LIFE TO EAGLE SEMINAR

2026

Project!

- We're here about a project, right?

YES!

- So much more, though, too…

Today's Topics

- Eagle Scout Application
- Eagle Scout Coaches
- Eagle Scout Service Project Workbook (dreaded!)
- Eagle Scout Service Project SELECTION!
- The Project Plan and Execution
- Completing the Write Up
- Paperwork Packet Submission
- Eagle Scout Board of Review & Court of Honor
- Everything Else Peppered Throughout…

APPLICATION??!!!

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 entering dates please use the format **mm/dd/yy** — for example, list the date July 8, 2024, as 07/08/24. When you have completed this application, sign it and submit it to your unit leader.

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

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

MALE O   FEMALE O

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

	Yes	No
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.

Where is the Application?
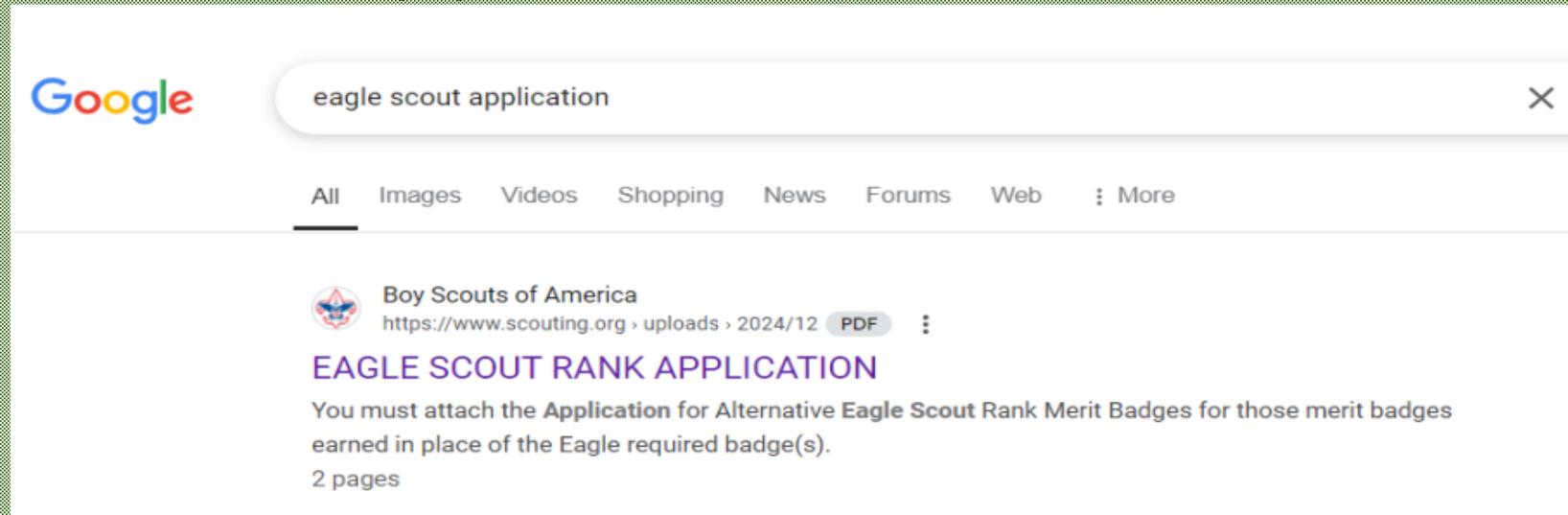
- Search "Eagle Scout Application" online
- [PDF]**EAGLE SCOUT RANK APPLICATION COUNCIL NO. TYPE OF ...**
- https://filestore.scouting.org/filestore/pdf/512-728_WB_fillable.pdf
- Troop: myscouting.org, scoutbook.org, scoutnet, administrative BSA softwares
- Prints out with all up to date info filled in

What to Do?

