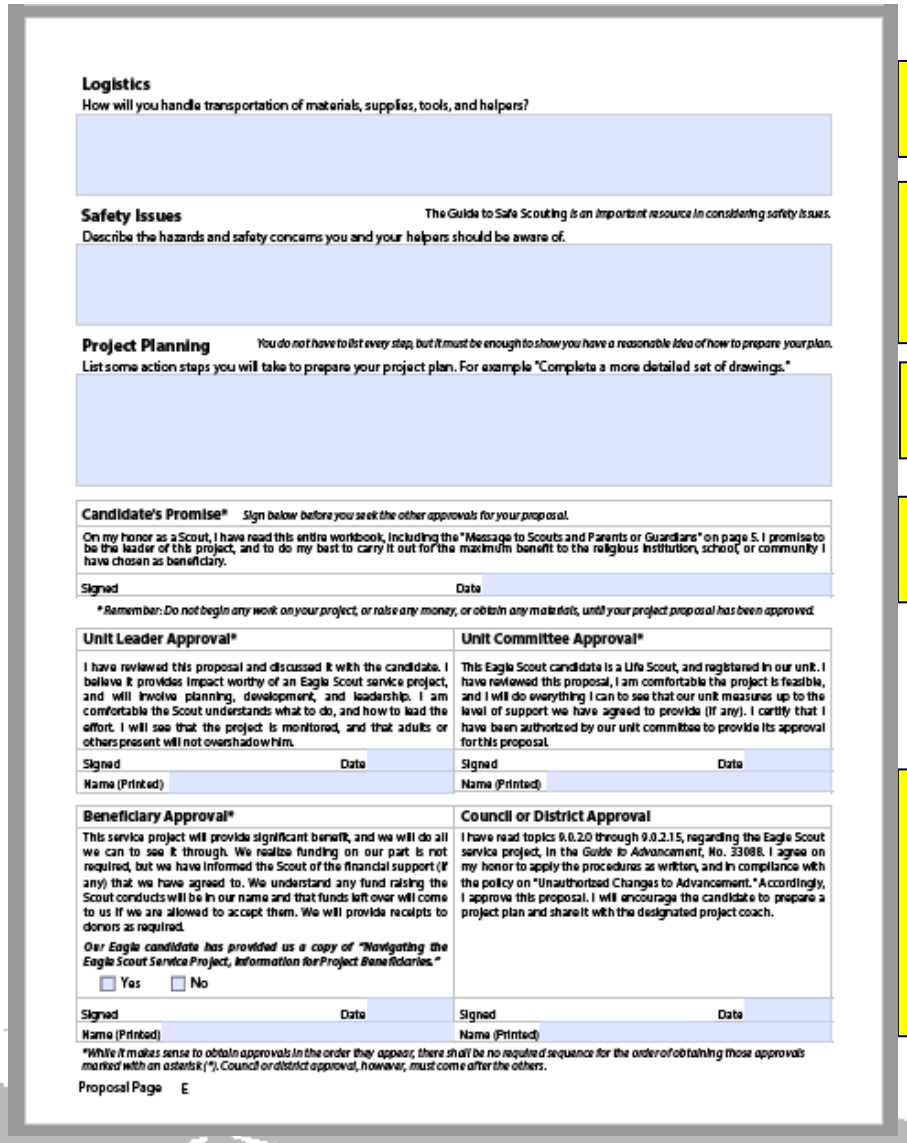
Other Needs (fine print)

Permits & Permissions

Prelim Cost Estimate, Funding and Donations

Project Phases (Steps)

Proposal Page E



Logistics
How will you handle transportation of materials, supplies, tools, and helpers?

Safety Issues *The Guide to Safe Scouting is an important resource in considering safety issues.*
Describe the hazards and safety concerns you and your helpers should be aware of.

Project Planning *You do not have to list every step, but it must be enough to show you have a reasonable idea of how to prepare your plan.*
List some action steps you will take to prepare your project plan. For example "Complete a more detailed set of drawings."

Candidate's Promise* *Sign below before you seek the other approvals for your proposal.*

On my honor as a Scout, I have read this entire workbook, including the "Message to Scouts and Parents or Guardians" on page 5. I promise to be the leader of this project, and to do my best to carry it out for the maximum benefit to the religious institution, school, or community I have chosen as beneficiary.

Signed Date

*Remember: Do not begin any work on your project, or raise any money, or obtain any materials, until your project proposal has been approved.

Unit Leader Approval*	Unit Committee Approval*
I have reviewed this proposal and discussed it with the candidate. I believe it provides impact worthy of an Eagle Scout service project, and will involve planning, development, and leadership. I am comfortable the Scout understands what to do, and how to lead the effort. I will see that the project is monitored, and that adults or others present will not overshadow him.	This Eagle Scout candidate is a Life Scout, and registered in our unit. I have reviewed this proposal, I am comfortable the project is feasible, and I will do everything I can to see that our unit measures up to the level of support we have agreed to provide (if any). I certify that I have been authorized by our unit committee to provide its approval for this proposal.
Signed Date	Signed Date
Name (Printed)	Name (Printed)
Beneficiary Approval*	**Council or District Approval**
This service project will provide significant benefit, and we will do all we can to see it through. We realize funding on our part is not required, but we have informed the Scout of the financial support (if any) that we have agreed to. We understand any fund raising the Scout conducts will be in our name and that funds left over will come to us if we are allowed to accept them. We will provide receipts to donors as required. *Our Eagle candidate has provided us a copy of "Navigating the Eagle Scout Service Project, Information for Project Beneficiaries."* ☐ Yes ☐ No	I have read topics 9.0.2.0 through 9.0.2.15, regarding the Eagle Scout service project, in the *Guide to Advancement*, No. 33088. I agree on my honor to apply the procedures as written, and in compliance with the policy on "Unauthorized Changes to Advancement." Accordingly, I approve this proposal. I will encourage the candidate to prepare a project plan and share it with the designated project coach.
Signed Date	Signed Date
Name (Printed)	Name (Printed)

*While it makes sense to obtain approvals in the order they appear, there shall be no required sequence for the order of obtaining those approvals marked with an asterisk (*). Council or district approval, however, must come after the others.

Proposal Page E

Logistics

Safety! – Safety! – Safety!

Final Planning

Candidate's Promise

Approval Signatures [MUST have all five BEFORE beginning work; District approval LAST]

Project Fundraising

Eagle Scout Service Project Fundraising Application

Before completing this application, it is important to read "Procedures and Limitations on Eagle Scout Service Project Fundraising." This can be found on the next page: "Fundraising Application Page B." Once completed, you must obtain approval from the project beneficiary and your unit leader, and then submit the fundraising application to your council service center at least two weeks in advance of your fundraising efforts. You will be contacted if it cannot be approved or if adjustments must be made. Use this form, not the Unit Money-Earning Application.

Eagle Scout Candidate

Name:	Preferred telephone(s):		
Address:	City:	State:	Zip:
Email address:			
Check one ☐ Troop ☐ Team ☐ Crew ☐ Ship	Unit No.		
Name of district:	Name of council:		

Project Beneficiary *(Name of the religious institution, school, or community)*

Name:	Preferred telephone(s):		
Address:	City:	State:	Zip:
Email address:			

Project Beneficiary Representative *(Name of contact person for the project beneficiary)*

Name:	Preferred telephone(s):		
Address:	City:	State:	Zip:
Email address:			

Describe how funds will be raised:

Proposed date the service project will begin:

Proposed dates for the fundraising efforts:

How much money do you expect to raise?

