

**2018**

**CHAIN BRIDGE DISTRICT**

**LIFE TO EAGLE GUIDELINES**





2018 Edition:

An updated version of the *Eagle Scout Rank Application* was issued in 2017 (See Appendix D) and must now be used. In addition, changes were made to the requirements for earning Eagle Palms (See Appendix J). This edition of the CBD *Life to Eagle Guidelines* also reflects the 2017 *BSA Guide to Advancement* and the 2017 *NCAC Eagle Scout Procedures Guide*.

Many Scouters support the Life to Eagle process in the Chain Bridge District. Special recognition is given to:

Richard Meyers, Chain Bridge District Eagle Chair  
The Chain Bridge District Eagle Board  
Eagle Advisers and Project Coaches in CBD troops, crews, teams and ship

These dedicated adult leaders contribute their valuable time and patient assistance to help Life Scouts attain the highest rank in Scouting.

### **Charge to the Eagle Scout**

**I charge you to undertake your citizenship with a solemn dedication.  
Be a leader, but only toward the best.  
Lift up every task you do and every office.  
You hold to the high level of service to God and your fellow man.  
So live and serve that those who know you will be inspired to finer living.  
I charge you to be among those who dedicate their skills  
and ability to the common good.  
Build America on the solid foundation of clean living, honest work,  
unselfish citizenship, and reverence for God;  
And, whatever others may do, you will leave behind you a record  
of which every other scout may be justly proud.**



**LIFE TO EAGLE GUIDELINES**  
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## WHAT'S IT WORTH?

The Eagle Badge ... The highest rank a Scout can earn ... What is it worth? ... Eagle Scouts can buy one for about 70 dollars. What will your Eagle badge be worth to you?

Think back to when you first became a Scout. Remember the skills you learned for each rank and your rededication to the Scout Oath and Law each time you advanced. Think of the hard work and service you have given to your troop and community.

Will your Eagle badge be worth 70 bucks? Of course not. Your Eagle Badge will be priceless. It represents everything you learned and all that you did to prepare for this accomplishment. Now you are ready to stand at the peak of the mountain, an Eagle Scout.

Now look ahead ... Way out there is another mountain ... and below is the trail to your future. As you trek down that trail, and as the years roll by, be certain you can look back on your life and truthfully say, "I have done my best."

## Chain Bridge District Life to Eagle Guidelines

As a Life Scout you have reached a high place in the ranks of Scouting. One more step and you are on top - an Eagle. Getting there is quite a challenge. Statistics show that of one hundred Scouts who join, only one or two become an Eagle Scout. Being an Eagle is not the end, however. There are a lot of challenges and opportunities ahead for the Eagle Scout as he soars in his Scouting career. Remember: “Once an Eagle - Always an Eagle!”

### 1. THE PATH TO EAGLE

In order to advance to the rank of Eagle, a scout must complete all requirements of tenure, Scout spirit and activity, merit badges, positions of responsibility while a Life Scout. And you must plan, develop, and give leadership to others in a service project and have a Scoutmaster Conference (See Appendix A for Eagle Rank Requirements).

Eagle candidates should have most of their required merit badges completed before beginning their Eagle service project. The Eagle service project puts to use the skills and experience you have learned along your trek to Eagle. Some Scouts have completed their Eagle project, and then find they cannot complete all the required merit badges before they turn age eighteen. Sadly, these Scouts are not eligible for Eagle.

Scouts are encouraged to store their advancement records in a safe place. Keep track of rank, blue merit badge and merit badge presentation cards. Store them in plastic baseball card holders in a notebook.

**Troops and other units must use the Internet Advancement process to report all advancements. The National Capital Area Council (NCAC) will compare the records submitted via Internet Advancement with the advancement information recorded on a Scout’s Eagle Scout Rank Application (ESRA). Any discrepancies will have to be resolved before a Scout can have his Eagle Board of Review.** Dates should be complete (month, day, and year) and reflect the date of completion/accomplishment. Merit badge completions are the date the counselor signed the blue card, not the date when the presentation card was awarded.

If a Scout participates in more than one troop/unit during his Scouting career, he should ask his previous troop/unit to provide a formal transfer form to the new troop as soon as possible. The transfer record should then be entered using Internet Advancement by the new troop/unit.

## 2. **EAGLE SERVICE PROJECT PROPOSAL AND PROJECT PLAN DEVELOPMENT**

### A. Eagle Scout Project Guidelines:

Like the ranks of Star and Life, the Eagle rank requires volunteer service work. However, to earn Eagle, a Scout must plan and lead a service project. While a Life Scout, you must conduct and give leadership to others in a service project that benefits a charitable, educational, community, religious, or governmental organization. The project must be of real value, but does not have to create a tangible artifact or environmental change.

**YOU MUST USE THE CURRENT VERSION OF THE EAGLE PROJECT WORKBOOK TO PLAN AND DOCUMENT YOUR EAGLE PROJECT.** Your project proposal must be approved by the benefiting organization, your Scoutmaster, your troop committee, and your District Eagle Representative **BEFORE YOU BEGIN.** In selecting a project remember:

- 1) The project must conform to the wishes and regulations of those for whom the project is undertaken.
- 2) You will use the leadership skills you have learned in Scouting and will:
  - a) Develop a project concept and discuss it with the sponsor, your unit leader and your Project Coach;
  - b) Prepare a Project Proposal and obtain all required approvals;
  - c) Prepare a Plan that describes the many preparation steps and activities that must be taken to ensure your project is successful;
  - c) Demonstrate leadership while conducting the project. At least two others must be part of the Scout's work crew, but most projects will involve more than just two;
  - d) Complete a write-up of what was done and get final project approvals.
- 3) Finding a qualified sponsor is important. An Eagle Scout's service project must benefit a charitable, school, community, religious or governmental organization. It may not benefit any BSA organization or property associated with BSA. For-profit schools and certain other businesses may sponsor an Eagle project, provided the project primarily benefits the community. An Eagle project cannot be a fund-raiser for any organization.

NOTE: Scouts may accept funds for procuring materials, equipment, supplies or services needed to carry out the project from their family and the project sponsor, his BSA unit or Chartered Organization, or the parents of other Scouts in the unit. Monetary fund-raising from others is permitted, but if the amount required exceeds \$500, an Eagle Scout Fundraising Application must be approved by the National Capital Area Council at least two-weeks in advance.

Projects that require less than \$500 from outside donors still required careful planning as documented in the Eagle Scout Service Project Workbook Proposal (in the Fundraising block under Preliminary Cost Estimate) and in the Final Plan (in the Revenue block). Additional information is available in the Fundraising Application section of the NCAC *Eagle Scout Procedures Guide*.

- 4) Projects that are pre-planned by others are not acceptable. To qualify as an Eagle Project, you must actively plan what will be done, organize the work and direct execution of the project.
- 5) The project must go beyond normal or routine labor or maintenance. There is no minimum number of volunteer hours that must be spent on an Eagle Project, but it should represent the candidate's best possible effort. The "Goldilocks Principle" applies: The project should be of sufficient magnitude and complexity to challenge the Scout to demonstrate his planning and leadership skills, but the project should not exceed the ability level of the individual Scout to plan and accomplish required tasks within a reasonable time-frame.
- 6) You must accept sole responsibility for planning and managing your Eagle Project. You cannot share this effort with another Scout. The project must be yours alone.
- 7) All work on the project must be done while you are a Life Scout and before your 18<sup>th</sup> birthday. Time extensions may be granted under rare circumstances that are beyond the control of a Scout (refer to the Guide to Advancement).

#### B. Resources:

You are not alone in your path to Eagle. Many people and tools are available to help. Be resourceful and take advantage of these opportunities. Your troop/unit is your first source of information and guidance. It is highly recommended that every unit have one or more trained adult Eagle Advisors to help Scouts navigate the Life-to-Eagle process and serve as their Eagle Project Coach. Numerous published books, pamphlets, and on-line resources also are available. Key to all of these is your Boy Scout Handbook and the Eagle Scout Service Project Workbook. Members of the District Eagle Board also are available to provide information and guidance. When you have questions, be safe, not sorry. Contact your unit or District advancement experts.

Every Eagle Project must have a sponsor. Many community organizations need help from time to time, and some frequently rely on Scout Eagle Projects. Every year, the Chain Bridge District publishes a *New Eagle Honor Roll* document that describes the projects and project sponsors for Scouts who earned Eagle in the past year. Look for organizations that are active in areas that interest you, and explain that you would like to conduct an Eagle project that would benefit them. Potential sponsors include:

- 1) Troop/Unit charter organization
- 2) Schools (public, non-profit and even for-profit schools are eligible)
- 3) Churches/Synagogues/Mosques

- 4) City/County/Regional Parks and Recreation Departments
- 5) State and National Parks
- 6) Historic Organizations
- 7) Conservation Organizations
- 8) City/County Government Offices and Departments
- 9) Fire/Police/Law Enforcement Departments
- 10) Hospices and Nursing Homes
- 11) Salvation Army and other Social Service Organizations
- 12) Libraries and Museums
- 13) Children's Homes
- 14) Groups Providing Services for Disabled or Disadvantaged Persons
- 15) Veterans Organizations
- 16) Civic Clubs
- 17) Red Cross
- 18) Hospitals

**NOTE: Beware of blood drive and race water station projects. Projects that are pre-planned by the sponsor, do not permit a Scout to demonstrate the planning, organizing, and leadership skills necessary for an Eagle Project.**

#### C. Project Ideas:

When seeking a service project, start by brainstorming. List as many projects as you can. Then review the list for the ones of most interest to you. Select a project that will have value and provide service you can be proud to have performed. The project does not have to be an original idea, but it must be planned, directed, and carried out by you. Once you have an idea of what you want to pursue you should approach the appropriate organization.

Some examples of service projects are:

- 1) Train students as audio-visual aides for a school and arrange for a large number of hours of work.
- 2) Organize a bicycle safety rodeo. Set up a series of stations to demonstrate safety procedures and skills. Train scouts as inspectors and judges.
- 3) Create or maintain nature trails.
- 4) Set up a used toy collection and repair service and donate toys to school for handicapped children.
- 5) Construct storage shelving in a church.
- 6) Paint house numbers on curbs (check local ordinances).
- 7) Check the condition of all street signs in a town and report those that were missing, turned wrong, or could not be read (or paint street name on curb).
- 8) Horticultural improvements to a historical site.
- 9) Fingerprint small children.
- 10) Clothing and equipment drive for homeless shelter.
- 11) Braille Trail (trail signs that describe surroundings).
- 12) Wheel chair miniature golf course.

- 13) Band concerts and visiting with nursing home residents.
- 14) Clean up picnic area.
- 15) Park improvements.
- 16) Church, school, or community landscaping.
- 17) Campsite restoration (not belonging to BSA).
- 18) Nature or bridle trail construction or restoration.
- 19) School or church garden.
- 20) Historic restoration.
- 21) Pond or river cleanup.
- 22) Creek cleanup and analysis of water.
- 23) Erosion control.
- 24) Planting seedling trees.
- 25) Clean graffiti from rocks.
- 26) Establish fish habitat.
- 27) School bird sanctuary.
- 28) Retaining walls.
- 29) Replace board walk at nature center.
- 30) Playground playhouse.
- 31) Playground equipment.
- 32) Playground sandboxes for church.
- 33) Shelves and toy boxes for church nursery.
- 34) Benches and trash boxes.
- 35) Bird nesting boxes.
- 36) Bunk beds in camp cottages (not belonging to BSA).
- 37) Amphitheater lectern and benches.

NOTE: (See [Appendix B](#) for more ideas)

#### D. Preparing Your Project Proposal:

It's wise to discuss possible project ideas with your unit Eagle Advisor/Project Coach before approaching potential sponsors. Once you have a good idea, and an interested sponsor, you're ready to start work on the Project Proposal section of the “[Eagle Scout Service Project Workbook](#)” (See [Appendix C](#)). As you start to work on your Eagle project proposal, please note the following important recommendations:

- Use a computer. Obtain and use a fillable pdf version of the workbook and then enter all information using a computer. Computerized data entry will ensure that (1) your information is clear and legible, and (2) the information can be edited and revised easily.
- Start a Daily Project Log in which you record all of the time you spend planning and conducting your Eagle project. Don't wait until the day of your project to start tracking the time,

- Read the entire “Eagle Scout Service Project Workbook.” It has important guidance on how to get started and what to do, step-by-step. The “Message to Scouts and Parents or Guardians” is especially important.

Project Proposal. The Project Proposal includes the following major sections:

- 1) Contact Information. Start by filling in the contact information for yourself and the adult leaders who will supervise your efforts to plan, develop and execute the project. You will need to communicate with them several times and it will save time to have this information in one place for easy reference.
- 2) Project Proposal. Your project proposal is a very important document. You don't need to do a lot of the detailed planning yet, but you must record enough information so that your unit leaders and the sponsoring organization clearly understand what it is you propose to do.
  - Description and Benefit. For your Project Proposal, you will record a short description of the project and explain how it will help the project beneficiaries. Be sure to upload photos that relate to your planned project
  - Leadership. You will describe the approximate number of helpers that will work on the project and how you plan to recruit them.
  - Materials. You also will record an initial list of the materials needed to conduct your project.
  - Supplies and Tools. Describe the supplies and tools that will be needed to accomplish your project.
  - Permits and Permissions. If your project requires permits or permissions from other groups or agencies, note them here. While your sponsor organization does not formally approve your Final Plan, they do have a right to review your Final Plan, and they could demand changes before the project is done. Please record "Sponsor Review of Project Plan" in the text box and be sure to give your sponsor a copy of BSA publication 510-025, *Navigating the Eagle Scout Service Project* (Included at the end of the Project Workbook and Appendix N of this document).
  - Preliminary Cost Estimates. Record the estimated costs for materials, supplies, tools and other items. Note that all donated items have value, so provide an estimated value for everything that will be used for your project.
  - Project Phases. Perhaps most important, list the main steps or phases required to prepare for and accomplish your project. Preparation steps may include acquisitions, communication, recruitment, and training activities.
  - Logistics. Describe acquisition and transportation activities that will be required.
  - Safety. Describe any risks or hazards that could arise during the course of your project. Explain what you will do to ensure these risks are avoided or minimized.

- Plan Preparation. Describe what you intend to do to further develop important details of your detailed Project Plan. Include the date you expect to complete your Plan for review by your project sponsor.
- Signatures. Sign and date your proposal and obtain approval signatures by:
  - a. Your unit leader.
  - b. Your unit committee representative. **In many cases, this would be your unit Eagle Advisor/Project Coach. If he or she is not a member of the Unit Committee, be sure to discuss your Project Proposal with them before having a committee representative signs approval.**
  - c. An authorized representative of your benefitting sponsor. Be sure to give your sponsor a copy of BSA publication 510-025, *Navigating the Eagle Scout Service Project* (Appendix N).
  - d. Your District Eagle Board member. Note that this must be the last person to sign approval of your Project Proposal.