- Save a copy locally on your personal computer and begin to fill it in. (fillable PDF document)
- Use the **EAGLE SCOUT RANK APPLICATION** as your guide, checklist and tool through the entire rank
- 512-728_WB_fillable.pdf
- The correct, free to use document maintained and updated as necessary by the BSA

Eagle Application: Be Prepared

- Verify Dates – Double-check and get corrected
  - Blue Cards = the correct date
  - Troop Advancement Report (Troop Master: Individual History Report)
  - Scoutnet Merit Badge and Rank dates from Council
- Eagle Project Plan Completed Paperwork
  - Hours on project
  - Last date of project completion

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 entering dates please use the format **mm/dd/yy** — for example, list the date July 8, 2024, as 07/08/24. 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: ◯	

MALE ◯   FEMALE ◯

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

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

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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.

Legal Name and Address

- Appears on Eagle Certificate – District Form
- All mail to this address

Summary Dates on Top Right

- From Troop Advancement Report or Scoutnet Report
- Know your cub scout records (luckily dates not required!)

EAGLE SCOUT RANK REQUIREMENTS

- 1. Be **active** <u>**active**</u> in your troop for a period of at least **six months as a Life Scout.**

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
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.

Age Requirement Eligibility

- Date of Birth
  - Requirements to be completed before 18th birthday unless exception granted
  - Paperwork within 3 months of 18th birthday unless preapproved by local council with adult explanation for reason for delay
- Date of Life Scout Board of Review
  - (Verify that date is at least six months since Life rank was awarded)

EAGLE SCOUT RANK REQUIREMENTS

- 2. As a Life Scout, demonstrate Scout spirit by living the Scout Oath and Scout Law. Tell how you have done your duty to God, how you have lived the Scout Oath and Scout Law in your everyday life, and how your understanding of the Scout Oath and Scout Law will guide your life in the future. **List on your Eagle Scout Rank Application the names of individuals who know you personally and would be willing to provide a recommendation on your behalf,** including parents/guardians, religious (if not affiliated with an organized religion, then the parent or guardian provides this reference), educational, employer (if employed), and two other references.

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	Telephone	Email
Reference #1				
Reference #2				
Reference #3				
Reference #4				

2. REFERENCES / LETTERS

•Should be same as actual reference letters

•Completely filled out. If no phone or email, write Not Applicable

•Talk to your references to get their approval or remind them before you put them on the list..

•Hand out by Scout, or Mailed by Scoutmaster/Scout/Advisor

•Scoutmaster should send out requests and receive back in sealed envelopes

•The Return Envelope: Your return address AND who addressed to (Eagle Advisor or Scoutmaster) (RE: Name #). Label letters 1, 2, 3, 4 so that your Scoutmaster can tell you which are received.

•Letters are intended to be confidential and should be opened and viewed only by EBoR members.

EAGLE SCOUT RANK REQUIREMENTS

- 3. Earn a total of 21 merit badges (10 more than required for the Life rank), including these 14 merit badges:

- First Aid
- Citizenship in the Community
- Citizenship in the Nation
- Citizenship in Society * (Required for Eagle after 7/1/2022)
- Citizenship in the World
- Communication
- Cooking
- Personal Fitness
- Emergency Preparedness OR Lifesaving
- Environmental Science OR Sustainability
- Personal Management
- Swimming OR Hiking OR Cycling
- Camping, and
- Family Life

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 PREPARED-NESS *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).

3. Merit Badges – Eagle Required

Unit # = Troop Number

Optional Badges – cross off manually the one not used toward required Eagle badges.

Six Digit Dates in boxes means July 1st, 2024 = 070125

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 PREPARED-NESS *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).

3. Merit Badges – Optional

Recommend (but not required) Choose in Chronological Order (helps with Palm awards later)

Extra Eagle Merit Badges – can be added here. (i.e. earned both Emergency preparedness AND Life saving)

EAGLE SCOUT RANK REQUIREMENTS

- 4. While a Life Scout, serve actively in your troop for six months in one or more of the following positions of responsibility:

- Patrol leader,

- assistant senior patrol leader,

- senior patrol leader,

- troop guide,

- Order of the Arrow troop representative,

- den chief,

- scribe,

- librarian,

- historian,

- quartermaster,

- junior assistant Scoutmaster,

- chaplain aide,

- instructor,

- webmaster, or

- outdoor ethics guide [11]

REQUIREMENT 4. While a Life Scout, serve actively in your unit for a period of six months in one or more of the following positions of responsibility. **List only those positions served after Life board of review date.**

Scout troop. Patrol leader, assistant senior patrol leader, senior patrol leader, troop guide, Order of the Arrow troop representative, den chief, scribe, librarian, historian, quartermaster, junior assistant Scoutmaster, chaplain aide, instructor, webmaster, outdoor ethics guide.