If people or companies will be asked for donations of money, materials, supplies, or tools, how will this be done and who will do it?*

**You must attach a list of prospective donor names and what they will be asked to donate. This is not required for an event like a car wash.*

Are any contracts to be signed? If so, by whom?

Contract details:

Approvals *The beneficiary and unit leader sign below, in any order, before authorized council approval is obtained.*

Beneficiary		Unit Leader		Authorized Council Approval*	
Signed	Date	Signed	Date	Signed	Date

**Councils may delegate approval to districts or other committees according to local practices.*

Fundraising Application Page A

Procedures and Limitations on Eagle Scout Service Project Fundraising

The Eagle Scout Service Project Fundraising Application must be used in obtaining approval for service project fundraising or for securing in-kind donations such as supplies or materials.* Send the completed form with any attachments to your local council service center, where it will be routed to those responsible for approval. This may be a district executive or another staff member, the council or district advancement committee, a finance committee, etc., as determined by your council. Only one form is required per service project even if there will be multiple events, participants, or donors.

**This application is not necessary for contributions from the candidate, his parents or relatives, his unit or its chartered organization, parents or members in his unit, or the beneficiary. All proceeds left over from fundraising or donations, whether money, materials, supplies, etc., regardless of the source, go to the beneficiary. If the beneficiary is not allowed, for whatever reason, to retain any excess funds or materials, etc., the beneficiary should designate a suitable charity to receive them, or allow the unit to retain them. The unit must not influence this decision.*

If the standards below are met, your fundraising effort likely will be approved.

1. Eagle Scout service projects may not be fundraisers. In other words, the candidate may not stage an effort that primarily collects money, even if it is for a worthy charity. Fundraising is permitted only for securing materials, etc., and otherwise facilitating a project. Unless the effort involves contributions only from the beneficiary, the candidate, his parents or relatives, his unit or its chartered organization, or from parents or members in his unit, it must be approved by the local council. This is achieved by submitting the Eagle Scout Service Project Fundraising Application.

2. It must be clear to all donors or event participants that the money is being raised on behalf of the project beneficiary. Once collected, money raised must be turned over to the beneficiary or to the candidate's unit for deposit until needed for the project. If the unit receives the funds, it must release them to the beneficiary once expenses have been paid.

3. Any contracts must be signed by a responsible adult, acting as an individual, without reference to the Boy Scouts of America. The person who signs the contract is personally liable. Contracts must not and cannot bind the local council, the Boy Scouts of America, or the unit's chartered organization.

4. If something is to be sold, we want people to buy it because it is a quality product, not just because of an association with Scouting. Buyers or donors must be informed that the money will be used for an Eagle Scout service project to benefit the school, religious institution, or community chosen, and any funds left over will go to that beneficiary.

5. Any products sold, or fundraising activities conducted, must be in keeping with the ideals and principles of the BSA. For example, they must not include raffles or other games of chance.

6. Should any donors want documentation of a gift, this must be provided through the project beneficiary, not the Boy Scouts of America. If a donor or fundraising participant wants a receipt, this too, must be provided in the name of the beneficiary.

7. Youth are not normally permitted to solicit funds on behalf of other organizations. However, a local council may allow an exception for Eagle Scout service projects.

8. Local councils may determine that certain types of fundraisers such as bake sales and car washes do not require a fundraising application. Councils may also establish dollar thresholds, as well; for example, "Any effort expected to raise less than $500 does not require an application."

Fundraising Application Page B

Typical Funding Sources

- The Beneficiary
- The Scout or the Scout's Family
- The Scout's Unit, a Unit Leader, or Chartered Partner
- Other Sources, public donations

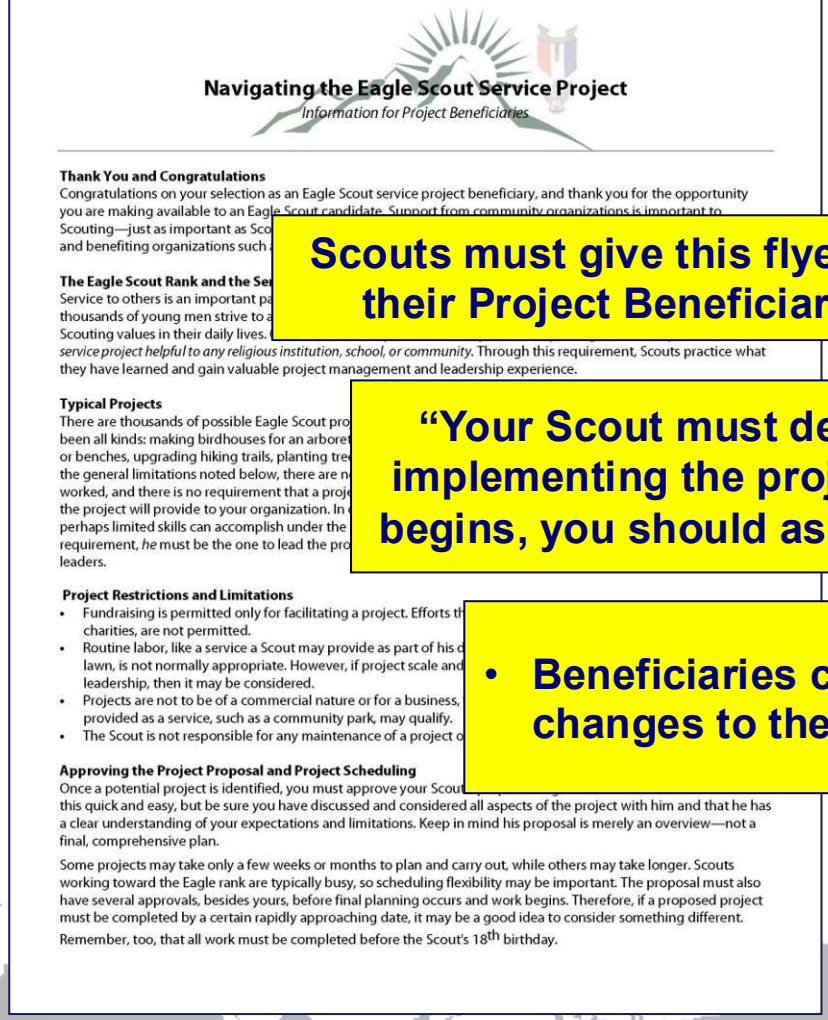
Discounts or Donations can be requested:

- Many hardware chains or local businesses will discount or donate merchandise/food for Eagle Projects.

Typical Funding Sources

- Donations less than $1K from beneficiary, Scout, Troop, family, and relatives do not require submittal of Fundraising form. Donations >$1K from above requires Fundraising form.
- Donations from public sources in any amount require the Fundraising form to be submitted. Project can begin after proposal is approved, but funds cannot be collected until project proposal is approved + Council signs Fundraising form.
- Donated funds should be held by beneficiary (best) or Unit (OK), not by the Scout.
- In any event, the form is included with the application submittal.