NOTES TO SCOUTS: **You may not begin to implement your project until all approval signatures have been obtained. Scouts who violate this requirement may be asked to select a different Eagle project.**

There can be minor changes to your project after your Proposal has been approved, but such changes should always be reviewed with your Eagle Advisor/Project Coach. If there are significant changes to the project goals or activities, the level of effort required, or the benefits derived, it may be necessary to revise your proposal before you proceed. Please note that your Eagle Board of Review may decline to recommend advancement if the project you perform is not what was approved.

NOTE TO APPROVERS: Your approval of the Eagle Service Project Proposal indicates that you consider the project to be appropriate and the Scout is capable of accomplishing the work with sufficient effort. Once the proposal is approved, it normally is not subject to reconsideration or re-approval. However, the project beneficiary should review the Scout's detailed Project Plan. **If the Plan is not adequate, the beneficiary can require that changes be made before the project can proceed.**

E. Project Plan:

The introduction to the Project Plan states: "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." It also states:

You should also show your project plan to your beneficiary prior to carrying out your project. ... Remember, the project beneficiary has the authority to require and approve a project plan.

Your Project Plan should be developed in sufficient detail to ensure that all necessary resources will be available, all project participants will have effective leadership, all potential risks will be managed safely, and all project objectives will be accomplished. Also, remember to record the time you spend planning your project in your Daily Project Log.

1) The **Project Plan** Includes:

- Cover Page. Record your name and the planned start and finish dates for your project.
- Proposal Comments. Describe any comments you received from those who reviewed and approved your Project Proposal.
- Changes. If minor aspects of your project have changed, you will describe the changes and how they might affect the benefits that were expected.
- Present Conditions. Describe the present situation and any obstacles that must be overcome. Include photos of existing conditions in the workbook or as attachments.
- Project Phases. Describe in detail the various steps and phases needed to prepare for and accomplish your project. Remember the 5 Ps: Proper Preparation Prevents Poor Performance. The Preparation Phase is critical for a successful project.
- Work Process. You can't be everywhere at once, so describe the work crews and crew leaders (your management team) who will help run your project. Everything that needs to be done should be described here. Attach drawings, sketches, maps, tables and other reference documents that will help you implement your project.
- Permits and Permissions. Even if you do not need permits or permissions from other organizations, you should indicate when you plan to submit your detailed Project Plan to your sponsor for review.
- Materials. Prepare a detailed list of required materials, their costs and sources. All materials have a value that should be estimated, even if the materials are donated.
- Supplies. Prepare a detailed list of required supplies, their costs and sources. All supplies have a value that should be estimated, even if the materials are donated.
- Tools. List all tools that will be needed. Be sure to read the BSA Guidelines for Tool Use and Work at Elevations or Excavations (See Appendix M).
- Expenses and Revenue. This is a summary table that compares the costs and donations expected for your project.
- Leadership. Describe how you will demonstrate leadership. List each task that needs to be done, the skills required and whether the task will be done by a youth

or adult members of your crew. Record the number of helpers needed, and the number you have recruited. Describe how your helpers and crew leaders will be trained, how you will communicate with them, and the role of each crew leader.

- Logistics. Describe your transportation plan and how food and restrooms facilities will be managed. What will be done with tools and any leftover materials?
- Safety. Carefully consider all potential dangers, and describe what you will do to manage those risks.
- Contingencies. Describe situations that could delay or cancel your project and any contingency plans you have established.
- Coach's Comment. Describe the comments you received from your project coach.

NOTE TO COACHES: Project Coaches should apply proactive and positive adult association to encourage and motivate Scouts to prepare adequate Project Plans. **If the Scout does not prepare an adequate Plan, and the project result is equivocal, his Eagle Board could determine that the candidate failed to satisfy the planning requirement for his Eagle project.**

- 2) The Eagle Scout Service Project Fundraising Application. The cost of an Eagle Project should not be burdensome for a Scout or his family. In addition to the benefitting sponsor, monetary and material support may be provided by relatives, the Scout's unit and other unit members and the unit's chartered organization. You also are free to solicit donations from businesses and other organizations, provided the total amount raised does not exceed \$500. Fundraising in excess of \$500 requires completion of the Eagle Scout Service Project Fundraising Application and prior approval by NCAC at least two-weeks before fundraising begins. The form may be completed, scanned and emailed to [NCACEagleFunds@Scouting.org](mailto:NCACEagleFunds@Scouting.org), or it may be mailed to the Marriott Service Center (9190 Rockville Pike, Bethesda, MD 20814). In no case, may the purpose of an Eagle Scout Service Project be to raise money for the benefitting sponsor,

### 3. PROJECT MANAGEMENT AND DOCUMENTATION

Before you conduct your Eagle project, you should review your Project Plan to make sure all preparation phases have been accomplished, including training and coordination with the benefitting sponsor. Remember to record all the time you spend working on your project in your Daily Project Log. Be sure to assign someone to take photos of project activities, and use a sign-in sheet with categories for Scouts, other youth, adult Scouters, and other adults.

**Project Report**. After the project, the last step is to complete the Eagle Scout Service Project Report in your workbook. The report consists of:

- Project Execution. Record the date your project began and ended. This is the time when the project work was accomplished.
- Project Description. Record a brief description of your project as it actually was performed. In addition, describe what you did after your proposal was approved to complete the planning process including how you communicated your Project Plan to the project sponsor. Your Eagle Board will review this part of the report to confirm that you satisfied the planning portion of the Eagle project requirement.
- Observations. Describe aspects of your project that went well and aspects that were particularly challenging.
- Changes. Describe any parts of your project, as completed, that were different from what you had proposed in your Project Proposal and Project Plan. Sometimes changes are made because the original plan could not be implemented. Sometimes there are changes to improve the original plan. Describe the impacts (positive or negative) of any changes that occurred.
- Leadership. Describe how you demonstrated leadership in planning and conducting your project. What was most difficult? Most rewarding? What did you learn about leadership? How were your leadership skills enhanced and strengthened?
- Materials, Supplies and Tools. Describe any shortages or excesses with regards to materials, supplies or tools. How did you respond and what impact did this have on your project?
- Service Data. Document all volunteer time devoted to your project, listing volunteers by name and the date(s) they worked. This should be included as an attachment to your workbook report. Use your Daily Project Log to record all the time you spent planning and carrying out the project. Then tabulate the number of volunteers (Scouts, other youth, adult scout leaders, and other adults) and the total time they spent.
- Funding. Describe your fundraising efforts, how much was collected and how much was spent. If there were there excess funds or materials, confirm that they were returned to the project sponsor. How were volunteers and donors thanked?
- Photos and Other Documentation. Upload photos showing "before", "during" and "after" conditions. Attach letters, handouts, work logs, receipts, and other documents that relate to the work that was done.
- Candidate's Promise. Read, sign and date the candidate's promise.
- Completion Approvals. Obtain approval signatures from an authorized representative of the benefitting sponsor and your unit leader.

#### 4. **EAGLE APPLICATION & VERIFICATION**

Once your Eagle project is done *and* you have satisfied the requirements for merit badges and positions of responsibility, it's time to work on your Eagle Application. **The 2017 versions of the Eagle Scout Rank Application must be used** (see Appendix D). If possible, you should again use a computer to enter information in the pdf version of the form, save it, and edit it as required. Start by getting a copy of your Troopmaster Individual History Report and your Internet Advancement Member Unit Advancement Summary report from your unit Advancement Coordinator. Also, collect and organize all your personal advancement records. Prepare a preliminary version of the first page of the application for review by your unit Eagle Adviser. Be sure to save the electronic file each time you make changes or enter information.

Here is the information you need to record:

##### Biographic and Historic Information:

Record your full name (including middle name) as you want it to appear on your Eagle Certificate. Use upper and lower case characters - not all caps. Fill in your biographic and Scout history information in the spaces provided. Check your Individual History Report and original advancement records to record the required dates and answers.

NOTES: The application has a space in the top right corner to record your Scout Personal Identification Number (PID). This is the number on your Scout registration card. It's not essential, but record this number if you know it.

The date you first became a Scout is the date you submitted your application, not the date you earned the rank.

##### Requirement #1 -- Date of Life Board of Review:

The Eagle Scout Rank Application Requirement #1 states that the Scout must be active in a troop for six months after attaining the rank of Life Scout. Indicate the date of your Life Scout Board of Review in the block provided.

##### Requirement #2 -- Character References:

Requirement #2 on the Eagle Application Form indicates that the Scout must demonstrate that he lives by the Scout Oath and Law in his daily life. Provide a list of names, addresses, phone numbers and email addresses of individuals who know you personally and are willing to provide a recommendation on your behalf. These references should include: Parents/Guardians, Religious references, Educational references, Employment references (if any), plus two others. Talk with each person you list to make sure they are willing to provide a positive statement on your behalf. If you do not have an employer, record N/A. If you do not have a religious reference, you should list a parent or guardian.

Note that you **cannot** be involved in transmitting any of the reference correspondence. The references statements are confidential and their contents will not be disclosed to any person who is not a member of the Eagle Board of Review. Your Troop Eagle Adviser / Project Coach should prepare, and transmit a reference request to everyone listed on your Eagle Application. The requests may be emailed or mailed, but if Postal mail is used, a stamped, self-addressed return envelope should be included for return of the reference statement.

The reference letters should be returned and presented to the Chairman of the Eagle Board for review prior to the start of the Eagle Board of Review. **The reference letters should be destroyed after the (favorable) Eagle Board meeting, and they should never be given to NCAC, the Scout or his parents.**

Requirement #3: -- Merit Badges:

A Scout must earn and list a total of 21 merit badges on the Eagle application. Start by recording the required Eagle merit badges, indicate the date earned and unit number. Note that three of the required badges offer choices. For badge #7, you may choose to earn Emergency Preparedness or Lifesaving. For badge #8; you may choose Environmental Science or Sustainability. For badge #10, you may choose Cycling, Hiking, or Swimming. Be sure to cross out the badges not used. If you earned more than one of the alternative required badges, record the additional badge(s) as optional badges starting with badge #14.

The other optional merit badges reported should be those you earned to achieve Star and Life rank. List them **in order of date earned** and indicate the complete date (month, day, and year) earned and you unit number when you earned the badge. Please note that all completion dates will be examined to confirm that:

- 1) No merit badges were earned before you earned Scout status;
- 2) At least four Eagle required merit badges were earned for the Star rank, plus two others, for a total of six merit badges; and
- 3) At least three additional required merit badges were earned for the Life rank, plus two others, for a total of five additional merit badges.

Be sure to record the **earned date** as shown on the Merit Badge Card, not the date on the Merit Badge Presentation Card. The dates will be validated by your unit Eagle Adviser/Coach, the District Eagle Board representative, and the National Capital Area Council.

Requirement #4 -- Position of Responsibility:

While a Life Scout, serve actively for a period of at least six months in one or more positions of responsibility. Eligible Boy Scout positions are listed in the Scout Handbook. The positions include:

Boy 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, or outdoor ethics guide.

Varsity Scout Team – Captain, cocaptain, program manager, squad leader, team secretary, Order of the Arrow team representative, librarian, historian, quartermaster, chaplain aide, instructor, den chief, webmaster, or outdoor ethics guide.

Venturing Crew/Ship – President, vice president, secretary, treasurer, quartermaster, historian, den chief, guide, boatswain, boatswain's mate, yeoman, purser, storekeeper, or webmaster.

Indicate the position(s) held and complete dates. Do not count time in a leadership position before the date you received Life rank or after the date you sign the Eagle application. You must have served in the position(s) for at least a total of six months while a Life Scout, but the time need not be continuous. It's OK if there is a period when you did not hold a leadership position as long as the total of active and satisfactory service equals at least six months.

Note that every unit has the ability to establish minimum performance standards for Scouts serving in positions of responsibility. If you do not satisfy these standards, you may not receive full credit for the time you held the position. That could become a big problem if you are nearing age 18, so make sure you understand what is expected. If in doubt, check with your unit leaders to confirm you are on track to receive full credit for your time in service.

#### Requirement #5 -- Eagle Service Project:

Requirement #5 of the Eagle Application requires that you plan, develop, and give leadership to others in a service project helpful to a religious institution, school, or community organization. The project proposal must be approved by the benefiting organization, your unit leader, your unit committee, and by your District Eagle representative. You must use the current version of the Eagle Scout Service Project Workbook in meeting this requirement. (See Appendix C).

Record the name of your Eagle Project and the total of all volunteer hours worked by you and all other participants as recorded in your workbook. Indicate the completion date as the date when the project work was completed. Make sure the project description includes the name of the project beneficiary.

#### Requirement #6 -- Unit Leader Conference:

You must participate in a conference with your unit leader, and it is essential that this meeting occur **AT LEAST ONE DAY PRIOR TO YOUR 18<sup>TH</sup> BIRTHDAY!** Some Scouts request the conference before they have completed all Eagle requirements, especially if they are seeking the leader's advice and guidance. However, in most cases, it's best to wait until all of the requirements have been met.

### Statement of Ambitions and Life Purpose:

As part of your Eagle application, you must prepare and attach a statement of your ambitions and life purpose. If possible, do this before your Unit Leader Conference. Describe your hopes, goals, and plans for what you want to accomplish. You may not know exactly what you want to do in the future, but take some time to think about what would give meaning to your life. You may want to discuss what Scouting has meant to you and consider whether you want to be involved in Scouting as an adult.

### Leadership Positions, Honors, and Awards:

Also as part of your Eagle application you must prepare and attach a listing of leadership positions you have held (religious, academic, employment, extra-curricular, community and Scouts). In addition, record any honors and awards you have received. You may wish to organize this statement like a resume. Provide dates whenever possible and organize your list chronologically or by subject. Your list might include:

- |    |                              |                                      |
|----|------------------------------|--------------------------------------|
| 1. | <u>Community Activities:</u> | Sports, Theater, etc.                |
| 2. | <u>Church Activities:</u>    | Choir, Youth Groups, etc.            |
| 3. | <u>School Activities:</u>    | Clubs, Sports, Honor Societies, etc. |
| 4. | <u>Work Experience:</u>      | Baby-sitting, Lifeguard, etc.        |

Please prepare these statements in advance and bring them for discussion at your unit leader conference.

Certifications and Approvals: The rest of the Eagle application records important certifications and approvals.