Venturing crew/Sea Scout ship. President, vice president, secretary, treasurer, quartermaster, historian, den chief, guide, boatswain, boatswain's mate, yeoman, purser, storekeeper, chaplain aide, outdoor ethics guide, crew leader, media specialist, specialist or webmaster.

Lone Scout: Leadership responsibility in your school, religious organization, or club, or elsewhere in your community.

Date of Life Scout board of review

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

Position _____

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

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

Position _____

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

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

Boxes at the Top – Full Legal Name again
4. Leadership While Life Scout Rank

-- Verify position is on form list (matches scout handbook)

-- If two Positions, verify adds up to six months.

Life Rank BOR Date - verify matches Scoutnet Records

EAGLE SCOUT RANK REQUIREMENTS

- 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.) A project proposal must be approved by the organization benefiting from the effort, your Scoutmaster and unit committee, and the council or district before you start. You must use the *Eagle Scout Service Project Workbook*, BSA publication No. 512-927, in meeting this requirement. (To learn more about the Eagle Scout service project, see the ***Guide to Advancement***, topics 9.0.2.0 through 9.0.2.15.)

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 Scouting of America.) A 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.**

Project name: _____

Grand total of hours: _____ (from *Eagle Scout Service Project Workbook*—for statistical purposes only)

Date project finished

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

REQUIREMENT 6. While a Life Scout, participate in a unit leader conference.

Date conference was held

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

Req 5: Service Project

Date - Last signature that project is complete on paperwork

Project Name – From your project proposal

Grand Total Hours – including your own , all scouts, all friends, and all adults

***Also needed for District Website on Service Hours

Req 6: Unit Leader Conference (Scoutmaster)

EAGLE SCOUT RANK REQUIREMENTS

- 6. While a Life Scout, participate in a Scoutmaster conference.

- (Additional part of this requirement in **bold** on the application which is overlooked many times!)

- **In preparation for your board of review, prepare and attach to your [Eagle Scout Rank Application](#) a statement of your ambitions and life purpose and a listing of positions held in your religious institution, school, camp, community, or other organizations, during which you demonstrated leadership skills. Include honors and awards received during this service.**

REQUIREMENT 6. While a Life Scout, participate in a unit leader conference.

Date conference was held

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

CERTIFICATION BY APPLICANT. On my honor as a Scout, Venturer, or Sea Scout all statements on this application are true and correct. All requirements, with the exception of my board of review, were completed prior to my 18th birthday.*

In preparation for your board of review, prepare and attach to your Eagle Scout Rank Application a statement of your ambitions and life purpose and a listing of positions held in your religious institution, school, camp, community, or other organizations, during which you demonstrated leadership skills. Include honors and awards received during this service.

Signature of applicant _____ Telephone_____ Date

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

*Or the date established by an extension of time granted by the National Council (see the *Guide to Advancement*, section 9.0.4.0.). The completion date does not apply to Scouts registered beyond the age of eligibility as provided for in the *Guide to Advancement*, section 10.0.0.0.

UNIT APPROVAL (personal signatures required)

Signature of unit leader_____ Telephone_____ Date
Scoutmaster, Advisor, or Skipper

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

Signature of unit committee chair_____ Telephone_____ Date

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

LOCAL COUNCIL VERIFICATION. According to the records of this council, the applicant is a registered member of this unit and this application is approved as accurate.