Information for Project Beneficiaries



Navigating the Eagle Scout Service Project

Information for Project Beneficiaries

Thank You and Congratulations

Congratulations on your selection as an Eagle Scout service project beneficiary, and thank you for the opportunity you are making available to an Eagle Scout candidate. Support from community organizations is important to Scouting—just as important as Sco and benefiting organizations such

The Eagle Scout Rank and the Se

Service to others is an important pa thousands of young men strive to a Scouting values in their daily lives. *service project helpful to any religious institution, school, or community.* Through this requirement, Scouts practice what they have learned and gain valuable project management and leadership experience.

Typical Projects

There are thousands of possible Eagle Scout pro been all kinds: making birdhouses for an arboret or benches, upgrading hiking trails, planting tre the general limitations noted below, there are n worked, and there is no requirement that a proj the project will provide to your organization. In perhaps limited skills can accomplish under the requirement, *he* must be the one to lead the pro leaders.

Project Restrictions and Limitations

- Fundraising is permitted only for facilitating a project. Efforts th charities, are not permitted.
- Routine labor, like a service a Scout may provide as part of his d lawn, is not normally appropriate. However, if project scale and leadership, then it may be considered.
- Projects are not to be of a commercial nature or for a business, provided as a service, such as a community park, may qualify.
- The Scout is not responsible for any maintenance of a project o

Approving the Project Proposal and Project Scheduling

Once a potential project is identified, you must approve your Scout this quick and easy, but be sure you have discussed and considered all aspects of the project with him and that he has a clear understanding of your expectations and limitations. Keep in mind his proposal is merely an overview—not a final, comprehensive plan.

Some projects may take only a few weeks or months to plan and carry out, while others may take longer. Scouts working toward the Eagle rank are typically busy, so scheduling flexibility may be important. The proposal must also have several approvals, besides yours, before final planning occurs and work begins. Therefore, if a proposed project must be completed by a certain rapidly approaching date, it may be a good idea to consider something different.

Remember, too, that all work must be completed before the Scout's 18th birthday.

Approving Final Plans

After his proposal is approved by the BSA local council, your Scout must develop a plan for implementing the project. Before work begins, you should ask to see the plan. It may come in any format you desire or are willing to accept. It could even be a detailed verbal description. That said, the BSA includes a "Final Plan" form in your Scout's *Eagle Scout Service Project Workbook*, and we recommend that you ask your Scout to use it. If in your plan review you have any concerns the project may run into trouble or not produce the results you want, do not hesitate to require improvements *before* work begins.

Permits, Permissions, and Authorizations

- If the project requires building permits, etc., your Scout needs to know about them for his planning. However, your organization must be responsible for all permitting. This is not a duty for the Scout.
- Your organization must sign any contracts.
- If digging is involved, it is your responsibility to locate, mark, and protect underground utilities as necessary.
- If you need approval from a committee, your organization's management, or a parent organization, etc., be sure to allow additional time and let the Scout know if he is to assist with this.

nding the Project

gle service projects often require fundraising. Donations of any money, materials, or services must be preapproved the BSA unless provided by your organization; by the Scout, his parents, or relatives; or by his troop or its chartered organization. The Scout must make it clear to donors or fundraising event participants that the money is being raised on the project beneficiary's behalf, and that the beneficiary will retain any leftover funds. If receipts are needed, your organization must provide them. If your organization is not allowed to retain leftover funds, you should designate a Scout's unit.

thers," your Scout must be given every opportunity to succeed out's troop must provide adults to assist or keep an eye on things, available. The Scout, however, *must* provide the leadership nterference.

Scout will identify potential hazards and risks and outline strategies to prevent and handle injuries or emergencies. Scouts as minors, however, *cannot be held responsible for safety*. Adults must accept this responsibility. Property owners, for example, are responsible for issues and hazards related to their responsible for se share them with the t until concerns are

pport. The report will be ur reasonable This is not the time,

The Eagle Scout service project is an accomplishment a Scout will always remember. Your reward will be a helpful project and, more important, the knowledge you have contributed to a young man's growth.

Navigating the Eagle Scout Service Project is also available for download at: http://www.scouting.org/advancement.

Scouts must give this flyer to their Project Beneficiary

"Your Scout must develop a plan for implementing the project. Before work begins, you should ask to see the plan."

- **Beneficiaries cannot make significant changes to the proposal after approval.**

GTA §9.0.2.6; §9.0.2.10; §9.0.2.11

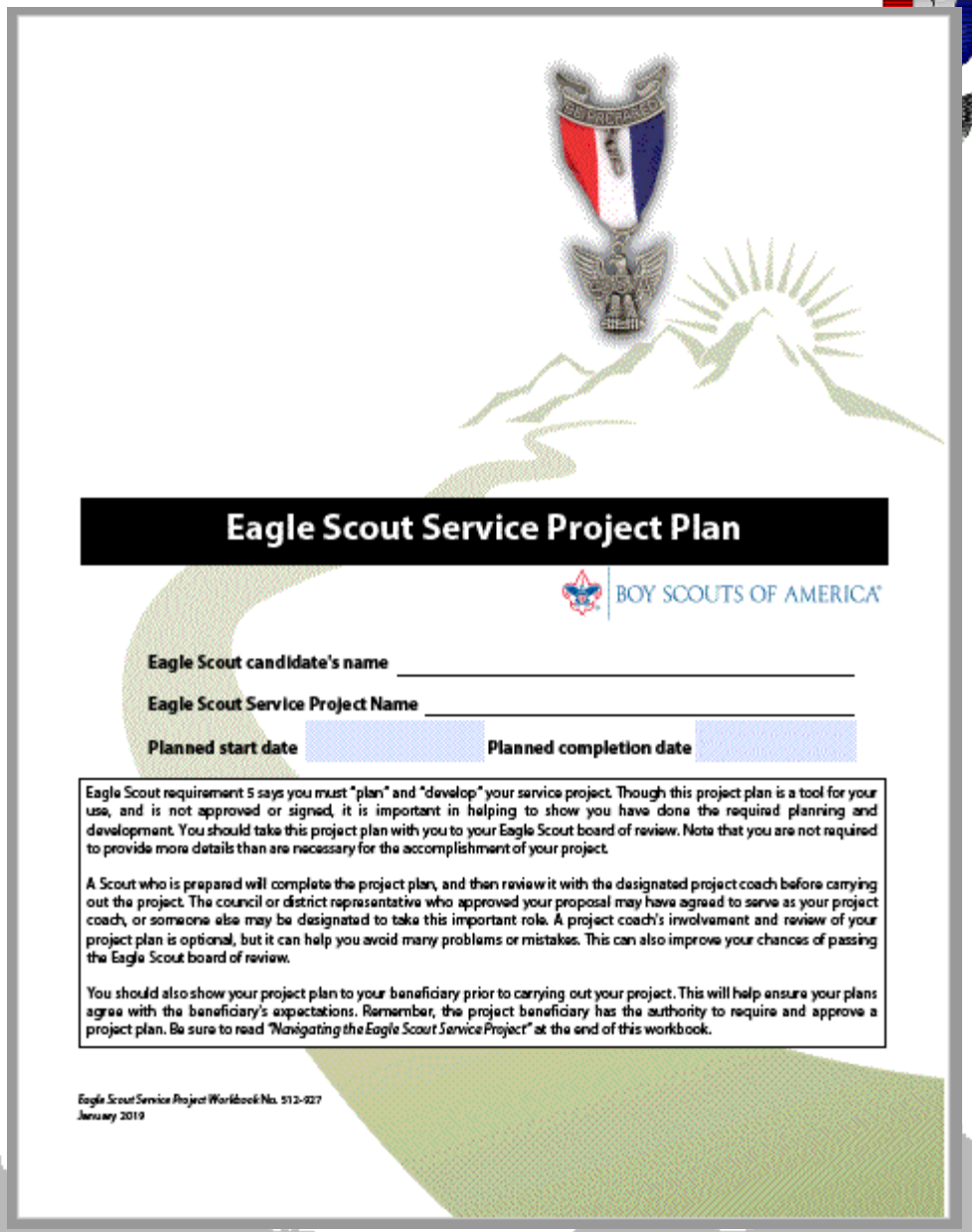
Common issues

- Handwritten forms that are illegible
- Unit passing along a weak proposal
- Incomplete forms/missing info
- Registered name v common name
- Excess funds, if any, go to beneficiary, not the Scout
- Use of kits not acceptable

