

EAGLE SCOUT PROCESS TROOP 555

Note: refer to Buckeye District website at skcbsa.org/buckeye and link to the scouting segment to find complete district requirements for the Eagle Scout process. This information is also included in this document. Below is a checklist and timeline for this process.

When you achieve Life Rank you will be sent from Buckeye District a “Life to Eagle Packet” with required materials. You do not have to complete the Eagle Rank requirements to begin your project but must complete the requirements for the Eagle Scout Board of Review. These include 6 months in a leadership position as a Life Scout and a total of 21 merit badges earned including 12 Eagle Scout required merit badges.

The process to follow in sequence is as follows:

1. Discuss proposed project with Scoutmaster and note date in Project Workbook.
2. Meet with project sponsor and discuss plan. Note date in Project Workbook.
3. Write project proposal and review with Life to Eagle Coordinator and Advancement Coordinator for editing and input.
4. Obtain signature from religious institution, school, or community representative.
5. Obtain signature from scoutmaster.

6. Contact Committee Chair to review proposal and set up presentation to the committee. Once committee satisfied with proposal, obtain signature of committee chair or advancement coordinator.

7. Consult the district list of advancement representatives on the website. Call district advancement representative and meet with him/her and obtain signature. Wear your full Class A uniform to this meeting. This meeting should be at least 2 weeks before anticipated project start date. See the Buckeye District Eagle Scout Advancement Guidelines attached below.

8. Only then may you begin the fundraising and actual project.

9. Complete the project.

10. Write up project description per the protocol in the workbook and complete Eagle Scout Application. Obtain the Eagle Scout Application on-line and fill out electronically. You can download this application at:

http://www.scouting.org/filestore/pdf/512-728_web.pdf

Make front and back copies of your blue cards and put in book. Put copies of rank advancement cards in book. Include a statement of life's ambitions and goals in book. Have an essay pertaining to any changes you made during the project and how you showed leadership during the project in the book. Include photographs of the work sessions and completed project. Include a letter from the benefactor of the project, if possible, noting the completion of the project.

11. Have five letters of recommendation directly sent to Scoutmaster or Advancement Coordinator. These are from a parent, the scoutmaster, a religious representative, the school

principal, and a teacher. You may also have one sent from an employer if you choose. The forms for these letters are in your Life to Eagle Packet. When giving the form to the person writing the letter, give them a stamped envelope with the address of either the scoutmaster or advancement coordinator and put your name and the name of the reference on the outside of the envelope so they know who the letter is from and which scout it refers to.

12. Complete Scoutmaster Conference once all rank requirements completed and project is completed. Obtain Scoutmaster sign-off of rank advancement requirements in scout book and in the project workbook.

13. Give completed book to Committee Chair for signature.

14. Advancement Coordinator will arrange Eagle Scout Board of Review (EBOR) with district and submit the letters and the workbook with application to the district advancement representative who approved the project.

15. Complete Eagle Scout Board of Review. Wear full Class A uniform and bring scout book to EBOR.

16. Application will be submitted to the district to send to BSA National for final approval. This may take up to six weeks and the scoutmaster will be notified when this has been completed.

17. Plan Eagle Scout Court of Honor after BSA approval received by scoutmaster.

The following is the process as described on the Buckeye District website:

Eagle Project Approvals

Buckeye District Advancement Committee Contacts

Eagle project approvals and boards of review are done by the following members of the Buckeye District Advancement Committee.

Jeff Cramlet	740-549-2913	Lewis Center
Randy Fahy	614-784-0236	Clintonville
Jon Kundtz	614-889-9317	Dublin

It is the responsibility of the Troop Committee and the Scout candidate to know and follow the procedures and requirements for the Eagle Project and Eagle Award Application.

Eagle Project Approval Procedures and Requirements

Eagle projects can be approved after:

1. The Scout has earned the Life Rank.
2. The project recipient has agreed to the project details by signing the appropriate page on the Eagle Project Workbook.
3. The project has been discussed and has been accepted by the Scoutmaster and the Troop Committee and the Committee Chair has signed and dated the form.

The Life Scout is expected to:

1. **Make the appointment himself with one of the above District Eagle Advisors at least 2 weeks prior to the anticipated project date.**
2. Wear his Full Uniform to the meeting.
3. Bring an Eagle Project proposal which
 - Is for a religious institution, school, community or non-profit agency
 - Has been originated and developed by the Scout
 - Will allow the Scout to demonstrate leadership
 - Can be completed in a reasonable time with available man power and skills
 - Will result in a significant, tangible, lasting result
4. Not bring an Eagle project which is
 - For a private or commercial agency or any Scout owned/ operated property or facility
 - A fund raiser (Fund raising can be used to buy supplies and materials for the project.)
 - Routine labor or "piggy-backed" on a pre-planned activity
 - Jointly led
5. Bring his Eagle Project Workbook detailing the project plan for the Eagle Project
 - Use the current hardcopy or electronic version of the National BSA *Eagle Scout Leadership Service Project Workbook* (read pages 2-4)
 - Fully reviewed and edited by the Scoutmaster and/or Troop Committee Chairman
 - Provide sufficient detail to address each section of the Eagle Project Workbook
 - Contain **all** the necessary signatures, dates and planning narrative entered onto the appropriate pages (including the title page)
6. Be prepared to explain the project and his ability to complete the planned work with
 - Photographs indicating current conditions
 - Plans, drawings and/or maps showing the proposed work
 - Estimates for expenditures, tools, supplies and labor required
 - Discuss safety issues, how these issues will be mitigated, and how this project will maintain compliance with the *Guide to Safe Scouting*
7. Be prepared to explain how leadership will be demonstrated during execution of the project
 - Workers are scouts, friends, and adults
 - Eagle candidates are managers/problem-solvers, not performers of work
 - Goal is 100 man-hours hours of service by others in completion of the project
 - Project must demonstrate leadership
8. Be prepared to take notes of project suggestions and subsequent details for the write-up.
Note: changes may be requested prior to final approval