Signed _____ Position_____ Date

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

Signatures

-Eagle Candidates and phone number and date

-Unit leader (i.e. Scoutmaster) and telephone and date

-Unit Committee Chair and telephone number and date

Eagle Coach

Eagle Coach
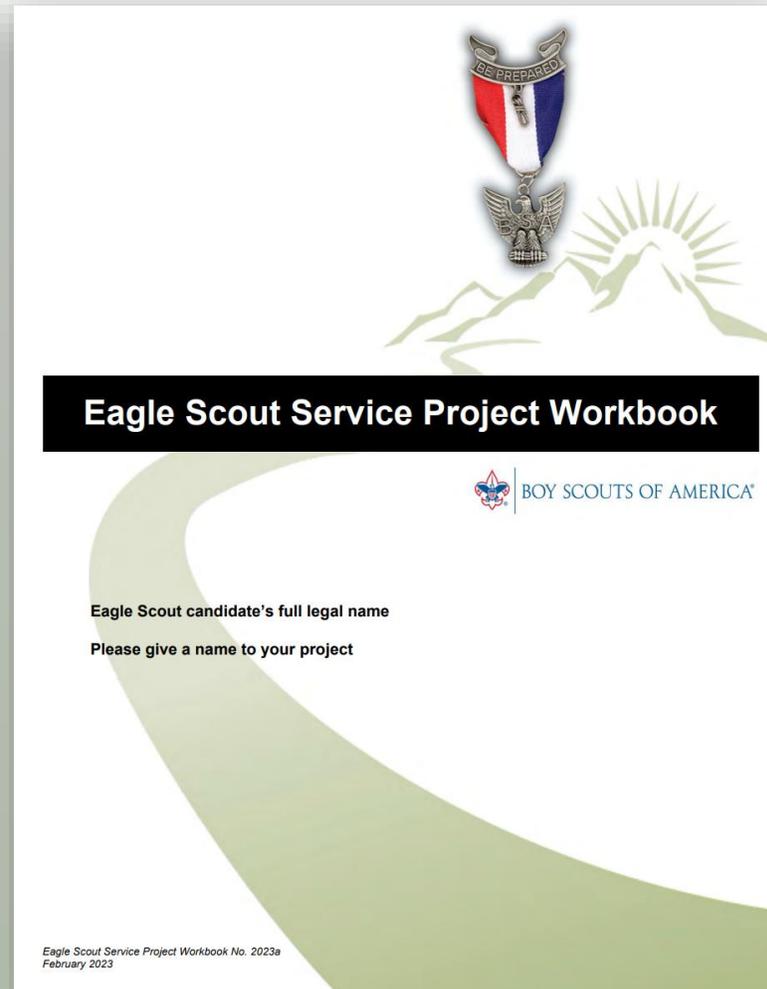
- ✓ Information
- ✓ Advice
- ✓ Guidance
- ✓ Encouragement

Eagle Coach

The Coach will help the scout understand all the facets of the Life to Eagle journey

Web Search to Find and Use the Most Current

EAGLE SCOUT INFORMATION & FORMS

- Application for Duplicate Eagle Scout Credentials
- Belcher Scholarship Form
- Conducting a Successful Eagle Scout Court of Honor
- Eagle Candidate Guide
- Eagle Letter of Recommendation
- Eagle Palm Worksheet/Application
- Eagle Scout Application Checklist
- Eagle Scout Data Sheet
- Eagle Scout Leadership Service Project Workbook
- Eagle Scout Project of the Year Award Application
- Eagle Scout Rank Application
- Eagle Scout Service Project Coach Application
- Guide for Leaders of Eagle Scout Candidates
- Request for Delivery of Eagle Scout Certificate
- Requirements for Eagle Palms

These are to documents you will need on your journey to Eagle.

Eagle Coach Application

Bay-Lakes Council   Boy Scouts of America

EAGLE SCOUT SERVICE PROJECT COACH APPLICATION

(Please type or print)

Name _____   Unit # (if affiliated) _____

Address _____ City _____ Zip _____

Phone   Home _____ ☐ Cell _____ ☐ Work _____ ☐

Please check box to indicate which phone is the preferred contact.