PROJECT PLAN

The goal is to ensure that:

- **Critical issues are understood and resolved**
- **All preparation tasks are described in detail**
- **Leadership roles and responsibilities are defined**
- **Clear step-by-step process**
- **Level of detail depends on complexity and risks**
- **Any <u>major</u> change(s) will require project re-approvals!**



Eagle Scout Service Project Plan

BOY SCOUTS OF AMERICA

Eagle Scout candidate's name _____

Eagle Scout Service Project Name _____

Planned start date _____ Planned completion date _____

Eagle Scout requirement 5 says you must "plan" and "develop" your service project. Though this project plan is a tool for your use, and is not approved or signed, it is important in helping to show you have done the required planning and development. You should take this project plan with you to your Eagle Scout board of review. Note that you are not required to provide more details than are necessary for the accomplishment of your project.

A Scout who is prepared will complete the project plan, and then review it with the designated project coach before carrying out the project. The council or district representative who approved your proposal may have agreed to serve as your project coach, or someone else may be designated to take this important role. A project coach's involvement and review of your project plan is optional, but it can help you avoid many problems or mistakes. This can also improve your chances of passing the Eagle Scout board of review.

You should also show your project plan to your beneficiary prior to carrying out your project. This will help ensure your plans agree with the beneficiary's expectations. Remember, the project beneficiary has the authority to require and approve a project plan. Be sure to read *"Navigating the Eagle Scout Service Project"* at the end of this workbook.

Eagle Scout Service Project Workbook No. 512-927
January 2019

PROJECT PLAN

Review of the Plan:

- The project is approved based on the Project Proposal.
- The Project Plan must be reviewed by the Beneficiary who can make minor changes and/or improvements before the project proceeds.
- The Scout's Eagle Advisor or Project Coach should review the Final Plan to ensure it is adequate. [The District Advancement Chair can assist if asked.]
- The Scout's Eagle Board will evaluate the Plan, how the Scout demonstrated leadership, and whether the project was a success.
- A good final plan is so well laid out that another Scout could pick up the workbook and conduct the project!

CONDUCTING THE PROJECT

- **The Eagle candidate must be the project leader of a least 2 others. The project is about demonstrating leadership and performing service to others.**
- **Completing preparation tasks well before the day of the project are the hidden keys to success.**
- **Complex projects should have a management team with duties assigned by the project leader.**
- **Scouts should record notes and observations immediately after each day of project activity. This is critical for multi-day projects, and even more so for projects spanning multiple weekends.**

CONDUCTING THE PROJECT

Scout shall read the *Guide to Safe Scouting* and *Age Guidelines for Tool Usage* for guidance

Adult duties can include:

- **Use of power tools and motor vehicles**
- **Two-deep supervision and safety monitoring**
- **Logistic support (food, security, photos, signing permits for minors, dealing with vendors who won't talk to minors, transport of project items)**
- **Other tasks, provided that they are directed by the Eagle candidate**

Adults should avoid directing project activities

- **Adult suggestions may be offered for consideration by the Eagle candidate**

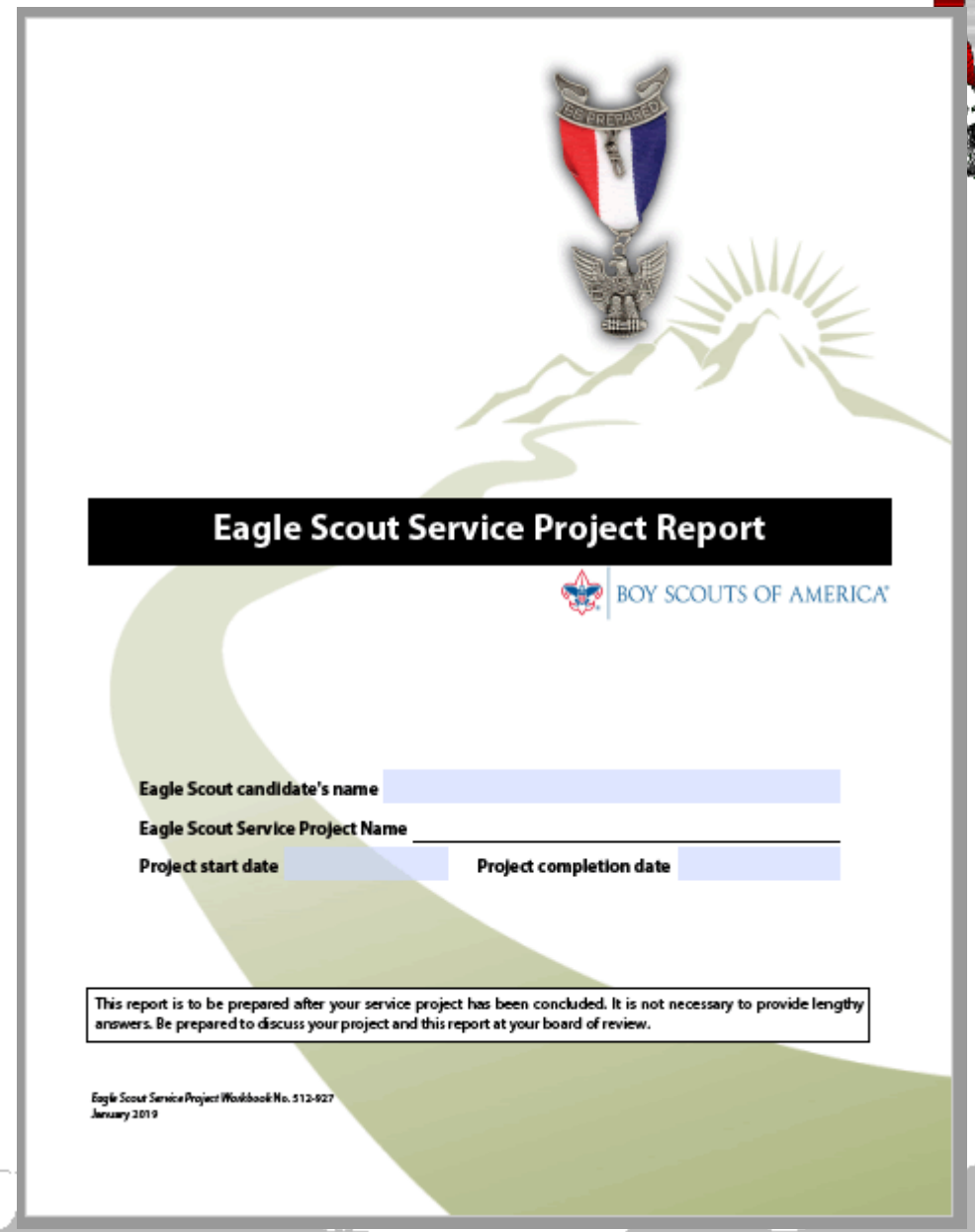
RISK MANAGEMENT

- Eagle projects are official Scouting activities and must conform to applicable Scouting America policies and procedures.
- The Scout's unit has the same safety responsibilities as any other unit activity.
- Safety standards include Youth Protection, two-deep leadership, tool safety, and other provisions in the *Guide to Safe Scouting*.
- An "approved" Eagle Project may be stopped by anyone at any time based on safety concerns.