1. When you sign and date the Certification By Applicant, you certify that, on your honor as a Scout, that all statements on the application are accurate and that all requirements were completed prior to your 18th birthday. Include your telephone number.
2. Unit Approval: Your Unit Leader and Unit Committee Chairperson should sign and date the application and include their telephone numbers.
3. Local BSA Council Verification:

The National Capital Area Council requires that the Eagle Scout Rank Application be submitted for review and verification prior to a Scout's Eagle Board of Review. Your unit Advancement Chairperson, Eagle Adviser or Project Coach will work with your District Eagle Board Member to accomplish this task.

**To prepare for your Eagle Board of Review, and to ensure that your Eagle application is complete and accurate, you should submit your complete Eagle Package (including your merit badges, advancement records, and Individual History Report) for review (1) by your unit Eagle Adviser / Project Coach**

**and (2) by your District Eagle Board Member. This must be done before your Eagle Application is submitted for Council Certification.** Your Eagle Board of Review may not be held until your Eagle Application has been verified by the National Capital Area Council.

NOTE: The NCAC Eagle Scout Rank Application (ESRA) Verification Procedures should be inserted as Appendix K.

4. Requirement #7 -- Complete an Eagle Board of Review.

After Council certifies your Eagle Application and your reference letters are received, your Eagle Board of Review will be scheduled. If the Board agrees to approve your application, the Chairman and the District Eagle Representative will sign and date that your Eagle Board of Review was successful. Although additional approvals are needed, the date of your Eagle Board will be the official date that you earned the rank of Eagle Scout.

5. Scout Executive Certification:

The National Capital Area Council will review your Eagle Package and the Scout Executive must certify that all applicable procedures have been followed.

6. National Eagle Scout Service BSA Approval:

Finally, the National Eagle Scout Service of the Boy Scouts of America in Texas will review your application. If it is approved, your Eagle Scout Credential will be issued and sent to Council.

NOTE: YOU SHOULD NOT SCHEDULE YOUR EAGLE COURT OF HONOR UNTIL YOUR EAGLE SCOUT CREDENTIAL HAS BEEN RECEIVED BY THE NATIONAL CAPITAL AREA COUNCIL.

## 5. EAGLE BOARD OF REVIEW

A. Eagle Board of Review:

The Board of Review for an Eagle candidate is made up of at least three, but not more than six members. These members do not have to be registered in Scouting, but they must have an understanding of the importance of the Eagle Board of Review. A District Eagle Board Member must be a member of every Eagle Board of Review. Normally, the Unit Committee Chair or Advancement Chair schedules and organizes the Board of Review and serves as the Chairperson. The Eagle Board Chair must coordinate with the District Eagle Board Member to ensure that the meeting is scheduled at a time and place that is mutually acceptable.

The unit leader and assistant unit leaders may not be members of the Eagle Board for a Scout in their unit. However, they may serve on an Eagle Board for a Scout from a different unit. A unit leader or assistant unit leader may attend the Eagle Board of a Scout from their unit as a non-participating observer. However, no member of the Scout's immediate family may attend or serve on an Eagle Board of Review.

**The Chairman must have the reference letters and a copy of the ESRA Certification that was approved by Council.** The candidate should provide the original and at least two copies of his complete Eagle Package. Members of the Eagle Review Board should meet at least thirty minutes before the candidate appears in order to review the application, service project workbook and write-up, and reference letters. The references statements are confidential and may be read only by members of the Eagle Board.

The Eagle candidate should arrive at the Board of Review on time, with his Scout Handbook and wearing standard Class A dress for the unit. Normally, the unit leader introduces the candidate to the Eagle Board and then departs. The candidate should be prepared to describe the details of his Eagle Project, and he should be ready to recite the Boy Scout Oath and Law.

The Rank of Eagle is the highest award that a Scout may achieve. The Eagle Board of Review is not intended as a grilling session to examine scout-craft skills. It may be assumed that the candidate has successfully and fairly earned his merit badges and previous ranks. The Board should be concerned with understanding whether the Eagle Project was conducted in accordance with the candidate's project proposal and whether he successfully planned, developed and gave leadership to others. If an approved proposal and the Scout's subsequent efforts demonstrate planning and development that was adequate, and the project was well led and executed to the satisfaction of the unit leader and project beneficiary, then only in rare cases would a Board decide to reject the project. The Eagle Board of Review should provide an opportunity for the candidate to review and describe his growth, experiences and achievements, in Scouting. Generally an Eagle Board of Review session will last about 30-45 minutes.

There is no standard set of questions that an Eagle candidate should be asked. However the Scout's Eagle Project must be a major focus for discussion. A detailed plan for the project was prepared before work began and the Eagle Board must consider how the project actually was carried out. Relevant questions include:

- 1) How did the candidate demonstrate leadership in planning and conducting the project?
- 2) How did he organize, direct and manage the work of others?
- 3) Did the project follow the approved plan or were modifications needed?
- 4) Did the project achieve real value for the benefiting organization?
- 5) What lessons has the scout learned from his project experience?

B. Additional Issues and Sample Questions. In addition to questions about the candidate's Eagle Project, The Eagle Board should explore other topics. Questions that have prompted good discussion include the following:

- 1) Of all the merit badges you have earned, which was the most meaningful? Why?
- 2) Have any of your merit badge studies been of help to you in determining your future career?
- 3) What are your plans for your future (college, vocation)? Has Scouting helped you prepare for your future? How?
- 4) What do you like best about Scouting? Why?
- 5) Now that you have earned the rank of Eagle Scout, what do you see as your obligation to your troop?
- 6) Tell us something about your activities outside of Scouting (Church, School, Clubs, or Athletics).
- 7) What makes an Eagle Scout different from other young people your age?
- 8) There are various types of citizenship. What makes a good citizen?
- 9) As you think about the Scout Oath, what does it mean to you?
- 10) You did not make it all the way to Eagle on your own. Tell us about some of the people who helped you and how they helped.
- 11) Of all the parts of the Scout Law, which part is most/least important and why?
- 12) Which Scouting experience was the most memorable?
- 13) If you could do one thing differently in your Scouting experience, what would it be?

C. Eagle Review Board Action:

After the review, the candidate leaves the room while the board members discuss the acceptability of the candidate as an Eagle Scout. The final decision must be unanimous. If the vote is positive, the Scout is asked to return and is informed that he has the Board's recommendation for advancement to Eagle. The candidate should be advised of the remaining steps in the advancement process (i.e., review by NCAC and BSA National in Texas). He should be told that it could take several weeks for his Eagle certificate to be issued. Until his Eagle certificate is received at the National Capital Area Council he should not schedule his Eagle Court of Honor. In some cases there are delays.

NOTE: The Eagle candidate should continue to wear his Life Rank patch until his Eagle Court of Honor.

If unanimous approval by the Board is not achieved, the candidate should be asked to return and is told why his advancement was not approved. If the issues are correctable, the Scout should be advised what action is required and the time frame that will apply. Should the applicant disagree with the Board's decision, the appeal procedure should be explained (See Section 8.0.4.0 - *Appealing a Decision in the 2017 Guide to Advancement*).

At the conclusion of a successful Board of Review, (1) the candidate's Eagle Application is signed by the Board Chair and the District Eagle Board member, (2) Board members initial approval in the Scout's Handbook, and (3) an Advancement Report (Form 34403A) may be completed, however, completion and submittal of the form no longer is required. A responsible adult should hand carry the original Eagle Package, including the Council ESRA Certification page and the Scout's statements of accomplishments and life purpose to the NCAC Marriott Service Center in Bethesda, MD. A copy of the approved Eagle Application and a copy of page 8 from the Scout's Project Workbook should be forwarded to the Chairperson of the District Eagle Board.

D. Council/National Processing:

When the application arrives at the NCAC Service Center, it is reviewed for completeness and consistency with applicable standards and the Eagle Application is forwarded to the National Eagle Scout Service Center.

The National Eagle Scout Service screens the Application. If it is found to be acceptable, an Eagle Certificate is issued and returned to Council. The date on the certificate will be the date of the Scout's Eagle Board of Review. Once the certificate is received by Council, the Scout's unit leader will be informed that the advancement has been approved and the unit may convene an Eagle Court of Honor. The Scout's unit is responsible for retrieving the Scout's Eagle certificate and Eagle package form Council.

## 6. EAGLE COURT OF HONOR IDEAS

Because of the importance of the Eagle Award a special Eagle Court of Honor should be held. This is an important event for every Eagle Scout and will be remembered as a unique and happy occasion. If desired by the Scouts, multiple Eagles may share an Eagle Court of Honor, provided that separate recognition is paid to each Scout.

A. The goals of an Eagle Award ceremony are:

- First, to honor the Scout;
- Second, to charge the Scout;
- Third, to inspire other boys to follow this adventurous and rewarding trail; and

- Fourth, to communicate the contributions of Scouting to the larger community.

B. Eagle Court of Honor Planning and Expenses:

1) Planning an Eagle Court of Honor (ECOH) is a little like planning a wedding. Although certain key elements must be included in every Eagle Court of Honor, the Scout and his parents may tailor many of the elements, participants, and festivities as they choose. Each troop has their own traditions, so check with your Unit Leader and Advancement Chair for guidance. The Scout's parents and unit representatives should work closely in planning, rehearsing and conducting an Eagle Court of Honor.

The two key ingredients to any successful Eagle Scout Court of Honor are People and Program.

- a) People -- Present at the Court of Honor should be the Eagle Scout, his family and people who have been especially helpful to the candidate in his life and Scouting career, other Eagles, and members of the unit.
- b) The program should be "short and sweet". Speakers should keep be brief and to the point, and the focus should be the Scout and his achievements. One of the speakers should be the Eagle Scout himself. It's always interesting to hear what a Scout thinks and feels about achieving this long-sought goal.

Following the ceremony, most units have a reception to celebrate and congratulate their new Eagle. The refreshments served vary from unit to unit and scout to scout.

2) Invitations -- Blank Eagle Court of Honor Invitations can be purchased from the National Capital Area Council Scout Shop or through the BSA Catalog (See Appendix F – Sample Invitation). These formal invitations can be prepared in various ways:

- a) Hand calligraphy
- b) Hand printing
- c) Typeset by Printer, etc.

Be sure the invitations go out to the appropriate people, (usually the entire unit) far enough in advance (one month) and contain all pertinent information including: The name of the Eagle Scout being honored, unit, date, time, place and RSVP contact info, if desired.

C. Eagle Court of Honor Outline, Script Etc.. See Appendix G for a Sample Eagle Court of Honor Outline, Script and Eagle poems and stories. Items that should be considered include:

- 1) Guest book
- 2) Badge or memorabilia display
- 3) Eagle light box or candles

- 4) Slide show or video of Scout's career
- 5) Large backdrop of Eagle emblem
- 6) Live eagle mascot
- 7) Scrapbook with certificates of recognition
- 8) NESA certificate, neckerchief and slide

D. Eagle Court of Honor Program:

Once the Eagle Court of Honor program has been finalized and all participants have been confirmed, a program for the event should be developed and printed for distribution at the Court of Honor (See sample program -- Appendix H). It should include the Eagle Court of Honor agenda and the presenters. It can be formatted in a variety of sizes and use various printing techniques. Some ideas of things to include are:

- 1) Brief history of his Scouting career
- 2) Overview of his project
- 3) Acknowledgement of appreciation to those who helped him in his Scouting career and/or service project
- 4) Picture of him or his project
- 5) Humorous sketches
- 6) List of his Scouting awards and leadership roles
- 7) Special events that he participated in
- 8) Poems/Stories relating to Scouting

E. Court of Honor Checklists:

Below are some checklists for planning your Court of Honor. You should consider which items are important to you. Ask your parents and unit leaders to help you with scheduling, choosing a venue, developing a script and all of the other details that will make it a great ceremony and party.

<p><u>Court of Honor</u></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Date/Location – Makes sure your Scoutmaster is available before you finalize!</li> <li><input type="checkbox"/> Invitation (RSVP?) (Updated troop and guest address list) 4 weeks before, minimum</li> <li><input type="checkbox"/> Script - must include Eagle Scout Promise</li> <li><input type="checkbox"/> Speakers/Participants - ask them in advance (2-3 weeks is reasonable but the sooner the better in case they have a conflict)</li> <li><input type="checkbox"/> Speech – you should thank all of the people that helped you reach Eagle, your parents and family, the troop leaders, friends, teachers. Talk about why they were important on your road to Eagle. Then talk about an important lesson or two you learned that will help you throughout your life. Tell a funny story about what you did in Scouting.</li> <li><input type="checkbox"/> Program – the BSA has nice ones but you can create your own</li> <li><input type="checkbox"/> Dignitary Letters – see below for suggested list and addresses</li> <li><input type="checkbox"/> Props (Light box or candles, matches, pins, ribbon, NESA neckerchief and slide) – make sure you give instructions in your script for what is done with a prop and</li> </ul>
--

when

- Music – optional but it's nice to have some for the flag entry, for instance
- Photographer/Video – you will want to remember this!
- Rehearsal - Schedule it!

### Memperships

- NESA membership
- Other memberships (Scout Museum, etc)

### Dignitary Letters (see following pages for addresses, etc)

- White House
- Senators
- Congressman
- Capitol Flag
- Pentagon Flag
- Anyone special to Scout
- Signed books
- Famous Eagle Scouts
- Military branch letter of commendation

### Reception

- Food
- Cake
- Beverages
- Paper goods
- Décor
- Scrap Book, memorabilia

### Announcements

- School
- Newspapers
- Troop website

### AND AFTER....

- Annual District Awards Dinner

### Scholarships:

- Sons of the American Revolution
- National Jewish Committee on Scouting
- NESA
- Elks
- Knights of Columbus
- American Legion

It WILL make a difference on your college application AND financial aid

F. Recognitions of Accomplishment:

The Eagle package from the Council comes with The Eagle Certificate, an Eagle medal, an Eagle rank patch, and a mother's pin. Other awards and special gifts are available for recognizing the Scout and his family for his accomplishments. Each unit must decide which items are to be gifts of the unit and which items will be the parents' responsibility. Some of these are:

- 1) Eagle Father's tie tack/lapel pin
- 2) Ring (Eagle or NESAs)
- 3) Neckerchief (Eagle or NESAs)
- 4) Neckerchief Slide (Eagle or NESAs)
- 5) Hat (Eagle/NESA)
- 6) Belt Buckle (Eagle/NESA)
- 7) Paperweight (Eagle/NESA)
- 8) Plaques (Troop and or Scout)
- 9) Statues
- 10) Pictures
- 11) 5 year membership to the National Eagle Scout Association (\$25) (Many troops make this gift to the Eagle Scout) (See Appendix I for a NESAs Application).
- 12) Some troops agree to pay for an Eagle Scout's B.S.A. registration while he is in college

It is suggested that only letters from the Boy Scouts of America and the President of United States be read during the Court of Honor, Additional letters may be placed in plastic document protectors for display. The names and addresses of key individuals are continually changing so the following reference information should be verified:

**Special Eagle Scout Recognitions**

U.S. Navy Certificates of Recognition:

Contact your local recruiting offices to obtain one of these recognitions

US Army Youth Certificates of Recognition:

Scout leaders and parents may nominate their scouts for this award by contacting their nearest U.S. Army Recruiting Battalion or recruiting office.