Email _____   Current Scouting Position _____

BSA Member ID # _____   Youth Protection Date _____

To qualify as an Eagle Scout Service Project Coach, you must:
- Be registered with the Boy Scouts of America in any adult position
- Have taken BSA Youth Protection training
- Be knowledgeable about Eagle Scout requirements and service projects
- Be able to work with Scout-age boys.
- Be approved by the Bay-Lakes Council

As an Eagle Scout Service Project Coach, I agree to:
- Follow all BSA policies and procedures pertaining to Eagle Scout Service project, as stated in the *Eagle Scout Service Project* Workbook and in the *Guide to Advancement*, Section 9. (Both documents available on the Bay-Lakes Council website.)
- Use the BSA method of positive adult association, logic and common sense to help Eagle candidates make good decisions.
- Evaluate project plans by discussing strengths, weaknesses and risks, without dictating changes, withdrawing approval, or taking any other such directive action.

Describe your qualifications to serve as an Eagle Scout Service Project Coach. Include relevant Scouting training and experiences, and any other applicable training and experience (teaching, working with youth, etc.).

CHECK ONE: ☐ I wish to work only with Unit: _____ ☐ I wish to work with all units.
(Number)

I have read and agree to follow the BSA requirements and procedures as outlined.

Applicant's signature: _____ Date: _____

District approval: _____ Date: _____

Council approval: _____ Date: _____

Contact Information

Eagle Scout candidates should know who is involved, but contact information may be more important to unit leaders and others in case they want to talk to each other. While it is recognized that not all the information will be needed for every project, Scouts are expected to provide as much as reasonably possible. Approval representatives must understand, however, that doing so is not part of the service project requirement.

Eagle Scout Candidate

Name:	Birth date:
Email Address:	BSA PID number:
Address:	City:	State:	Zip:
Preferred telephone(s):	Life Board of Review date:

Current Unit Information

Check One: Troop Crew Ship	Unit Number:
Name of District:	Name of Council:

Unit Leader   Check One: Scoutmaster   Crew Advisor   Skipper

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

Unit Committee Chair

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

Unit Advancement Coordinator   *(If your unit has one)*

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

Project Beneficiary   *(Name of 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:			

Your Council Service Center

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

Council or District Project Approval Representative

(Your unit leader, unit advancement coordinator, or council or district advancement chair may help you learn who this will be.)

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

Project Coach   *(Your council or district project approval representative may help you learn who this will be.)*

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

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Your Council Service Center

Council name:		Phone No.:	
Address:	City:	State:	Zip:
Email address:			

Council or District Project Approval Representative
(Your unit leader, unit advancement coordinator, or council or district advancement chair may help you learn who this will be.)

Name:		Preferred phone Nos.:	
Address:	City:	State:	Zip:
Email address:			

Council Service Center

Bay Lakes Council

2555 Northern Road

P.O. Box 267

Appleton, WI 54912

920 734-5705

CONTACT INFORMATION SHEET

Your Council Service Center

Council name:		Phone No.:	
Address:	City:	State:	Zip:
Email address:			

Council or District Project Approval Representative
(Your unit leader, unit advancement coordinator, or council or district advancement chair may help you learn who this will be.)

Name:	Preferred phone Nos.:		
Address:	City:	State:	Zip:
Email address:			

District Project Approval Representative

Justin Oliphant

Neenah, WI 54956

262-744-0171

GatheringWatersEagleScouts@gmail.com

After the project is completed

- Coaching scout through the final write up of the project.
- Suggesting proper thank you **notes are made**
- **Keep track of the letters of recommendation**
- **Review honors, awards, and statement of life ambitions and life purposes**

The Eagle Scout Leadership Service Project

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 Boy Scouting*.) A 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, BSA publication No. 512-927, in meeting this requirement."

(To learn more about the Eagle Scout service project, see the Guide to Advancement, topics 9.0.2.0 through 9.0.2.15.)