GTA §9.0.2.14

PROJECT REPORT

- Describes what was actually done and what lessons were learned.
- Project Beneficiary and Unit Leader sign to document the project is satisfactory and complete.
- The Scout's Eagle Board will review and evaluate the Project Report.



Eagle Scout Service Project Report

BOY SCOUTS OF AMERICA

Eagle Scout candidate's name

Eagle Scout Service Project Name

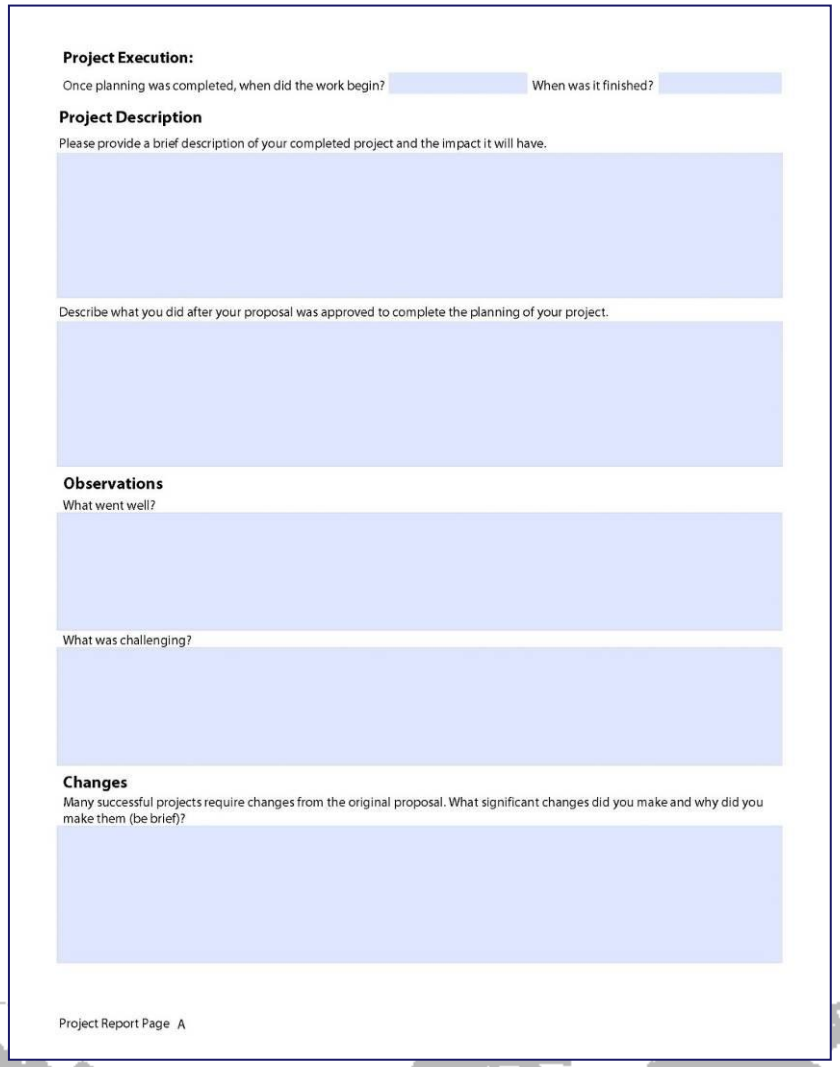
Project start date

Project completion date

This report is to be prepared after your service project has been concluded. It is not necessary to provide lengthy answers. Be prepared to discuss your project and this report at your board of review.

Eagle Scout Service Project Workbook No. 512-927
January 2019

Project Report Page A



Project Execution:

Once planning was completed, when did the work begin? When was it finished?

Project Description

Please provide a brief description of your completed project and the impact it will have.

Describe what you did after your proposal was approved to complete the planning of your project.

Observations

What went well?

What was challenging?

Changes

Many successful projects require changes from the original proposal. What significant changes did you make and why did you make them (be brief)?

Project Report Page A

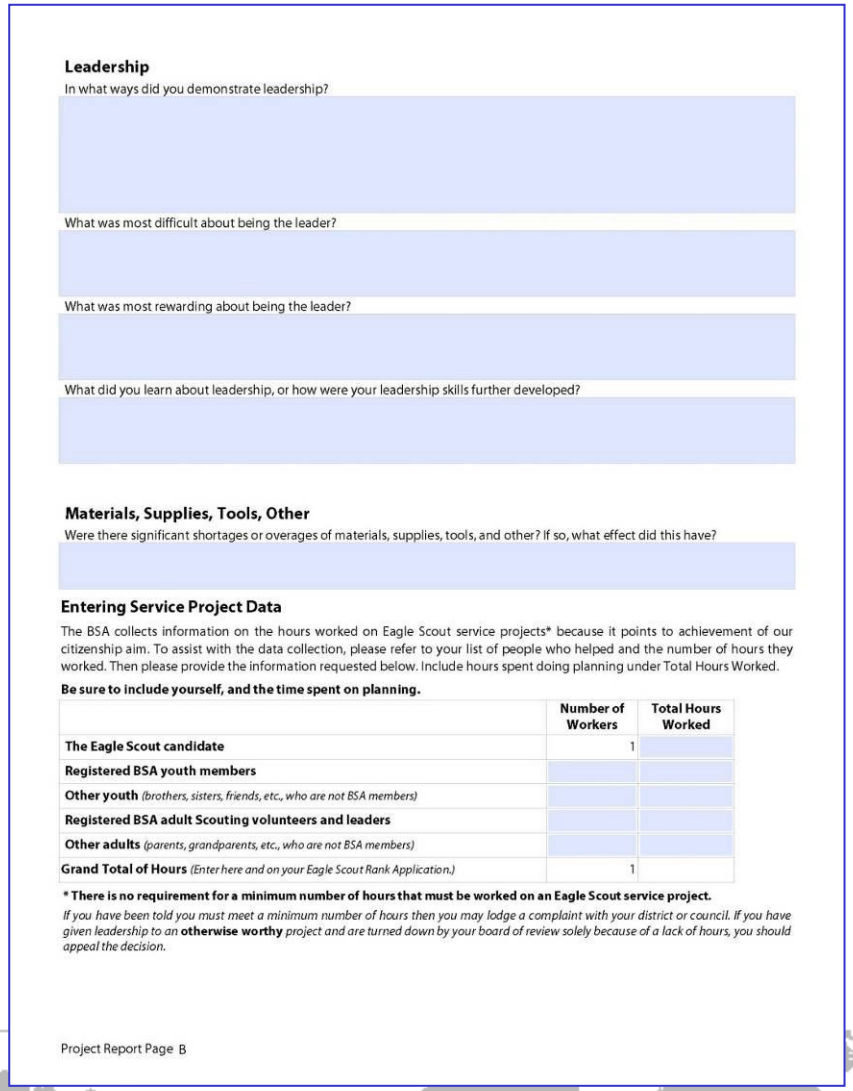
Project Date(s):

Project Description – <u>a narrative of what was actually done</u>, NOT just a repeat of the description in the proposal !