US Air Force Youth Certificates of Recognition:

U.S. Air Force Certificates of Recognition are awarded to America's Boy Scouts. You can contact your local Air Force recruiter and have them present the certificate at the Court of Honor. This is not a recruiting ploy, it is just easier to have a recruiter do it, unless you have a military base nearby.

U.S. Postal Service Certificates of Recognition:

The United States Postal Service has a newly designed recognition certificate for presentation to new Eagle Scouts. The certificate shows the USPS logo and the (old) BSA logo. What makes this certificate special is a reproduction of the \$.03 Boy Scouts of America commemorative stamp issued in 1950. To obtain a certificate, send your request, listing the name of the new Eagle Scout, to:

Postmaster General/CEO  
U.S. Postal Service  
475 L'Enfant Plaza SW  
Washington DC 20260-0010

### **U. S Flags - Flown over the Pentagon or the Capitol**

For a flag flown over the Pentagon the requestor must provide the flag. The request must be submitted 7 to 10 business days before date the flag is to be flown. Flags will not be flown on Holidays. When sending a flag through the mail, please be sure to insert return postage. The requestor should include the following information in their request:

1. The name of the scout and the troop.
2. The date of the Eagle Court of Honor
3. The date the flag should be flown.
4. A person to contact and a phone number.

Submit the written request to:

Defense Protective Service  
Operations Branch Commander's Office  
Washington HQ Services, Room 2E148  
1155 Defense Pentagon  
Washington, DC 20301-1155  
Telephone: (703) 697-1288

You can purchase a US flag that has flown over the United States Capitol building in Washington, D.C., by ordering it from your US Representative or Senator. In fact, this is the only way to purchase one of these flags.

Certificate of authenticity. You may request that your flag be flown on a certain date such as a birthday or anniversary. A certificate showing it was flown over the Capitol accompanies each flag.

If you mention in your letter or on your request form that this flag is for any specific occasion, that information will be included on the certificate. If you are requesting a specific date, please make your request at least 4 weeks prior to that date.

The prices include only the costs of the flag itself, the certificate, and shipping and handling. The payment must be a check or money order made payable to the fund designated by the specific Congressional office. Some Congressmen do not charge for the flags and normally send a

representative to present the flag. Make sure your Eagle scout knows how to fold the flag and practices with the person who will be assisting him.

## **US Government**

The Current Administration

Here are some place to start for Congressional e-mail addresses:

Official:

<http://www.house.gov/writerep/>

[http://www.senate.gov/general/contact\\_information/senators\\_cfm.cfm](http://www.senate.gov/general/contact_information/senators_cfm.cfm)

Unofficial:

<http://www.visi.com/juan/congress/>

The President

The White House

Attn: Greetings Office

Washington, D.C. 20502-0039

Mr. President

<http://www.whitehouse.gov/administration/eop/ope>

Vice President Joseph R. Biden

The White House

Washington, D.C. 20502-0039

Mr. Vice-President

Senator [the name of your U.S. Senator]

United States Senate

Washington, DC 20510

Congressman/woman [the name of your local  
Congressperson]

Congress of the United States

House of Representatives

Washington, DC 20515

Boy Scout Program Manager

[National Park Service](#)

1849 C Street NW

Washington, DC 20240

U.S. Air Force

(Request a certificate online at <http://www.usafa.af.mil/superintendent/pa/scoutaward/index.cfm> )

Department of the Army

(Request a certificate online at [www.goarmy.com/ycr](http://www.goarmy.com/ycr))

Office of the Assistant Secretary  
of Defense Public Affairs  
Director for Community Relations  
The Pentagon, Room 1E776  
Washington, DC 20301-1400

Joint Chiefs of Staff

If you want to receive a letter/certificate for an Eagle Scout or Girl Scout Gold Medal award to celebrate his/her accomplishment, please send a request letter to:

Office of the Chairman of the Joint Chiefs of Staff  
9999 Joint Staff Pentagon  
Washington, D.C. 20318-9999

Please include the full name of the scout, Troop number, date of honor ceremony or date acknowledged for passing Eagle Scout/Girl Scout Gold Award requirements and return address. Return postage is not required. In order to expedite your request, please consolidate multiple awardees into ONE (1) troop request. Due to mail handling procedures, allow 4 - 5 weeks for processing.

Commandant of Cadets  
U.S. Air Force Academy  
Colorado Springs, CO 80840-5421

Justice Clarence Thomas  
Supreme Court of the United States  
Washington, DC 20543

Justice Stephen Breyer  
Supreme Court of the United States  
Washington, DC 20543

Justice Anthony Kennedy  
Supreme Court of the United States  
Washington, DC 20543

US Fish and Wildlife Service

(A self-serve certificate is now available. Go to <http://www.fws.gov/educators/educators.html>)

Drug Enforcement Administration  
Attn: Information Affairs Coordinator  
Office of the Administrator  
8701 Morrisette Drive  
Springfield, VA 22152

**The Boy Scouts of America**

Glenn Adams  
President  
National Eagle Scout Association  
P.O. Box 152079  
Irving, TX 75015-2079

**Business and Industry**

International Association of Lions Clubs  
300 22nd Street  
Oak Brook, IL 60521-8842

Muhtar Kent  
The Coca Cola Company  
P.O. Drawer 1734  
Atlanta, GA 30301

National Football League  
280 Park Avenue  
New York, NY 10017

Mr. Hector De J. Ruiz  
Executive Chairman  
Advanced Micro Devices, Inc.  
P.O. Box 3453  
Sunnyvale, CA 94088

**Astronauts**

NASA receives a large number of requests for Eagle commendation letters. NASA is now requesting that all requests be sent to the following address:

NASA Johnson Space Center  
CB/Astronaut Office  
Attn: Eagle Scout Court of Honor  
Houston, TX 77058

The Astronaut Office will respond with one letter on behalf of the astronaut corps.

### **Previous Presidents**

George H. W. Bush  
10000 Memorial Drive  
Suite 900  
Houston, TX 77024

Jimmy Carter  
Attn: Correspondence Office  
The Carter Center  
453 Freedom Parkway  
Atlanta, GA 30307  
(or fax the request to 404-331-0283 )

William J. Clinton  
55 West 125th Street  
New York, N.Y. 10027

George W. Bush  
10141 Daria Place  
Dallas, TX 75229-6630

### **People**

General Charles E. Yeager      General Yeager reports that he receives over 500 requests a week for Boy Scout commendations and can not respond to them all, so he responds to none. To support the General Chuck Yeager Foundation, he will autograph items for \$50 each. The General Chuck Yeager Foundation is dedicated to the enhancement and enrichment of young people's lives through programs that are focused on the principles that General Yeager has exemplified. [www.chuckyeager.com](http://www.chuckyeager.com)

Mr. Ralph Nader      Open Letter to the Boy Scouts of America

I would like to take this opportunity to thank the many thousands of you who have written to lists of well-known people over the last few years and extend my apologies for not being able, due to time constraints and resources, to respond personally to each one of you. And that is why I'm writing to you collectively now.

It is my hope that you will channel that same youthful enthusiasm and goodwill to the areas where you can make a difference. You are the leaders of tomorrow and now that we're going through one of the most

challenging of times in the history of this country, is when you are needed most.

So now it's up to you. You must decide how you want our history to read. My best advice to you is to become critical thinkers. Read, read and read some more. Learn about history and politics. Watch what is going on in your local communities and question your leaders. If you don't agree with them, do something about it. This is where you must channel your efforts. You can learn a lot from the books I and my associates have written. Just go to my website "[Votenader.org](http://Votenader.org)" or read the weekly alerts at "[Nader.org](http://Nader.org)". You'll find a lot of useful information to start with, and hopefully enough to encourage you to go further.

You are the Boys Scouts of America, show our country what you can do for them. Become the leaders this country so urgently needs.

For Justice,

Ralph Nader

Mr. Craig A. Moon  
President and Publisher, USA Today  
Gannett Co., Inc. Headquarters  
7950 Jones Branch Drive  
McLean, VA 22108-0605

Mr. Sean McManus  
President, CBS News  
524 W. 57th St.  
New York, NY 10019

Mr. Wade Phillips  
Coach, The Dallas Cowboys  
One Cowboys Parkway  
Irving, TX 75063-4727

Mr. Ted Turner  
Turner Broadcasting, Inc.  
P.O. Box 105366  
Atlanta, GA 30348

Mr. Samuel J. Palmisano  
Chairman & CEO  
IBM Corp.  
Old Orchard Rd.  
Armonk, NY 10504

Mr. Steve Capus  
President, NBC News  
30 Rockefeller Plaza  
New York, NY 10012

Mr. James S. Brady  
c/o National Organization on Disability  
Washington, DC 20006

Mr. David Westin  
President, ABC News  
Capital Cities/ABC Inc.  
47 W 66th St.  
New York, NY 10023

John C. Sigler, President  
National Rifle Association  
11250 Waples Mill Rd.  
Fairfax, VA 22030

Mr. Edwin Feulner, Jr.  
President  
The Heritage Foundation  
214 Massachusetts Ave., NE  
Washington, DC 20002

**The Roman Catholic Church**

His Holiness, Pope Benedict XVI  
Apostolic Palace  
00120 Vatican City State, EUROPE  
Most Holy Father  
Your Holiness' most humble servant,

## **The LDS Church**

The Young Men General Presidency  
Church Of Jesus Christ of Latter-Day Saints  
47 East South Temple Street  
Salt Lake City, UT 84150

## **The Lutheran Church**

National Lutheran Assoc. of Scouters offers a certificate to recognize recipients of the Eagle Scout award. The certificate can be requested at <http://www.nlas.org/certreq.htm>.

## **Other Religious Leaders**

Dr. Robert Schuller  
The Crystal Cathedral  
12141 Lewis St.  
Garden Grove CA 92840

## **Knights of Pythias**

The Knights of Pythias would like to present a certificate and patch to every Eagle Scout. You can request the certificate and patch by downloading and submitting [this document](#).

## **Scouting**

The Scout Association,  
The Gilwell Park Campsite,  
Chingford, London, E4 7QW, United Kingdom

## 7. **LIFE AS AN EAGLE**

### A. **Recognition Opportunities:**

#### 1) Awards and Honors:

The Eagle will be awarded an Eagle medal award and an Eagle Rank patch. Additional Eagle Rank patches can be purchased. The Eagle Rank patch can be worn by the Eagle on the left pocket until the Scout attains the age of 18. At that time the Scout should begin wearing the adult Eagle Red, White, and Blue knot instead of the Eagle rank patch. This knot is worn over the left pocket. The special medal is only worn for special occasions on the Class A uniform. These and other special awards will be presented at the Eagle Court of Honor.

2) NESAs Membership:

As an Eagle Scout the boy is eligible to become a member of the National Eagle Scout Association (NESA). As a NESA member he will be eligible to wear the NESA insignia, neckerchief slide, belt, and ring. (See Appendix I for NESA Application).

3) Eagle Scout Recognition Dinner(s):

The former Patowomeck District in conjunction with the Elks held a recognition dinner for all Scouts who attained the rank of Eagle during the previous year. It is to be determined whether the new districts will hold such a dinner.

The National Capital Area Council also holds an Eagle Recognition Dinner in conjunction with its Eagle Career Day each fall. This dinner takes place after the Eagle has spent the day at the workplace of someone practicing in the career of the Eagle's interest.

4) Eagle Palms (Scout Eagle Palm Application Form -- See Appendix J):

The rank Eagle is the highest in Boy Scouts, but further advancement can still take place as a Boy Scout until he is 18 years old. The Eagle Scout can acquire palms to add to his Eagle badge. There are three levels of palms: Bronze, Gold, and Silver. The Eagle must remain active in his troop for three months since his Eagle Rank or last Palm Board of Review and have five additional merit badges for each palm. These merit badges can be any merit badges beyond those required for earning the Eagle Award (1999 BSA Advancement Committee Policies and Procedures). The next level palm is then acquired by an additional three months and five additional merit badges.

These Palms are worn on the Eagle medal and/or Adult knot. If the Scout remains active in the troop and has enough merit badges, he can earn multiple Bronze, Gold, and Silver palms. The Eagle with multiple Palms wears the appropriate palm combinations that reflect this total number of merit badges.

B. Leadership Opportunities:

The Eagle Scout has demonstrated his ability to lead and should maintain an active role in his troop as a boy leader. Actual opportunities to take leadership positions vary based on the boy's age. Some may serve as Jr. Assistant Scoutmaster, if they are 16 years old. Leadership opportunities are not limited to the troop. The Eagle can take an active role in the Order of the Arrow (if a member) and District or Council training staff, etc.

C. Service Opportunities:

The opportunities are endless for an Eagle Scout to serve. He should be a major initiator that the troop be active in service projects.

- 1) Advanced service opportunities, such as the conservation-oriented multi-leveled Hornaday Award, provide many additional challenges and leadership opportunities to serve the Scout's community.
- 2) Inauguration -- Living in the Washington, D.C. area, Boy Scouts are eligible to volunteer to serve in support of the Presidential Inauguration. Eagle Scouts are given the more responsible and honored positions in serving at pre-Inaugural, Inauguration and Inaugural Ball functions.
- 3) Many Eagles are active in the Order of the Arrow scouting organization which provides many opportunities to serve others, take leadership roles, and involvement in special events.

D. Scholarship Opportunities:

Many institutions of higher learning, such as universities, view the attainment of Eagle as additional points towards admission to their institution. Some of these even have special college level Eagle Scout Association groups. Eagle rank demonstrates to them that the young man is of the highest caliber and has the special determination and skills to have acquired Eagle. A number of the Military academies students are Eagle Scouts.