Approved

Give Leadership

Develop

Plan

Life Scout
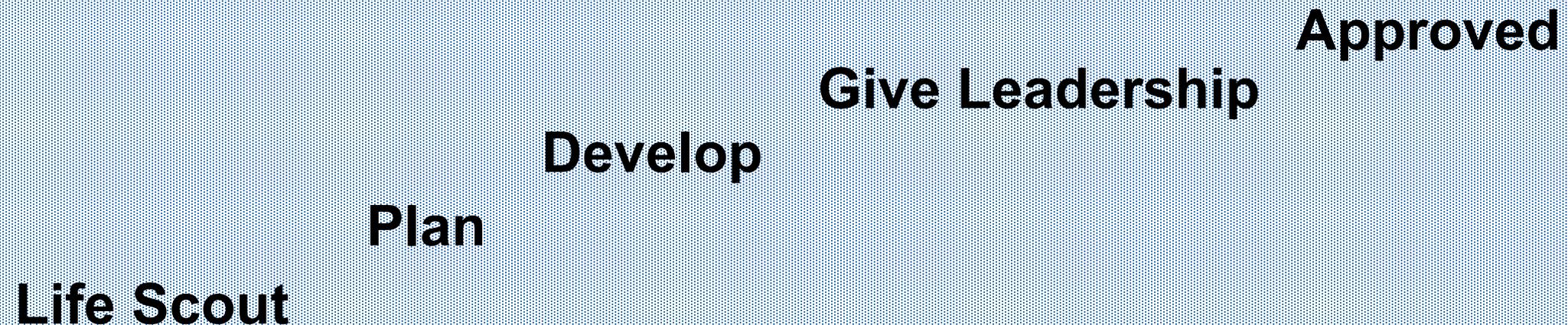
Additional Questions

- DOES THE EAGLE PROJECT HAVE TO BE THE LAST REQUIREMENT FINISHED?

- CAN A SCOUT DO HIS PROJECT IN ANOTHER STATE OR COUNTRY?

- MUST THE SCOUT LEAD A CERTAIN NUMBER OF PEOPLE?

- DOES THE PROJECT HAVE TO HAVE LASTING VALUE?

WILL MY PROJECT IDEA BE APPROVED???

Considerations:

- Does the project provide a sufficient opportunity for you to meet all the requirements?

- Determine that this is something that you can DO!

- Safety issues will be a consideration and be addressed.

- Opportunity for you to develop a more in-depth, detailed plan, and direct the execution of it to others.

- You have a reasonable chance to succeed and have a positive experience.

WHICH DIRECTION SHOULD YOU GO?

- WHAT IS YOUR PASSION?
- PICK SOMETHING THAT YOU CARE ABOUT.
- IT WILL HELP YOU FOCUS AND STAY MOTIVATED TO SEE IT THROUGH TO COMPLETION.
- MATCH THE SIZE OF THE PROJECT TO YOUR ABILITY.
- **IT DOESN'T HAVE TO BE "LARGE SCALE" TO MAKE AN IMPACT AND SERVE!**

????????????????????????

- CHECK LOCAL ORGANIZATIONS
  - CHURCHES
  - SCHOOLS
  - CITY RECREATION DEPARTMENTS
  - PUBLIC ORGANIZATIONS
- ASK OTHERS FOR IDEAS
  - PARENTS
  - SCOUTS AND SCOUT LEADERS
  - FRIENDS AND FAMILY

An Eagle Project CANNOT:

- Be a job normally done as routine labor;
- Be performed for a business or individual;
- Be of a commercial nature or venture;
- Be a fund-raiser;
- Be shared by another Eagle Candidate;
- Be of benefit to any BSA element.

It All Starts With An Idea…

…a "Vision" of what is possible!

You may explore (& discard) a dozen ideas before one glows with the promise of success.

Take your time…choosing the "right" type of project for **YOU** is an important key to your success!

Dedication / memorial for a ball field.

Animal shelter cat area.

Animal shelter dog houses.

Clean up / restore old cemetery.

School entry area.

School garden / break area.

Scout made 100 abacus's to help teach elementary math.

Playground U.S. map painting.

Ball park rejuvenation and a new dugout build, before and after.

Trail guide at a state park.

Improve an existing trail bridge for safety.

Stairs at a public park.

Fencing / area improvement, many locations.

Church camp campfire pit / gathering area.

Nature center / wildlife preserve dock.

Fish habitats / cribs.

Rag tie blankets for a hospital or shelter.

Gathered and refurbished musical instruments for foster kids.