Successful and Challenging Aspects; i.e., a retrospective.

Changes – Important and often under-reported. Commonly explored in the Board of Review

Project Report Page B



Leadership

In what ways did you demonstrate leadership?

What was most difficult about being the leader?

What was most rewarding about being the leader?

What did you learn about leadership, or how were your leadership skills further developed?

Materials, Supplies, Tools, Other

Were there significant shortages or overages of materials, supplies, tools, and other? If so, what effect did this have?

Entering Service Project Data

The BSA collects information on the hours worked on Eagle Scout service projects* because it points to achievement of our citizenship aim. To assist with the data collection, please refer to your list of people who helped and the number of hours they worked. Then please provide the information requested below. Include hours spent doing planning under Total Hours Worked.

Be sure to include yourself, and the time spent on planning.

	Number of Workers	Total Hours Worked
The Eagle Scout candidate	1	
Registered BSA youth members		
Other youth *(brothers, sisters, friends, etc., who are not BSA members)*		
Registered BSA adult Scouting volunteers and leaders		
Other adults *(parents, grandparents, etc., who are not BSA members)*		
Grand Total of Hours *(Enter here and on your Eagle Scout Rank Application.)*	1	

*** There is no requirement for a minimum number of hours that must be worked on an Eagle Scout service project.**

If you have been told you must meet a minimum number of hours then you may lodge a complaint with your district or council. If you have given leadership to an **otherwise worthy** *project and are turned down by your board of review solely because of a lack of hours, you should appeal the decision.*

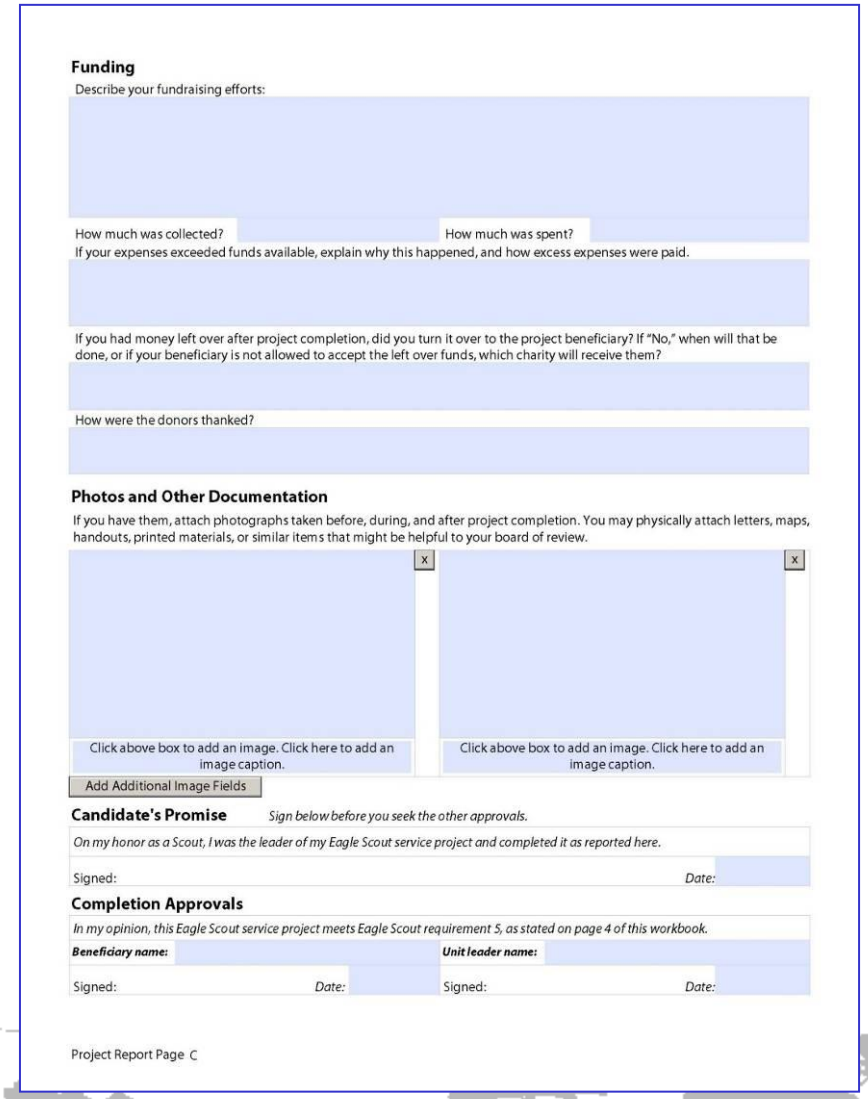
Project Report Page B

Leadership Self-Evaluations "After Action Report"

Issues with Materials, Supplies, Tools, etc., and how they were handled

Service Hours [*Is there a minimum?*]

Project Report Page C



Funding

Describe your fundraising efforts:

How much was collected? How much was spent?

If your expenses exceeded funds available, explain why this happened, and how excess expenses were paid.

If you had money left over after project completion, did you turn it over to the project beneficiary? If "No," when will that be done, or if your beneficiary is not allowed to accept the left over funds, which charity will receive them?

How were the donors thanked?

Photos and Other Documentation

If you have them, attach photographs taken before, during, and after project completion. You may physically attach letters, maps, handouts, printed materials, or similar items that might be helpful to your board of review.

Click above box to add an image. Click here to add an image caption.

Click above box to add an image. Click here to add an image caption.

Add Additional Image Fields

Candidate's Promise *Sign below before you seek the other approvals.*

On my honor as a Scout, I was the leader of my Eagle Scout service project and completed it as reported here.

Signed: *Date:*

Completion Approvals

In my opinion, this Eagle Scout service project meets Eagle Scout requirement 5, as stated on page 4 of this workbook.

Beneficiary name: ***Unit leader name:***

Signed: *Date:* Signed: *Date:*

Project Report Page C

Funding Issues (if any)

Photos and Other Documents [Again, can attach] Captions are VERY Helpful!

Completion Approvals [Secondary Signature Page – Often Forgotten!]

6. Scoutmaster Conference

Unless the Scout has received a time extension, the Unit Leader conference (and all other rank requirements) must be accomplished before the Scout's 18th birthday. Scouts who procrastinate run the risk of remaining "Life for Life". No credit for advancement once the candidate has turned 18!