In addition, numerous scholarship opportunities exist for the Eagle Scout. They vary from organization to organization in value and difficulty of acquiring. Some require that the Eagle project be completed during the Senior academic year of the Scout. For example, the National Society, Sons of the American Revolution offers the Arthur M. & Berdena King Eagle Scout Scholarship. The application process is open to all Eagle Scouts who are currently registered in an active unit and have not reached their 19th birthday during the calendar year of application. Three cash scholarship awards are given: National First Place winner - \$8,000.00; Runner-up - \$4,000.00; 2nd runner-up - \$2,000.00. College plans do not need to be completed in order to receive the scholarship. More information is available at: [http://www.sar.org/Youth/Eagle\\_Scout](http://www.sar.org/Youth/Eagle_Scout). Information on other scholarships is available from the National Capital Area Council Program Office.

E. Further Recognition Opportunities:

Additional recognition opportunities exist for the Eagle Scout, such as the Distinguished Eagle Scout Award for twenty-five years distinguished service in a career and volunteer work in addition to your profession.

# APPENDIX A

## EAGLE RANK REQUIREMENTS



### Eagle Rank Requirements

1. Be active in your troop for at least six months as a Life Scout.
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.
3. Earn a total of 21 merit badges (10 more than required for the Life rank), including these 13 merit badges: (a) First Aid, (b) Citizenship in the Community, (c) Citizenship in the Nation, (d) Citizenship in the World, (e) Communication, (f) Cooking, (g) Personal Fitness, (h) Emergency Preparedness OR Lifesaving, (i) Environmental Science OR Sustainability, (j) Personal Management, (k) Swimming OR Hiking OR Cycling, (l) Camping, and (m) Family Life. You must choose only one of the merit badges listed in categories h, i, and k. Any additional merit badge(s) earned in those categories may be counted as one of your eight optional merit badges used to make your total of 21.
4. While a Life Scout, serve actively in your troop for six months in one or more of the following positions of responsibility.

**Boy 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, or outdoor ethics guide.

**Varsity Scout team.** Captain, cocaptain, program manager, squad leader, team secretary, Order of the Arrow team representative, librarian, historian, quartermaster, chaplain aide, instructor, den chief, webmaster, or 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, or webmaster.

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

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 9.0.2.16.)
6. While a Life Scout, participate in a Scoutmaster conference.
7. Successfully complete your board of review for the Eagle Scout rank. 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. (This requirement may be met after age 18, in accordance with Guide to Advancement topic 8.0.3.1.)

If you have a permanent physical or mental disability, you may become an Eagle Scout by qualifying for as many required merit badges as you can and qualify for alternative merit badges for the rest. If you seek to become an Eagle Scout under this procedure, you must submit a special application to your local council service center. Your application must be approved by your council advancement committee before you can work on alternative merit badges.

## **Alternate Requirements for the Eagle Scout Rank**

The Eagle Scout rank may be achieved by a Boy Scout, Varsity Scout, or qualified Venturer or Sea Scout who has a physical or mental disability by completing the Application for Alternative Eagle Scout Rank Merit Badges, No. 512-730, and by qualifying for alternative merit badges. This does not apply to individual requirements for merit badges as described. Merit badges are awarded only when all requirements are met as stated. See the *Guide to Advancement*, for details.

The physical or mental disability must be of a permanent rather than of a temporary nature (or a disability expected to last more than two years or beyond the 18<sup>th</sup> birthday). The application must include a written statement from a qualified health-care professional related to the nature of the disability. This person may be a physician, neurologist, psychiatrist, psychologist, etc., or an educational administrator as appropriate.

Before applying, he must earn as many of the Eagle-required merit badges as possible. Any alternatives must present the same challenge and learning level as those they replace. Unless the Scout has been approved for registration beyond the age of eligibility, all merit badges must be completed by the 18th birthday (reference *Guide to Advancement*).

1. Obtain a clear and concise statement related to the nature of the disability from a qualified health-care professional.
2. The unit leader meets with the candidate and his parent or guardian to determine the alternative merit badges to replace those impeding his progression.
3. The unit leader, parent or guardian, and the Scout (if possible) prepare supporting letters to accompany the application.
4. The district and council advancement committees, in turn, review the proposed alternative merit badges. They may choose to speak with the Scout, his parent or guardian, or unit leader. If the council advancement committee approves, then the candidate may start work on the merit badges. Note: In approving the application, the district and council advancement committees must utilize the expertise of a health-care professional involved with youth who have disabilities.
5. Upon completion of the Eagle Scout rank requirements, using the alternative merit badges, the candidate appears before a board of review. This approved application must be attached to the Eagle Scout Rank Application.
6. Following a successful board of review, the council processes both applications and forwards them to the national Advancement Team. Local council action on alternative merit badges does not require national approval.

Note: In order for a Venturer or Sea Scout to be an Eagle candidate, he must have achieved the First Class rank as a Boy Scout or Varsity Scout.



# APPENDIX B

## EAGLE SCOUT PROJECT LESSONS AND IDEAS



# **Y**our **E**agle **P**roject ...

## **H**ard **L**earned **L**essons **A**nd **I**deas

Hard-learned lessons from the Scoutmaster to Scouts about to start their Eagle projects . . .

### **1) Look Beyond the Troop for Volunteers**

Some larger troops turn out 10 Eagles per year. Some of the more motivated Scouts have worked on more than 25 Eagle Projects in their careers (also, some have worked on none, but those Scouts probably aren't going to help you either). The point is that many of our hardest working Scouts are just about burned out on Eagle Projects. Yes, you should still recruit Scouts from within the Troop - but you should also look outside the Troop for help. This is especially important when the Troop has multiple projects all ongoing at the same time. Friends from school or your neighborhood, especially if they are Scouts in other Troops, are possible volunteers. If you're on a sports team, either in school or independent, that's another pool of possible volunteers. Same for your other social groups, such as Church-based youth groups, clubs at school, your band, or if you have a job, your co-workers. During the summer, graduated Scouts who are home from college may be able and willing to help you on your project - especially if you helped them on their projects when they were still in the Troop. Bottom line being: Don't just try to recruit from your troop for help.

### **2) Personal Contact is Critical!**

Email announcements in the Troop's "Weekly Notes", hand-outs (flyers) at Troop meetings, and verbal announcements at Troop meetings are all helpful, but really they do little more than let people know that you are starting your project. They are *\*almost useless\** as recruiting tools. To repeat, emails, flyers, and announcements are almost useless as recruiting tools! It is critical for you to make personal contact with potential volunteers. Face-to-face contact is best, with phone-calling the next best option.

Recruitment of volunteers should be done at least 5 days in advance, at the troop meeting. If you ask for a general show of hands, write down the names of everyone who had their hands up. Followup reminder calls the day before the project is also very helpful (personal emails and text-messaging as reminders work only for your closest friends - everyone else, you'd better call them if you hope to see them).

As a general rule of thumb, about 3/4's of the people you recruit will actually show up. A few more if the weather is nice, a few less if it's nasty. Plan accordingly.

### **3) Recruit Multiple Groups for Each Day**

A classic error is to recruit 25 volunteers for 8:30 am, and no one else for the rest of the day. If you make this mistake, typically you'll have 20 people at 9:00 am, you'll have 5 left at 1:00 pm,

and you and (maybe) your parents will still be there at 5:30 pm, completely exhausted, doing the cleanup, pack-up, and/or prep for the next work session. Everyone else will be long gone.

The hard reality is, even your best volunteers are good for 4 to 6 hours, max. If it's really hot, really cold, or raining, 3 or 4 hours, max. For this reason, you are far better off recruiting 10 - 12 volunteers for 8:30 am, and 10 more volunteers for 12:30 - 1:00 pm. If it's really brutally difficult work, like ditch-digging or building trail in mid-August, or if the weather conditions are miserable, you should recruit three groups, for 8:00 am, 11:00 am, and 2:00 pm.

#### **4) Support Your Volunteers!**

If you want your volunteers to stay longer, and especially if you want them to come back tomorrow or next week, you have to support them while they're on-site. Have regular breaks, especially if it's really hot or if the work is really tough. Having plenty of snacks and drinks through the entire work session are critical. If you work through lunch or dinner, you'll need to provide a "real meal" in \*addition\* to the snacks (snacks are NOT a meal!) Understand that good meals are also an excellent recruiting tool, and will keep those volunteers coming back - conversely, "cheaping out" on snacks and meals will crush your future recruiting efforts.

In addition to food and drinks, offering transportation to and from the work site is also helpful if you want to get your volunteers to return. This is particularly important if the work site is distant from St. Agnes, or is hard to find, or is difficult to get to. Note that the response time has to be fairly quick - if 3 volunteers want (or have) to leave at 1:00 pm, you better not make them wait til 2:45 for a ride, or you won't see them again. [This, by the way, is a good task for a parent.]

#### **5) Be Fully Ready to Roll on Day One!**

Nothing kills a project faster than forgetting critical items or not having a detailed work plan when your volunteers show up. Most people will work very hard for you, if you are fully prepared and give them clear direction. But if they have to stand around for an hour while you're frantically driving home or to Home Depot to get missing items, or because you obviously haven't thought about organizing and starting the work, more than likely they won't be back for Day II. No one enjoys having their time wasted - especially if they made a special effort to free up that time to help you.

So, don't abuse your volunteers by failing to plan. It cannot be emphasized enough - the start of the first day is critical to the success of your project. It is very important to think your way through every step of the project - What tools do you need?; what supplies?; what safety equipment?; how many people?; who needs to do what, and in what order?; do you have adequate food, snacks, and drinks?; sign-in and sign-out sheets; two cameras?; notebook and pen for taking notes? And so on, and so on.

In order to get a smooth start, most Scouts get to their project site at least an hour in advance of the stated assembly time - and even earlier for a complex project. This allows them to unload everything, get it organized and set up, and think about the work sequencing \*before\* the mass of volunteers arrive. If you arrive at the same time as your volunteers - or (God forbid) later than

your volunteers - you will already be in a crisis mode before you even start. Get there early, and be ready to roll.

## **6) Document, Document, Document!**

You will need to write up and illustrate a detailed record of your project for your Eagle Notebook. It is a VERY BAD IDEA to try and re-create what happened during a work session "sometime later" - "sometime later" often turns out to be weeks or even months after the project, an impossible task, especially for multi-day projects that stretched over several weeks.

This isn't difficult, but (again) you have to plan for it, and take the time to do it. Have a sign-in/sign-out sheet for your volunteers and assign someone to be responsible for signing volunteers in and out (if you fail to do this, usually your sheet will have a lot of holes in it). Spend a minute or two during your breaks to write some "quickie" notes on what's being done, and who's doing it. Have at least one person (you or a parent) take photos at regular intervals. [Note: It's better to use 2 different cameras, to avoid a disaster if a camera fails (total camera failures happened to 2 Scouts in Troop 111 over the past 20 years; neither one had a single photograph of their project.)]

If possible, write up each work session that night. Yes, you will be dirty and dead-tired when you get home, and will be even dirtier and more tired by the time you get everything put away. However, 15 minutes on your computer at the end of each work day, while things are still fresh in your mind, will save you a lot more work and stress down the road. The longer you wait, and the more work sessions that have to be written up, the harder it gets. This is completely unnecessary, self-inflicted pain - do it right away, and save yourself a lot of grief later.

## **7) If You're Close to 18 Years Old, Complete the Rest of Your Eagle Notebook Before or During the Project!**

It is amazing how many Scouts (and how many parents) think that finishing their Eagle Project also finishes their Eagle. Absolutely Not True! The Eagle Notebook usually takes between 15 and 25 hours of ADDITIONAL work to complete, usually spread out over one - two months (to allow for multiple reviews, collecting and vetting of Scout records, tracking down missing information, and so on)! And it all has to be done by midnight the night before the Scout's 18th birthday (this is an absolute deadline). For Scouts who are completing "just-in-the-nick-of-time" Eagle Projects, failure to complete their Notebooks while they're doing their projects results in an instant crisis, not only for them but also for the Troop Life-to-Eagle Coordinator, Scoutmaster, Committee Chairman, and District Eagle Board Representative. A Notebook can be completed in as little as a week, but doing so is a frantic and utterly exhausting frenzy for everyone, and you'd better hope everyone is in town and able to drop everything to help, and that there are no serious deficiencies in your records. That's a lot to hope for.

In short, if you are within a month of your 18th birthday, you should already be writing up your Eagle Notebook RIGHT NOW - even before you start your project. Don't make a fatal mistake ten yards short of the finish line!

Let's look at a few successful projects:

Service to the Community:

1. Realizing the danger of storing old, outdated medicines in the home, a project was organized to go house-to-house to collect old pills and prescription medicine. The project was carefully planned with doctors, druggists, and law enforcement officials to ensure safe handling and disposal. The project required pre-announcement and strict control.
2. Working with the city librarian, boxes of old newspaper stories about the community were removed from attic storage, sorted, and filed by year. Highlights in the community's history were microfilmed, inserted in a capsule, and placed in the cornerstone of the new city administration office. This project was to collect, protect, and preserve memorabilia relating to the history of the city.
3. Working in cooperation with the state energy office and a local director of energy conservation, a pamphlet was printed on conservation of energy in the home and distributed to 10,000 homes by Scouts. The Scouts raised the money to print the information flyer and coordinated the distribution to homes.
4. Organizing four Scout troops and three Cub Scout packs to clear trash and debris along a busy state highway proved to be a good project. Adults had to be recruited to supervise and to safeguard the boy workers. First aid and drinking water services had to be provided. Each group of workers had CB radio communication. Trucks to haul away the trash were recruited into service. To top it off, each worker received a certificate of appreciation from the mayor of the city.
5. The U.S. Marine Veteran's Hall had become damaged by flood waters. Because this hall was used by many community groups, an Eagle candidate set out to restore and repair the building. Damaged chairs and tables were sanded and refinished, cracked and damaged floor tiles were replaced, duck walks were built for the kitchen, molding and ceiling tiles were replaced. A scrap metal drive financed the project.
6. Dividing the town into sections, a survey of homes was made to see how many had smoke detector alarm systems installed. The candidate developed a survey sheet and had it printed. Along with the survey, information on the importance of smoke detectors and simple instructions on how and where to install them were passed out. This Scout recruited college students to assist in the survey.
7. Removing weeds and debris and planting shrubs, marigolds, and petunias helped beautify the grounds around the local fire station.
8. An Eagle candidate directed a house-to-house energy survey and audit for the state energy authority. Scouts distributed energy questionnaires to homes and explained their use. The residents completed the forms and returned them to the energy authority where the results were run through a computer. Computer printouts were returned to the homeowners with information on how to conserve energy in their particular home.