November 25, 2015

Community garden, trail and picnic rest area.

Wheelchair accessible flower beds.

Daycare / shelter movable flower beds.

Daycare play area.

Hearthstone Garden / Storage Building

Pitfalls/Trip Ups

- PROCRASTINATION!
- LACK OF PLANNING.

   MAKE A TASK LIST AND PUT DATES NEXT TO EACH ITEM. YOU ARE IN CHARGE OF MAKING THIS PROJECT GO. JUST DO IT!

- TIME MANAGEMENT.
- SCOPE OF THE PROJECT.
- THINK WITHIN YOUR CAPABILITIES.
- DON'T MAKE PLAN CHANGES WITHOUT GETTING APPROVALS.

Eagle Scout Service Project Proposal

BOY SCOUTS OF AMERICA®

Eagle Scout candidate's full legal name

Please give a name to your project

Contact Information

Eagle Scout candidates should know who is involved, but contact information may be more important to unit leaders and others in case they want to talk to one another. While it is recognized that not all the information will be needed for every project, Scouts are expected to provide as much as reasonably possible. Approval representatives must understand, however, that doing so is not part of the service project requirement.

Eagle Scout Candidate

Name:		Birth date:
Email address:		BSA PID number*:
Address:	City:	State:	Zip:
Preferred telephone(s):		Life board of review date:

* BSA PID No., found on the BSA membership card

Current Unit Information

Check one: ☐ Troop ☐ Team ☐ Crew ☐ Ship	Unit Number:
Name of District:	Name of Council:

Unit Leader   Check one: ☐ Scoutmaster ☐ Varsity Coach ☐ Crew Advisor ☐ Skipper

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

Unit Committee Chair

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

Unit Advancement Coordinator *(if your unit has one)*

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

Project Beneficiary *(Name of 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:			

Your Council Service Center

Contact name:	Preferred telephone(s):		
Address:	City:	State:	Zip:

Council or District Project Approval Representative
(Your unit leader, unit advancement coordinator, or council or district advancement chair may help you learn who this will be.)

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

Project Coach *(Your council or district project approval representative may help you learn who this will be.)*

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

Project Description and Benefit

Briefly describe your project

Include images on an additional document.

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, use basic dimensions such as 2x4 or 4x4.

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

What types 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.

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 materials, 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 your 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. If you have more than 10 phases, attach a separate page with your continued phase list.

1	
2	
3	
4	
5	
6	
7	
8	
9	
10	

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 of which you and your helpers should be aware.

Read the "Age Guidelines for Tool Usage" at Scouting.org

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 4. 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 chose as beneficiary.

Signed	Date

* Remember: Do not begin any work on your project, or raise any money, or obtain any materials, until your project 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 them.	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 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) to which we have agreed. 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.

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 before he begins carrying out his project, he will ask a project coach to review it with him. 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 Fundraising Application

Before filling out 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 Crew Ship		Unit Number:		
Name of District:		Name of Council:		

Project Beneficiary   *(Name of 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 are 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:

Caution: Using an Adobe or other PDF reader to insert a "signature" can cause this entire document's contents to be locked preventing future edits; make sure you save a copy if any signatures will be inserted digitally.

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

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

Fundraising Application Page A

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.

Funding Summary

Describe how you obtained money, materials, supplies, and other needs (including donations) for your project.

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 at the end of your project, 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, submit photographs taken before, during and after project completion on a separate document. You may physically attach letters, maps, handouts, printed materials, or similar items that might be helpful to your board of review.

Caution: Using an Adobe or other PDF reader to insert a "signature" can cause this entire document's contents to be locked preventing future edits; make sure you save a copy if any signatures will be inserted digitally.

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

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

Signature	Date

Approvals

In my opinion, this Eagle Scout service project meets Eagle Scout requirement 5, as stated on page 3 of this workbook.