To prepare for the conference, the Scout would ideally present:

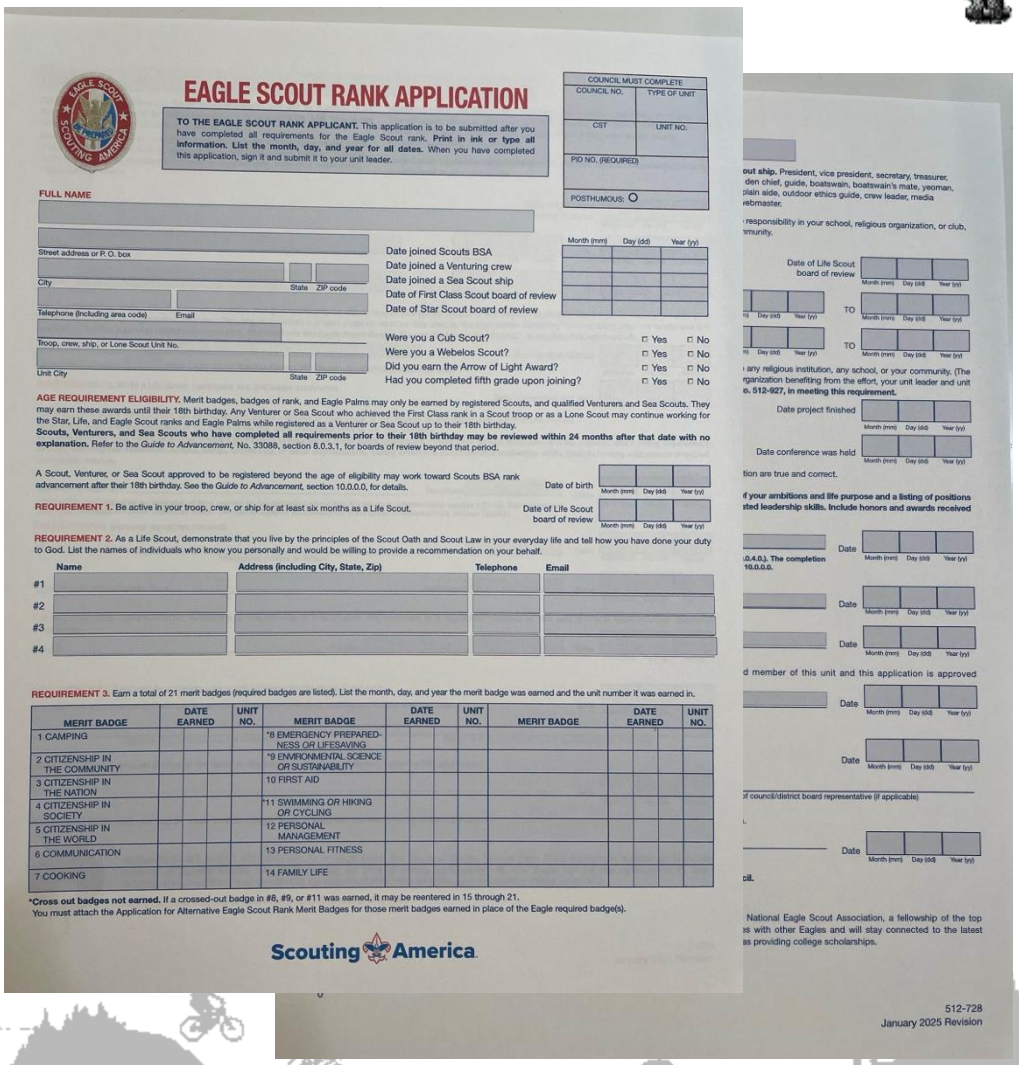
A statement of his Ambitions and Life Purpose

A listing of positions held inside and outside of Scouting, honors received, and other accomplishments (similar to a resume).

- How do you get a time extension?
  - Special Needs
  - Extenuating Circumstances

- Eagle Scout Rank Application

- **Finalized after all Eagle requirements have been accomplished.**
- **Must use the most current Scouts/BSA Form No. 512-728 rev. Jan 2025 (found on-line).**
- **Computer entry is required (fillable pdf); ensure it's retrievable!**
- **Accurate information is essential; must match official records!**



EAGLE SCOUT RANK APPLICATION

TO THE EAGLE SCOUT RANK APPLICANT. This application is to be submitted after you have completed all requirements for the Eagle Scout rank. Print in ink or type all information. List the month, day, and year for all dates. When you have completed this application, sign it and submit it to your unit leader.

COUNCIL MUST COMPLETE
COUNCIL NO. | TYPE OF UNIT
CST | UNIT NO.
PID NO. (REQUIRED)
POSTHUMOUS: ○

FULL NAME

Street address or P. O. box
City | State | ZIP code
Telephone (including area code) | Email
Troop, crew, ship, or Lone Scout Unit No.
Unit City | State | ZIP code

Date joined Scouts BSA
Date joined a Venturing crew
Date joined a Sea Scout ship
Date of First Class Scout board of review
Date of Star Scout board of review

Were you a Cub Scout? ☐ Yes ☐ No
Were you a Webelos Scout? ☐ Yes ☐ No
Did you earn the Arrow of Light Award? ☐ Yes ☐ No
Had you completed fifth grade upon joining? ☐ Yes ☐ No

AGE REQUIREMENT ELIGIBILITY. Merit badges, badges of rank, and Eagle Palms may only be earned by registered Scouts, and qualified Venturers and Sea Scouts. They may earn these awards until their 18th birthday. Any Venturer or Sea Scout who achieved the First Class rank in a Scout troop or as a Lone Scout may continue working for the Star, Life, and Eagle Scout ranks and Eagle Palms while registered as a Venturer or Sea Scout up to their 18th birthday. **Scouts, Venturers, and Sea Scouts who have completed all requirements prior to their 18th birthday may be reviewed within 24 months after that date with no explanation.** Refer to the *Guide to Advancement*, No. 33088, section 8.0.3.1, for boards of review beyond that period.

A Scout, Venturer, or Sea Scout approved to be registered beyond the age of eligibility may work toward Scouts BSA rank advancement after their 18th birthday. See the *Guide to Advancement*, section 10.0.0.0, for details.

Date of birth (Month (mm) Day (dd) Year (yy))

REQUIREMENT 1. Be active in your troop, crew, or ship for at least six months as a Life Scout.

Date of Life Scout board of review

REQUIREMENT 2. As a Life Scout, demonstrate that you live by the principles of the Scout Oath and Scout Law in your everyday life and tell how you have done your duty to God. List the names of individuals who know you personally and would be willing to provide a recommendation on your behalf.

	Name	Address (including City, State, Zip)	Telephone	Email
#1				
#2				
#3				
#4				

REQUIREMENT 3. Earn a total of 21 merit badges (required badges are listed). List the month, day, and year the merit badge was earned and the unit number it was earned in.

MERIT BADGE	DATE EARNED	UNIT NO.	MERIT BADGE	DATE EARNED	UNIT NO.	MERIT BADGE	DATE EARNED	UNIT NO.
1 CAMPING			*8 EMERGENCY PREPAREDNESS OR LIFESAVING					
2 CITIZENSHIP IN THE COMMUNITY			*9 ENVIRONMENTAL SCIENCE OR SUSTAINABILITY					
3 CITIZENSHIP IN THE NATION			10 FIRST AID					
4 CITIZENSHIP IN SOCIETY			*11 SWIMMING OR HIKING OR CYCLING					
5 CITIZENSHIP IN THE WORLD			12 PERSONAL MANAGEMENT					
6 COMMUNICATION			13 PERSONAL FITNESS					
7 COOKING			14 FAMILY LIFE					

*Cross out badges not earned. If a crossed-out badge in #8, #9, or #11 was earned, it may be reentered in 15 through 21. You must attach the Application for Alternative Eagle Scout Rank Merit Badges for those merit badges earned in place of the Eagle required badge(s).