9. In the spring of the year a local stream had clogged with logjams, brush, and debris. An Eagle project was organized to clear the stream. Working with the mayor and city council, Scouts removed the logs and trash and hauled it away to the dump.
10. A local cave site had become unsightly with trash and debris and graffiti on the walls. An Eagle project was planned to use acid to remove the graffiti and a group of Explorers hauled off the trash. This group worked in cooperation with the local speleological society and park commission.
11. An antique, horse-drawn buggy was restored for a local museum. The buggy that was used in the 1800's has deteriorated. Rust was removed from all metal parts, all wood was sanded and treated, leather was softened with saddle soap, and a new coat of paint was applied. The Scouts worked under the careful eye of the curator.
12. Scouts made 27 cement boxes for tree planters in order to level the planters on one of the main streets of their city. These leveling boxes made it possible to water the trees properly and to prevent them from wilting and dying.
13. A group of Scouts under the supervision of an Eagle candidate restored an old cemetery. They reset headstones, cleared weeds and brush, repaired walkways, and painted the fence.
14. More than 30 hours were spent forming 40 cement blocks, one square foot each, in which metal-casted veteran stars were placed. The veteran markers were then set in place at the headstone of veterans in a local cemetery.
15. Writing to pharmaceutical companies for donated supplies and securing donations from local druggist, a Scout made up 150 first aid kits. He had a box company make the boxes and had a printer print contents labels. Scouts sorted the supplies and made up the kits. The kits were placed on local church and agency buses and given to homes and institutions.
16. In cooperation with the Civil Defense Office, Scouts used a flood map and visited all of the homes in the flood area. They filled in a form identifying residents in the area who were elderly or invalid and who might require assistance in evacuation at the time of flood or hurricane. File cards were prepared for Civil Defense use.
17. In a tornado area, Scouts organized a drive to procure equipment to purchase an outdoor warning system and siren for Civil Defense. The project was controlled by the Civil Defense Office.
18. A survey of all street signs in the candidate's hometown was made. A report was made on all missing or damaged signs and all that were turned the wrong way.
19. Scouts painted the fire hydrants and cleared weeds and brush from around them to improve visibility.
20. A homework-study center was established in an inner-city area where youth from crowded homes could come to study and do schoolwork. Scouts gathered reference books and manned the center to help younger children.

21. In cooperation with the Sudden Infant Death Syndrome chapter, a 2-day tournament was planned and conducted for the benefit of the SIDS program. Babies so afflicted need monthly treatments. The funds raised were used for families who could not afford the treatment program.
22. Crime prevention was the subject for one project. Scouts distributed “National Neighborhood Watch” information on crime prevention and home security information to private homes.
23. To aid local department responding to emergency calls, Scouts spent more than 100 hours painting house numbers on curbsides. The Scouts provided the paint, the stencils, and the manpower.
24. The sight of a World War Veterans memorial was cleared and landscaped in cooperation with the American Legion post. Graffiti had to be removed from the monument.
25. With borrowed equipment and after some training, Scouts set up in a shopping center parking lot to provide free auto emission check for car owners. Their purpose was to help control pollution in their community.
26. The site of an old fort was covered with metal detectors to locate relics of the past. Buttons, nails, and other metal objects were identified and labeled for placement in a museum to be built on the site.
27. To complete this project, the Scouts removed the room dividers from the city recreation building and took them to a workshop to rebuild them. After they were repaired, they were sanded, re-varnished, and hung back in place.
28. Scouts were used to completely reorganize the storage room of the American Red Cross. The Scouts sorted out damaged folding cots and restocked the good ones. Blankets were refolded and emergency service equipment was inventoried. The Scouts also built new storage shelves to utilize all available storage space.
29. Flag holders were installed on the outside of places of business in order that all could properly display the American flag on holidays. Scouts provided the holders and did the installation.
30. Removing old cars, bottles, cans, and debris from a river was a good ecology project and met the requirements for Eagle service as well.
31. Working with the Kiwanis Club, “Project Santa” was developed. Scouts adopted an entire family unit identified as being poor by the local welfare agency. Gifts for each member of the family were purchased and Christmas dinner was provided.
32. This project was called “Helping Hand”. Scouts surveyed the various routes to local schools to determine the homes that had someone at home during the day. These families were asked to place a helping hand sign in the front window. School children were instructed to run to a “helping hand” house when and if they ever felt threatened or needed help.

33. On the support structure of bridges over navigated waterways the height of clearance above water level, the width of the waterway under the bridge and the depth of water was painted for boater information.
34. A “people protector” project consisted of securing decals from the Prudential Life Insurance Company and distributing them to more than 175 homes. The decals had a baby carriage, a rocking chair and a wheelchair pictured on them. They were placed on bedroom windows where babies, elderly or handicapped people slept. This identification was to assist the fire department in locating rooms where people might need help with evacuation in case of an emergency.
35. A community-wide blood drive was conducted to build up the blood supply for a local hospital. Scouts advertised the drive, delivered notices door-to-door, and assisted at the blood donation center.
36. Winter feed was needed for ducks at a local duck pond. Scouts picked corn from a farmer’s field, took it to a mill to be shelled, and donated 1,200 pounds of shelled corn to the duck feeding project.
37. To improve the looks of a river bank, Scouts planted grass, shrubs, and flowers. The river ran through the main part of town and had become an eyesore. The planting also helped cut down on soil erosion.
38. In cooperation with the police department, Scouts developed an operation ID project. Going to homes, they engraved valuables with the owner’s Social Security Number and filled in an identification card on each item for the police files.

#### Service to Schools and Educational Institutions:

1. Developing an educational nature trail called for a survey of land adjoining school property and securing legal agreements for land use from landowners. The nature trail included ecological stream habitats, lowland forest, and a pine forest. The help of a botanist, a geologist, and a biologist was secured to properly identify trees, shrubs, plants, rocks, and ecological sites on the trail. Appropriate signs and trail markers were installed.
2. In cooperation with local police and school authorities, a bicycle rodeo was held on a local school ground. Films on bike safety were shown and bikes were inspected for safety. Printed material on safety was distributed and prizes were awarded for performance on a bike course. Dads and Scouts did minor bike repair on the scene and safety reflective tape was affixed to each bike.
3. Spectator benches were built and painted at a school athletic field.
4. A sturdy wooden bridge was built on a path leading to the school grounds to enable younger children to cross a ditch safely on the way to and from school.
5. One candidate trained Scouts and set up a tutoring center for children with learning disabilities.

6. The classrooms of a rural school were cleaned and painted.
7. Scouts developed a lesson plan and had it approved by the school administration. Then, just before summer, they showed films and taught water safety and mouth-to-mouth resuscitation. Their presentation was part of the health class.
8. Inspiring the PTA to help, one Eagle candidate took on the landscaping of the school grounds. They planted shrubs and flower gardens and placed identification markers on trees and shrubs.
9. School crosswalks and curbs were painted with red paint to warn motorists and to let children know where they were to make their crossings.
10. Scouts earned the money and purchased the needed supplies to paint four square games on the blacktop on the playground of an elementary school and to install three tetherball standards. The work was done by Scouts and parents and supervised by the Eagle candidate.
11. To build an outdoor classroom for his school, one candidate and his crew removed and relocated a lawn sprinkler system, built concrete steps, and constructed classroom benches on cement bases.

#### Service to Churches and Religious Institutions:

1. To aid handicapped worshipers, an access ramp was built at a church to accommodate wheelchairs. The project included securing all of the required supplies and developing an approved plan for construction.
2. One project called for planning, purchasing all required supplies and erecting a flagpole on church property. After erecting the two-section, 22-foot pole with a 3-inch gold ball on top, a 36-foot halyard was connected and a new 3 ft. x 5 ft. American flag was raised. To accomplish this project, approximately \$200 had to be raised from yard sales and a car wash.
3. It would cost \$5 each to repair the hymn books at his church. An Eagle candidate bought the glue and binding tape and organized a project to repair the hymnals. This project saved the church more than \$2,000 in repair costs. The Scouts spent 44 hours repairing the books.
4. In cooperation with local handicapped awareness organizations, one Scout surveyed all of the churches in his community. He requested permission from pastors to visit their churches to measure doors, check rest room facilities and parking areas to assess the ability of the church to accommodate handicapped people. Using photographs, he prepared a written report for each church with recommendations on how facilities could be improved.
5. Painting, waterproofing, cleaning and installing shelves in a church storage building took several hours of planning and handwork. This Scout saved his church over \$300 in repair costs.
6. A toy cupboard was constructed for a church nursery and filled with handmade wooden puzzles, toys, and games.

7. Good readers with good speaking voices were selected and trained to record scriptures and devotionals on tapes for a church library. The tapes were then loaned to shut-ins who enjoyed hearing young voices sharing Bible verses.
8. All of the audiovisual equipment for one church was cleaned, repaired, and marked for control purposes and an adequate storage area was built to house the equipment. A system for signing out equipment was developed.
9. The ladies of the church needed quilting stands to make quilts for their missionary project. An Eagle candidate organized a group of Scouts who mowed lawns to earn the money needed to purchase the lumber, nails, bolts, and other supplies. Then they secured a pattern and constructed the needed quilting frames and stands.
10. Four sets of sturdy wooden shelves were constructed for the United Ministries Thrift Shop. Returnable bottles sold back to stores and a newspaper route raised the funds needed for lumber, nails, and shelf braces. Six Scouts did the construction work.
11. An old storage room at a church was cleaned out and renovated to make a meeting room for the church's youth group.
12. Storage bins were built to store games and toys in a church nursery department.
13. Playground equipment was constructed on a church playground and fenced in to make a safe play area for younger children.
14. The remains of an old Spanish mission were studied and a map of historical interest was made showing the historical relationship to the present-day church.
15. Flower gardens with a brick walkway became an Eagle Project at a local church. The purpose was to provide an attractive, outdoor, worship center.
16. The repair and painting of a storage building on church property saved the church money and provided many hours of work for an Eagle candidate and his helpers. Thirty Scouts and leaders helped on this one.
17. Measuring, marking off, and painting the parking area lines in a church parking lot helped one church solve its parking problems.
18. During this project, 15 local churches were contacted to see if Scouts could help establish a transportation program for persons who might need assistance getting to church. Four churches responded. Forms were developed for volunteer drivers and for people wanting assistance. The names were matched and ride schedules were set up. Nursing homes and homes for the aged were contacted to be sure the residents had the opportunity to attend church.
19. All of the pews and kneeling stands were sanded and re-varnished to help restore the beauty of one of the oldest churches in the community.

### Service to Disabled Persons:

1. One Scout took part in a one-week training course at a Muscular Dystrophy Association camp. During the period, he had responsibility for a 24-hour-a-day care of one afflicted person. This included assisting the patient with all motor functions -- eating, drinking, sleeping (turning him every two hours), toilet duties, and daily activities. After returning from training, he trained the Scouts of his troop in caring for handicapped people. Following the training period, they organized activities for the crippled children's hospital, including swimming, horseback riding, dancing, and races.
2. At a camp for the handicapped, a campsite and nature trail was cleared. Care had to be given to clear the area well so handicapped children could use the facility. Log benches were built and an attractive bulletin board was installed. A trailer was put in place as a camp office and a fire ring was built in the campfire circle.
3. Working with the staff of a school for severely mentally and physically handicapped people, a recreation program was developed for the students. A series of full-day recreational activities were planned and executed. The activities included Frisbee toss, Frisbee golf, a pool tournament, art lessons, arm and leg wrestling, music, swimming instruction, field trips, field games, and picnics. At the climax of the project, the school had a series of well-planned programs they could repeat as often as desired. The Scouts involved learned valuable lessons on working with handicapped people.
4. An Eagle candidate adapted an aquatics training program to the needs of blind, autistic, and otherwise handicapped students. By teaching the handicapped students skills of breathing and floating, the project helped dispel their fears of the water and gave them skills to prevent drowning.
5. Working with a handicapped awareness organization, Scouts visited local stores and businesses to inspect how well their facilities met the needs of handicapped people. As the Scouts inspected the premises, they filled in a report which they shared with the manager of the business. They left printed material on handicapped awareness, a letter from the mayor of the city, and a copy of the Internal Revenue Service code that explained tax benefits related to hiring the handicapped. Many of the businesses visited were willing to improve their physical plant to meet the needs of the handicapped.
6. Toys and games were collected and repaired for use at a home for retarded children.
7. In cooperation with the Volunteers for the Visually Handicapped, games were constructed from wood for use by the visually handicapped.
8. An Eagle candidate recruited a crew of volunteers to provide counselors for a day camp for mentally and physically handicapped children. The group worked four weeks in the day camp supervising arts and crafts, swimming, and games. The volunteers had to take part in special training before the camp opened.

### Service to Hospitals and Nursing Homes:

1. A carnival was planned and staged for the rehabilitation convalescent home. After a day of fun and recreation, the Scouts came back to conduct a meaningful worship service.

2. Parents were asked to help make bed caddies with a piece of cloth that went under the pillow and a pocket that hung over the side of the bed. In the pockets, Scouts placed small games, pencil, pad, ball-point pen, comb, and other items useful to bedridden patients. These were distributed to more than 200 patients in homes and hospitals for the elderly.
3. A large metropolitan hospital needed clothing for indigent, poor patients to wear on release from the hospital. Clothing was collected, laundered, and folded neatly for hospital use. The collection ran throughout the community for three months. Flyers delivered to homes and newspaper articles advertised the collection and Scouts made the pickups and deliveries.
4. One Scout organized his group to build two carts on wheels with closed-in cabinets beneath a table top for use in a local hospital. The carts were used to deliver books and magazines to patients.
5. Renting rug shampooers from a local store, Scouts shampooed all of the carpeting in a nursing home. Furniture had to be removed from each room, the rugs shampooed, and the furniture replaced. Careful coordination had to be planned for the moving of residents so as not to disturb the patients' routines.
6. A flyer was printed and delivered to homes asking people to place magazines and books in cartons on their front doorstep. The Eagle candidate and his associates picked up the donations and delivered the much needed reading material to a local mental health hospital.
7. Trays were made to attach to wheelchairs for disabled veterans at a VA hospital.
8. Several brightly painted footstools with carpeted top cushions were made for the elderly patients of a nursing home.
9. Scouts were organized and trained to be patient escorts and visitors in a large hospital. They worked through the hospital chaplain's office.
10. Using plastic bottles, pull toys were made for a children's hospital. The bottles were painted, felt ears and eyes were glued on, wooden wheels were attached, and pull strings were glued to the bottle caps.