Beneficiary name:	**Unit leader** name:
Signature Date	Signature Date

PROJECT SUBMISSION

FINALIZED EAGLE PROJECT / RANK APPLICATION

The "PACKET"

- 1. ORIGINAL PAPER COPY OF FINAL WORKBOOK
- (INCLUDES PROJECT PROPOSAL, SIGNATURES,
- WORKBOOK W / SIGNATURES)
- 2. REFERENCES, 4 UNOPENED (CONFIDENTIAL)
- 3. EAGLE APPLICATION W / SIGNATURES
- 4. STATEMENT OF AMBITIONS AND LIFES PURPOSE
- 5. ADDITIONAL COPY OF ITEMS 1, 3 AND 4

SEND, DROP OFF, TURN IN

- TO APPLY FOR THE RANK OF EAGLE SCOUT:

- THE PAPERWORK PACKET MAY BE TURNED IN TO THE BAY-LAKES COUNCIL OFFICE.

- THE PAPERWORK PACKET MAY BE TURNED IN TO THE GATHERING WATERS DISTRICT ADVANCEMENT CHAIRMAN.

- DONE PERSONALLY BY:
  - SCOUTMASTER, SCOUT, PARENT, ADVANCEMENT COORDINATOR, ETC.

CONFIRMATION

- SCOUTS AND SCOUTMASTERS WILL BE NOTIFIED IF ANYTHING IS INCOMPLETE OR MISSING.

- SCHEDULING OF EBOR TIME/PLACE WILL BE DONE WHEN ALL OF THE PAPERWORK HAS BEEN COMPLETED, AND THEN VERIFIED ACCURATE AND IN ACCORDANCE WITH THE NATIONAL DATABASE.

Eagle Board of Review

- Is all about you!

- It is a time for you to shine.

- Do everything you can to make a positive impression.

What To Bring?????

- Wear the most complete BSA uniform that you have.

- 3 members of your troop committee to be on your board of review.

- Bring any items that you may have to help show the committee about your project. Photos, drawings, etc.

- Bring your parents and Scoutmaster.

The Eagle Board of Review Process

- The District Advancement Committee will provide one member to conduct the Eagle Board of Review. Your Troop will provide 3 others.

- Your paperwork will be reviewed. While this happens, you will wait outside of the interview room.

- We will invite you to join the Eagle Board members in the room, and then you will be interviewed for a few minutes.

- You will be excused to wait while we discuss the interview results.

- A Board member will invite you back to the room. You will then be given the results of your Eagle Board of Review.

The Interview

- We will ask you about your vision of the Scout ideals found in the Scout Oath and Law.

- We will ask you about your Scouting experiences.

- We will ask you about your leadership experiences and philosophy.

- We will ask you about your Eagle project and what you have learned from that experience.

- We will ask you about your future plans in Scouting and in general.

What we will not ask

- We will not re-test you on any of the requirements that you have already completed.

Eagle Court of Honor

COURT OF HONOR

- NEW EAGLE SCOUTS WILL BE RECOGNIZED AT THE ANNUAL GATHERING WATERS DISTRICT ADVANCEMENT AWARDS CEREMONY.
- OTHER INDIVIDUAL, PERSONAL RECOGNITION CELEBRATIONS ARE COORDINATED AND HANDLED BY THE NEW EAGLE SCOUT'S FAMILY AND TROOP.

- There is no "officially prescribed" way to conduct an Eagle Court of Honor.

- The court may be held anytime after the paperwork comes back from National BSA

- Don't wait too long after the rank is achieved to hold the Court of Honor

Start with the Troop

Troop Traditions

Troop Resources

   Committee involvement

   Youth involvement

Involve the Young Scouts

Flag Ceremonies

Ushers

Honor Guard

Serving Refreshments

Setting up and Cleaning up

On-Line Templates can Provide Ideas

- There is a large variety of templates available
  - wwweaglescout.org/finale/coh/coh.html (several ceremonies and planning guide)
  - www.scouting.org/troop program resources (Basic Eagle Ceremony)

The Ceremony

- If having a flag ceremony be sure to use the proper flag etiquette.

Some final tips for success

- Start on Time and End on Time

- Have extra batteries or matches if you are using candles.

- Have a script in case someone forgets their part then they and read it if needed.

- Take a few minutes before the meeting and open the pin backs for the medals and pins.

- Do not let the Scoutmaster have unlimited microphone time!