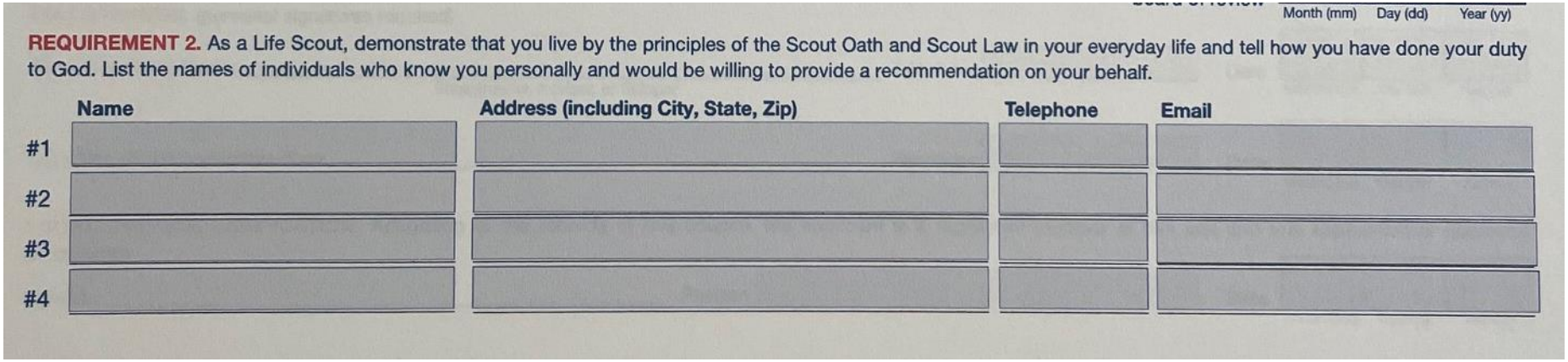
Scouting America

512-728
January 2025 Revision

Requirement 2 - References

The Scout must demonstrate they live by the principles of the Scout Oath and Law in their daily life.

- **Must list the names of certain individuals who know them and can provide a recommendation on their behalf.**
- **<u>The Scout will request and provide links to assist references.</u> They are confidential and neither the Scout nor his parents can ever view them.**



Month (mm) Day (dd) Year (yy)

REQUIREMENT 2. As a Life Scout, demonstrate that you live by the principles of the Scout Oath and Scout Law in your everyday life and tell how you have done your duty to God. List the names of individuals who know you personally and would be willing to provide a recommendation on your behalf.

	Name	Address (including City, State, Zip)	Telephone	Email
#1				
#2				
#3				
#4				

Requirement 3 – Merit Badges

- The dates are important and must match BSA records.
- Reconcile any differences using blue cards or Scoutbook records.
- Enter extra Eagle Required MBs in optional MBs first, then Non-Eagle Required MBs in chronological order, starting with the first one earned.

REQUIREMENT 3. Earn a total of 21 merit badges (required badges are listed). List the month, day, and year the merit badge was earned and the unit number it was earned in.

MERIT BADGE	DATE EARNED	UNIT NO.	MERIT BADGE	DATE EARNED	UNIT NO.	MERIT BADGE	DATE EARNED	UNIT NO.
1 CAMPING			*8 EMERGENCY PREPAREDNESS *OR* LIFESAVING					
2 CITIZENSHIP IN THE COMMUNITY			*9 ENVIRONMENTAL SCIENCE *OR* SUSTAINABILITY					
3 CITIZENSHIP IN THE NATION			10 FIRST AID					
4 CITIZENSHIP IN SOCIETY			*11 SWIMMING *OR* HIKING *OR* CYCLING					
5 CITIZENSHIP IN THE WORLD			12 PERSONAL MANAGEMENT					
6 COMMUNICATION			13 PERSONAL FITNESS					
7 COOKING			14 FAMILY LIFE					

***Cross out badges not earned.** If a crossed-out badge in #8, #9, or #11 was earned, it may be reentered in 15 through 21. You must attach the Application for Alternative Eagle Scout Rank Merit Badges for those merit badges earned in place of the Eagle required badge(s).

- **What about Eagle Palms?**

Application Verification

- After all unit-level signatures have been obtained, the Scout's Unit Leadership should review all materials.
- The Scout (preferred) or a Unit representative submits an electronic copy of the application to Council for review (pre-certification). Email: Eagles@svmbc@org
- Council validates the application to certify that it is acceptable, and notifies the District Adv Chair.
- District Adv Chair notifies Unit of Council validation and the Unit can then schedule the Scout's Eagle Board of Review once all documentation (references, statement of ambition, etc) is available.

7. Eagle Scout Board of Review

- The *Guide to Advancement* sets the standards for conducting an Eagle Board of Review.
- Eagle Boards are organized by the Scout's unit.
- A District Representative, or designee, must be on the Board. Minimum 3 members maximum 6, and all BoR members must be 21 or older. Need not be SYT trained.
- Highly suggest community participation on Board.
- Reference letters, if submitted, and ambition statement must be provided to the Board of Review. Allow time to review prior to BoR.
- May be held up to 2 years after a Scout's 18th birthday without additional approvals. Sooner holds more importance.

Eagle Scout Board of Review

- The Board has a two-fold purpose:
  - To discuss the quality of the Scout's character and his/her life experiences
  - To determine whether the Scout has fulfilled the requirements for Eagle rank
- The Scout will be asked to describe and evaluate their Eagle project, career in Scouting, and plans for the future.
- The Board's decision to recommend or not recommend advancement to Eagle must be unanimous.

Post-Board of Review

- After a successful Eagle Board, the paperwork is returned to the Council for processing and then forwarded to BSA National HQ for approval.
- Once approved, the Eagle rank will appear in Scoutbook, This usually takes a 4-6 weeks.
- Once the Eagle rank appears in Scoutbook, the Eagle Court of Honor can be planned.

The Eagle Court of Honor

- Each unit has their own traditions, but the Scout and parents usually organize the ceremony, and it is separate from a “normal” Court of Honor.
- There are many ECoH variations, but two program items are essential:
  - The Scout is read the “Eagle Charge”
  - The Scout recites the “Eagle Promise”

Beware!

Eagle Scout Procedures have undergone extensive changes over recent years, and additional changes are forthcoming.

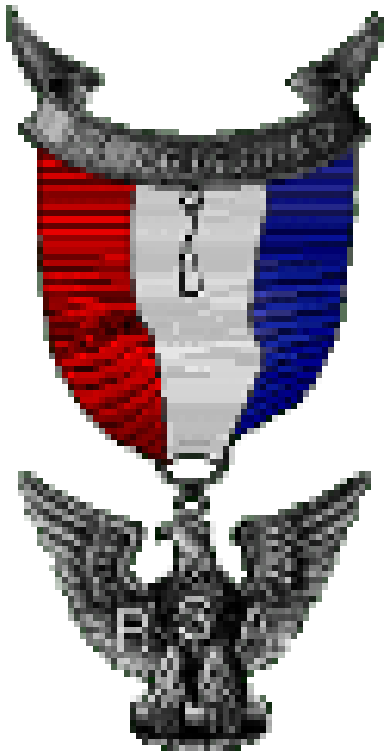
Information found on sites other than the Official Scouts/BSA sites is *often* outdated and incorrect!

www.scouting.org

More Information/Resources

Advancement Resources
www.scouting.org/programs/scouts-bsa/advancement-and-awards/resources/

BSA Guide to Advancement, 2021 ed.
BSA Pubs #33088 (pdf)

Eagle Scout Service Project Workbook
BSA Pubs #512-927

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