#### Service to the Elderly:

1. One candidate planned and supervised the planting of a vegetable garden at a senior citizen center so the residents could enjoy the garden and the vegetables it produced. The work involved buying the seeds and plants, tilling the soil, planting, and caring for the garden. They also planted a dozen blueberry bushes for the center.
2. At a home for senior citizens, outdoor furniture was sanded and painted, a shuffleboard court was constructed, and Scouts completed a house cleaning of all buildings.
3. In cooperation with the sheriff and fire chief, an Eagle candidate developed a "vial of life" program. The Scouts printed an information form on which elderly and shut-ins could record their

medical history, list of medications, illnesses, allergies, name of physician, next of kin, etc. The forms were distributed to the elderly at their homes, with a small plastic vial. The completed form was rolled and placed in the vial. The vial was then taped to the front shelf of the refrigerator and local police and fire department rescue teams were told to check for the vial when responding to an emergency call.

4. Through a welfare agency, elderly poor were identified. Scouts cleaned their yards, repair their homes, clear leaves from their gutters, and hauled away their trash.
5. A picnic area and walking trail were constructed adjoining an apartment development for the elderly so residents could enjoy fresh air and exercise.
6. A pharmaceutical assistance project for the aged was conducted to canvass the community and register elderly citizens for a state assistance program. Those persons over age 65 who earned less than \$9,000 per year could qualify to receive their prescription medicine for \$2. The state would underwrite the remaining cost.

#### Service to Children's Homes and Institutions:

1. A project to collect, wash, mend, iron, sort, and deliver good used clothing for children 14 through 17 years of age who reside at a county home for neglected and dependent children ended with more than 300 articles of clothing presented to the home.
2. A group of Scouts were trained and supervised to visit an orphanage to teach outdoor and camping skills to a group of boys. The project culminated with a campout. The purpose was to provide program activities for the home and to develop community contacts and friendships for the residents.
3. Working through his church, the Eagle Scout candidate asked families to invite individual children from a local children's home to visit in their home on holidays and weekends. The visitation program was coordinated with the superintendent of the children's home.
4. Scouts planned and put on a Christmas party for children of a local orphanage.
5. Once each week during the summer months, Scouts brought movie entertainment to a children's home and provided the popcorn.

#### Service to State Parks, National Forest, and Camps:

1. Building a sturdy bridge in a county park provided quite a challenge. The candidate secured the posts, planking, and concrete. He transported the supplies to the bridge site. After surveying all of the angles and approaches, post holes were dug, concrete chips placed in the holes, and poles were set in cement. After several more days of work drilling holes, hand sawing boards, and setting planks in place, the county park had a much needed new bridge.
2. Another project consisted of planting 1,000 Virginia pine trees and 18 crepe myrtle trees and the construction and installation of birdhouses along a nature trail in a state park.

3. An Eagle project built a new day camp site for the YMCA. Brush was cleared, trails were built to campsites, gravel was spread on the roadway, a 10x12 foot office was built, an archery range and council ring were constructed, a bridge was built, and the entrance gate and fence were painted.
4. The rebuilding of a horse trail through a park area resulted in a safe trail for riders. Erosion had to be checked and washouts refilled.
5. The rehabilitation of a stream proved to be a major project. Scouts repaired the stream banks, filled in ruts, removed silt from the stream bed, changed the angle of water flow, and seeded the bank to prevent future erosion.
6. At a national park location, a historic five-inch gun emplacement was restored. Work included removing soil that had washed in, removing vines and undergrowth, and hauling off debris.

# APPENDIX C

## EAGLE SCOUT SERVICE PROJECT WORKBOOK

The CD contains the approved version of the *Eagle Scout Service Project Workbook*. It is an Adobe pdf file designed for computer input of information that may be saved. Each section of the workbook should be completed in order carefully and completely.

Note: The workbook was created in Adobe LiveCycle, and the file **must be saved to your computer and opened with Adobe Reader 9 or later**. Failure to do this may prevent the file from opening properly.

- Ensure you have Adobe Reader 9 or later 
- Copy the CD file and paste it into a folder you can find on your computer hard drive
- Once you have saved the workbook to your computer:
  - Open Adobe Reader *from within Adobe Reader*
  - Click on "File"
  - Click on "Open"
  - Browse to find the saved file and
  - Enter or click "Open"

**Be sure to save the file after you enter or edit information.**

[Insert the Eagle Workbook Here]



# APPENDIX D

## EAGLE SCOUT RANK APPLICATION &

The CD contains the official version of the *Eagle Scout Rank Application*. It is a pdf file designed for computer input of information that may be saved.

[Insert Eagle Application Here]



# APPENDIX E

## EAGLE PACKET CHECKLIST

Make a total of three copies of the Eagle packet. The original and one copy should be given to the troop District Eagle Representative, a copy should be given to the troop for historical records, and the candidate should retain a copy. Assemble your Eagle packet in the following order:

1. Application
2. Ambitions and Life Purpose Statement
3. Leadership, Honors, and Awards
4. Eagle Project Workbook (with pages added as needed)

Note: Ensure that all three completion signatures are in the workbook.

5. Supporting Documentation
  - a. Advancement Reports (Individual History Report from TroopMaster may be substituted)
  - b. Blue merit badge cards

When the package is complete, submit it to (1) your unit Eagle Adviser and (2) your District Eagle Representative.

After the District Eagle Representative reviews the package, and any required changes have been made, the Rank Application form must be submitted to NCAC for certification. The approved certification from Council must be presented at the Scout's Eagle Board of Review.



# **APPENDIX F**

## **SAMPLE EAGLE COURT OF HONOR INVITATIONS**

*Mrs. Barbara C. Lee &  
Mr. Wm. Wayne Lee  
cordially request the honor of  
Mr. Smith & Family's  
presence at the Eagle Court of  
Honor for  
their son,  
Randall McGavin Lee  
Saturday March 25, 2000  
3:30 P.M.  
Trinity Presbyterian Church  
651 Dranesville Road, Herndon,  
Virginia*

*R.S.V.P. 703-444-4372*

*By March 18, 2000*

*Reception to follow*

Mr. & Mrs. George T.  
Wilcox  
and Boy Scout Troop 1018  
cordially invite you to

an

Eagle Scout Court of  
Honor

celebrating the  
achievement of  
Phillip George Allen  
Wilcox

the Court of Honor will  
be held

on March 18, 2000 at 7:30  
p.m.

in the sanctuary of the

Dranesville United  
Methodist Church  
1720 Sugarland Run  
Herndon, Virginia

The ceremony will be  
immediately  
followed by a reception  
in the

Dranesville United  
Methodist Church  
Fellowship Hall

R.S.V.P. by March 12, 2000  
(703) 255-9531



# APPENDIX G

## SAMPLE EAGLE COURT OF HONOR OUTLINE & SCRIPT

### OUTLINE:

WELCOME – OPENING REMARKS

INVOCATION

OPENING OF COURT OF HONOR

PRESENTATION OF COLORS

PRESENTATION OF EAGLE CADIDATE

    THE TRAIL TO EAGLE

INTRODUCTION OF GUESTS

ONE HUNDRED SCOUTS

THREE COURT MEMBERS

EAGLE LIGHT BOX

    EAGLE CHALLENGE

EAGLE CHARGE

EAGLE SCOUT OATH & PRONOUNCEMENT

EAGLE CHALLENGE

PRESENTATION OF EAGLE RANK BADGE

PRESENTATION BY EAGLE SCOUT TO PARENTS

PRESENTATION OF EAGLE CERTIFICATE

SPECIAL PRESENTATION(S) (LETTERS, AWRADS)

COMMENTS BY NEW EAGLE SCOUT

BENEDICTION

CLOSING OF COURT OF HONOR

RETIRING OF COLORS

REFRESHMENTS

OPENING REMARKS

“THIS EVENING WE HAVE THE HONOR AND PLEASURE OF RECOGNIZING (CANDIDATE’S NAME) FOR THE AWARD OF EAGLE SCOUT RANK. THIS IS AN IMPORTANT AND SERIOUS MATTER. IN FULL AWARENESS OF THE CHALLENGE OF THESE TIMES, HIS PARENTS AND HIS SCOUTMASTER HAVE LABORED LONG AND FAITHFULLY TO DEVELOP HIM TOWARD ALERT AND PARTICIPATING CITIZENSHIP THROUGH THE BOY SCOUT PROGRAM. THEIR EFFORTS CULMINATE TONIGHT, IN THE PRESENTATION OF THE EAGLE SCOUT BADGE. THIS GOAL CAN ONLY BE ATTAINED BY A BOY WHO HAS THE STRONG DESIRE AND SHEER DETERMINATION TO GO AFTER IT. ALONG WITH THIS HE MUST HAVE THE FULL ASSISTANCE AND GUIDANCE OF HIS PARENTS AND HIS SCOUTMASTER. THIS SCOUT HAS HAD ALL OF THESE.”

(OPENING OF COURT OF HONOR)

PRESENTATION OF COLORS

THIS SHOULD BE DONE BY THE SCOUT TROOP.

PRESENTATION OF EAGLE CANDIDATE

ESCORT THE CANDIDATE TO THE PLATFORM. DURING THIS PORTION OF THE CEREMONY THE CANDIDATE'S TRAIL TO EAGLE SHOULD BE READ.

INTRODUCTION OF GUESTS

RECOGNIZE ANY VISITING SENATORS, CONGRESSIONAL REPRESENTATIVES, ETC.

ONE HUNDRED SCOUTS

OF ANY ONE HUNDRED BOYS WHO BECOME SCOUTS, IT MUST BE CONFESSED THAT THIRTY WILL DROP OUT IN THEIR FIRST YEAR. PERHAPS THIS MAY BE REGARDED AS A FAILURE, BUT IN LATER LIFE ALL OF THESE WILL REMEMBER THAT THEY HAD BEEN SCOUTS AND WILL SPEAK WELL OF THE PROGRAM.

OF THE ONE HUNDRED, ONLY RARELY WILL ONE EVER APPEAR BEFORE A JUVENILE COURT JUDGE. TWELVE OF THE ONE HUNDRED WILL BE FROM FAMILIES THAT BELONG TO NO CHURCH. THROUGH SCOUTING, THESE TWELVE AND MANY OF THEIR FAMILIES WILL BE BROUGHT INTO CONTACT WITH A CHURCH AND WILL CONTINUE TO BE ACTIVE ALL THEIR LIVES. SIX OF THE ONE HUNDRED WILL BECOME PASTORS.

EACH OF THE ONE HUNDRED WILL LEARN SOMETHING FROM SCOUTING. ALMOST ALL WILL DEVELOP HOBBIES THAT WILL ADD INTEREST THROUGHOUT THEIR LIVES. APPROXIMATELY ON-HALF WILL SERVE IN THE MILITARY AND IN VARYING DEGREES PROFIT FROM THEIR SCOUT TRAINING. AT LEAST ONE WILL USE IT TO SAVE ANOTHER PERSON'S LIFE AND MANY WILL CREDIT IT WITH SAVING THEIR OWN.

FOUR OF THE ONE HUNDRED WILL REACH EAGLE RANK AND AT LEAST ONE WILL LATER SAY THAT HE VALUED HIS EAGLE ABOVE HIS COLLEGE DEGREE. MANY WILL FIND THEIR FUTURE VOCATION THROUGH MERIT BADGE WORK AND SCOUTING CONTACTS. SEVENTEEN OF THE ONE HUNDRED BOYS WILL LATER BECOME SCOUT LEADERS AND WILL GIVE LEADERSHIP TO THOUSANDS OF ADDITIONAL BOYS.

ONLY ONE IN FOUR BOYS IN AMERICA WILL BECOME SCOUTS, BUT IT IS INTERESTING TO KNOW THAT OF THE LEADERS OF THIS NATION IN BUSINESS, RELIGION, AND POLITICS THREE OUT OF FOUR WERE SCOUTS.

THIS STORY WILL NEVER END. LIKE THE "GOLDEN PEBBLE" OF SERVICE DROPPED INTO THE HUMAN SEA, IT WILL CONTINUE TO RADIATE IN EVER-WIDENING CIRCLES, INFLUENCING THE CHARACTERS OF MEN DOWN THROUGH UNENDING TIME.

### THREE COURT MEMBERS

#### FIRST COURT MEMBER:

"THE FIRST CONSIDERATION IN EXAMINING THIS CANDIDATE WAS PROFICIENCY IN THE VARIOUS CRAFTS AND SKILLS PRESCRIBED FOR THE EAGLE RANK. OUR APPLICANT HAS PRESENTED RECORDS OF THE MERIT BADGES EARNED AND THESE HAVE BEEN CAREFULLY CHECKED. THEY HAVE BEEN CERTIFIED BY APPOINTED MERIT BADGE COUNSELORS AND THE BOARD OF REVIEW HAS FOUND HIM FULLY QUALIFIED FOR THE TWENTY-ONE REQUIRED."

#### SECOND COURT MEMBER:

"ANOTHER IMPORTANT CONSIDERATION FOR THE EAGLE RANK IS LEADERSHIP. THE BOARD OF REVIEW HAS CAREFULLY REVIEWED (CANDIDATE'S NAME) LEADERSHIP IN HIS UNIT, SCHOOL, CHURCH, AND COMMUNITY. WE FOUND THAT HE DEMONSTRATES THIS ABILITY IN ACTIVITIES THAT ARE CONSTRUCTIVE AND WORTHWHILE. WE BELIEVE THAT HE QUALIFIES FOR THE EAGLE RANK."

THIRD COURT MEMBER:

“LAST AND MOST IMPORTANTLY IS THE CHARACTER OF THIS CANDIDATE. IT WAS OUR FINDING THAT (CANDIDATE’S NAME) IS ENDEAVORING TO PUT INTO DAILY PRACTICE THE PRINCIPLES OF THE SCOUTING OATH AND LAW WHICH INCLUDE INTEGRITY AND HONOR. WE BELIEVE HE IS QUALIFIED AS AN EAGLE SCOUT AND THAT HE WILL CONTINUE THOSE HABITS OF CONDUCT IN THE FUTURE.

EAGLE LIGHT BOX CEREMONY

EAGLE:

THE APPEAL OF THE MAJESTIC EAGLE HAS BEEN FELT BY EVERY GREAT PEOPLE FROM PREHISTORIC TIMES TO THE PRESENT DAY. TO THE EGYPTIANS THE EAGLE WAS THE MESSENGER OF THE GODS AND THE SUN; TO THE ROMANS THE EAGLE WAS THE SYMBOL OF ETERNAL LIFE --- THE CARRIER OF JUPITER’S THUNDERBOLTS AND A SIGN OF POWER; TO THE AMERICAN INDIANS THE EAGLE STOOD AS THE INCENTIVE TO VALOR AND THE PLEDGE OF VICTORY.

FOR US TODAY THE EAGLE IS A LIVING SYMBOL OF A COURAGEOUS AND FREE ASPIRING NATION.

WHEN THE EAGLE SCOUT AWARD WAS INITIALLY DESIGNED IN 1912, IT WAS DECIDED TO SUSPEND A SMALL SILVER EAGLE FROM A TRI-COLORED RIBBON OF RED, WHITE, AND BLUE. SO IT HAS REMAINED UNTIL TODAY. (EAGLE LIGHT #1)

NOTE: The following is the Eagle Challenge

WHITE:

THE FOREMOST RESPONSIBILITY OF AN EAGLE SCOUT IS TO LIVE WITH HONOR. TO AN EAGLE SCOUT, HONOR IS THE FOUNDATION OF ALL CHARACTER. HE KNOWS THAT “A SCOUT IS TRUSTWORTHY” IS THE VERY FIRST POINT OF THE SCOUT LAW. AN EAGLE SCOUT LIVES HONORABLY NOT ONLY BECAUSE OF THE INFINITE IMPORTANCE TO HIMSELF, BUT BECAUSE OF THE VITAL SIGNIFICANCE IN THE EXAMPLE HE SETS FOR OTHER SCOUTS. LIVING HONORABLY REFLECTS CREDIT UPON HIS HOME, HIS CHURCH, HIS TROOP, AND UPON HIS COMMUNITY. (CANDIDATE’S NAME), MAY THE WHITE OF YOUR EAGLE AWARD ALWAYS REMIND YOU TO LIVE WITH HONOR. (WHITE LIGHT SWITCH #2)

BLUE:

THE SECOND OBLIGATION OF AN EAGLE SCOUT IS LOYALTY. A SCOUT IS LOYAL TO WHOM LOYALTY IS DUE; AND LIKE MANY THINGS LOYALTY BEGINS AT HOME. A SCOUT’S LOYALTY TO HIS TROOP AND TO HIS BROTHER SCOUTS MAKES HIM CARRY HIS SHARE OF THE LOAD. LOYALTY MEANS DEVOTION TO GOD, TO ONE’S COMMUNITY, TO ONE’S COUNTRY, AND TO ONE’S OWN IDEALS.

(CANDIDATE'S NAME), LET THE BLUE OF YOUR EAGLE AWARD ALWAYS REMIND YOU OF YOUR LOYALTY. (BLUE LIGHT SWITCH #3)

RED:

THE THIRD OBLIGATION OF AN EAGLE SCOUT IS TO BE COURAGEOUS. COURAGE HAS ALWAYS BEEN A QUALITY BY WHICH MEN MEASURE THEMSELVES AND OTHERS. TO BE A SCOUT, BRAVERY MEANS NOT ONLY THE COURAGE TO FACE DANGER, BUT ALSO THE DETERMINATION TO STAND UP FOR WHAT IS RIGHT. BY TRUSTING IN GOD AND HAVING FAITH IN FELLOW MAN, AN EAGLE SCOUT LOOKS FORWARD TO EACH DAY -- SEEKING HIS SHARE OF THE WORLD'S WORK TO BE DONE. LIKEWISE (CANDIDATE'S NAME), MAY THE RED OF YOUR EAGLE AWARD REMIND YOU OF THE DEFINITIONS OF COURAGE. (RED LIGHT SWITCH #4)

SCROLL:

THE FOURTH OBLIGATION OF AN EAGLE SCOUT IS TO BE CHEERFUL, TO REMIND YOU TO ALWAYS WEAR A SMILE -- THE RED, WHITE AND BLUE RIBBON OF YOUR EAGLE AWARD IS ATTACHED TO THE SCROLL -- WHICH YOU KNOW HAS ITS ENDS TURNED UP TO SYMBOLIZE THE SMILE OF A CHEERFUL SCOUT (SCROLL LIGHT SWITCH #5)

THE FINAL RESPONSIBILITY OF AN EAGLE SCOUT IS ONE OF THE MOST IMPORTANT -- THAT OF SERVICE. THE EAGLE SCOUT EXTENDS A HELPING HAND TO THOSE SCOUTS WHO ARE ON THAT TRAIL TO EAGLE IN MUCH THE SAME WAY AS EAGLES AMY HAVE GIVEN HIM ASSISTANCE. NOW "DOING A GOOD TURN DAILY" MUST TAKE ON ADDITIONAL MEANING -- SERVICE TO ALL IN NEED OF HELP. EAGLE SCOUTS SHOULD STAND AS PROTECTORS OF THE WEAK AND HELPLESS. EAGLE SCOUTS SHOULD BE READY TO GIVE AID AND COMFORT TO THE UNFORTUNATE AND OPPRESSED OF OUR SOCIETY. HE SHOULD ALWAYS "BE PREPARED" TO PUT FORTH HIS BEST EFFORT.

YOU DESERVE MUCH CREDIT FOR HAVING ACHIEVED SCOUTING'S HIGHEST AWARD. BUT WEAR YOUR AWARD WITH HUMILITY, EVER MINDFUL THAT THE EAGLE SCOUT IS LOOKED UP TO AS AN EXAMPLE. MAY THE SCOUT OATH AND THE SCOUT LAW BE YOUR GUIDE FOR TOMORROW AND ONWARD.

## EAGLE CHARGE

EAGLE CANDIDATE, I CHARGE YOU TO ENTER THIS EAGLE SCOUT BROTHERHOOD, HOLDING WITHOUT RESERVATION EVER BEFORE YOU THE IDEALS OF HONOR AND SERVICE, BY REPEATING THE EAGLE SCOUT OATH BEFORE YOUR FELLOW SCOUTS, YOU WILL BECOME AN EAGLE SCOUT. THOUGH THE WORDS YOU USE WILL BE SIMILAR TO THOSE BY WHICH YOU JOINED SCOUTING, TONIGHT THEY WILL MEAN MORE THAN THEY COULD HAVE MEANT AT ANY TIME IN THE PAST. WHEN YOU PLEDGE YOURSELF ON YOUR SACRED WORD OF HONOR, YOU WILL BE SEALING YOUR ETERNAL LOYALTY TO THE CODE OF THE EAGLE SCOUT WITH THE WORDS WHICH CLOSE THE DECLARATION OF INDEPENDENCE.

(ADDRESS THE CANDIDATE AND SECURE AN ANSWER TO EACH QUESTION -- DO NOT PROVIDE ANSWERS.)

1. DO YOU REALIZE THAT YOU WILL HAVE A GREATER RESPONSIBILITY AS AN EAGLE SCOUT?
  
2. YOU HAVE MET THE TECHNICAL REQUIREMENTS FOR AN EAGLE SCOUT WHICH QUALIFY YOU FOR GREATER LEADERSHIP RESPONSIBILITY. ARE YOU WILLING TO ACCEPT THIS RESPONSIBILITY TOWARD YOUR BROTHER SCOUTS, YOUR TROOP, AND OTHERS?
  
3. AS AN EAGLE SCOUT, THOSE WHO KNOW YOU WILL EXPECT YOUR DAILY PERSONAL CONDUCT TO SHOW FULLY THE SPIRIT OF THE SCOUT OATH AND LAW. WILL YOU DO YOUR BEST AS AN EAGLE SCOUT TO LIVE THE SCOUT OATH AND LAW?
  
4. NOW, ARE YOU READY TO TAKE THE EAGLE SCOUT OATH?

## **THE EAGLE SCOUT OATH**

“SCOUTS ATTENTION: WILL THE AUDIENCE PLEASE STAND.”

THE EAGLE SCOUT OATH – “CANDIDATE (SCOUT SIGN), PLEASE REPEAT AFTER ME.”

I REAFFIRM MY ALLEGIANCE TO THE THREE  
PROMISES OF THE SCOUT OATH.

I THOUGHTFULLY RECOGNIZE AND TAKE UPON MYSELF THE  
OBLGATIONS AND RESPONSIBILITIES OF THE RANK OF EAGLE SCOUT.

ON MY HONOR, I WILL DO MY BEST

TO MAKE MY TRAINING AN EXAMPLE

MY RANK AND MY INFLUENCE

STRONGLY COUNT FOR BETTER SCOUTING

AND FOR BETTER CITIZENSHIP

IN MY TROOP AND IN MY COMMUNITY

AND IN MY CONTACTS WITH OTHER PEOPLE  
TO THIS I PLEDGE MY SACRED HONOR.”

“SCOUTS AND AUDIENCE PLEASE BE SEATED”

**PRONOUNCEMENT**

“BY THE AUTHORITY VESTED IN ME BY THE NATIONAL COURT OF HONOR OF THE BOY SCOUTS OF AMERICA, IT IS MY PRIVILEGE AND PLEASURE TO PRONOUNCE YOU AN EAGLE SCOUT.”

“MAY THE OATH YOU HAVE TAKEN REMAIN GRAVEN ON YOUR HEART ALWAYS.”

(PRESENTATION OF EAGLE RANK BADGE)

-----

(PRESENTATION BY EAGLE SCOUT TO PARENTS)

-----

(PRESENTATION OF EAGLE CERTIFICATE)

-----

(SPECIAL PRESENTATIONS)

-----

(COMMENTS BY NEW EAGLE SCOUT)

A FOND MOTHER WATCHES

“A FOND MOTHER WATCHES HER BOY WHERE HE STANDS APART FROM HIS  
COMRADES TONIGHT.

AS THEY PLACE ON HIS CAMP-BATTERED TUNIC A BADGE, AN EAGLE, THE  
EMBLEM TO RIGHT.

IT SEEMS JUST A FEW SHORT MONTHS HAVE PASSED SINCE HE JOINED WITH THE  
YOUNGSTER NEXT DOOR.

HOW PROUD HE WAS THEN ON HIS TENDERFOOT PIN AS HE TOLD HER THE  
MESSAGE IT BORE.

BUT THE YEARS HAVE GONE AS HE STRUGGLED ALONG TO LEARN WHAT THE  
SCOUT LAW WAS ABOUT;

HE PRACTICED THEM DAILY, THE OATH AND THE LAW, UNTIL NOW HE’S AN  
EAGLE SCOUT.

YOU MAY SMILE IN YOUR WORLDLY OLD WISDOM AT THIS AND SAY “WHY IT’S  
ONLY A PIN.”

BUT I TELL YOU NO HONOR HE’LL GAIN AS A MAN WILL MEAN JUST AS MUCH TO  
HIM.

THE RED, WHITE, AND BLUE OF THE RIBBON YOU SEE ARE THE SYMBOLS OF  
HONOR AND TRUTH.

HE HAS LEARNED NOW TO VALUE THESE FINE ATTRIBUTES IN THE GLORIOUS  
DAYS OF YOUTH.

AND THE OUTFLINGING WINGS OF THE EAGLE THAT REST ON THE BREST OF THIS  
KNIGHT OF TODAY,

ARE THE THINGS WHICH WILL LIFT HIM ABOVE PETTY DEEDS AND GUIDE HIM  
ALONG THE RIGHT WAY.

YES, IT’S ONLY A PIN, JUST AN EAGLE SCOUT BADGE, BUT THE HEART THAT’S  
BENEATH IT BEATS TRUE.

AND WILL THROB TO THE LAST FOR THE THINGS WHICH ARE GOOD, A LESSON  
FOR ME -- AND FOR YOU.”



# **APPENDIX H**

## **SAMPLE EAGLE COURT OF HONOR PROGRAM**

## ***Program***

<i>Opening of Court of Honor</i>	<i>Amy Moroney, Committee Chairman</i>
<i>Presentation of Colors</i>	<i>SPL, Jonathan Moroney</i>
<i>Presentation of Eagle Candidate</i>	<i>SM, Jack Robertson</i>
<i>Eagle's Nest with Pipe</i>	<i>Eagle Scouts &amp; Piper Greg O'Brien</i>
<i>Invocation</i>	<i>Rev Gerald Vaiden</i>
<i>Welcome-One Hundred Scouts</i>	<i>SM, Jack Robertson</i>
<i>Introduction of Special Guest</i>	
<i>Thoughts About Eagle Scout Phillip Wilcox</i>	
	<i>Richard W. Galiher, Sr.</i>
	<i>Richard Thomas</i>
	<i>Andrew Ott</i>
	<i>Jeffrey Watkins</i>
	<i>Justin Wilcox</i>
<i>Song for the Eagle</i>	<i>Eagle Scout, Alex Smith</i>
<i>The Trail to Eagle</i>	<i>SPL, Jonathan Moroney &amp; ASPL, Chris Mitchell</i>
	<i>Eagle Scout, Matt Robertson</i>
	<i>Eagle Scout, Craig Campbell</i>
<i>Eagle Light Box</i>	<i>Eagle Scout, Alex Smith</i>
	<i>Life Scout, Robert Drejer</i>
<i>Eagle Charge</i>	<i>George Wilcox</i>
<i>Eagle Scout Oath</i>	<i>Unit Commissioner, David Adams</i>
<i>&amp; Pronouncement</i>	
<i>Eagle Challenge</i>	<i>Jim Nevins</i>
<i>Presentation of Eagle Awards</i>	<i>SM, Jack Robertson &amp; CC, Amy Moroney</i>
<i>Special Award</i>	<i>Mr. Ward Ginn (Sons of American Revolution)</i>
<i>A Mother's Thought</i>	<i>Phyllis Wilcox</i>
<i>The Eagle Speaks</i>	<i>Phillip Wilcox</i>
<i>Benediction</i>	<i>Rev Gerald Vaiden</i>
<i>Retiring of Colors</i>	<i>SPL, Jonathan Moroney</i>
<i>Closing of Court of Honor</i>	<i>SM, Jack Robertson</i>

**Eagle Scout Phillip Wilcox**

### **Scouting Biography**

Scout.....September 26, 1989  
Tenderfoot.....April 3, 1990  
Second Class.....October 9, 1990  
First Class.....November 11, 1991  
Star.....September 28, 1992  
Life.....June 13, 1994  
Eagle.....November 30, 1999

### **Merit Badges**

American Heritage	Handicap Awareness
Camping	Indian Lore
Citizenship in the Community	Mammals
Citizenship in the Nation	Personal Management
Citizenship in the World	Pets
Communications	Safety
Emergency Preparedness	Sculpture
Environmental Science	Sports
Family Life	Swimming
First Aid	Weather
Forestry	

### **Scouting Honors and Leadership**

**Order of the Arrow**  
**Patrol Leader**  
**Quartermaster**  
**Chaplain's Aide**  
**Historian**

### **Honored Guests**

**David Adams – Unit Commissioner**  
**Richard Galiher Sr. – Phillip's Grandfather**  
**Jim Nevins – Phillip's First Scoutmaster**  
**Greg O'Brien – Phillip's Godfather**  
**Andrew Ott – Phillip's cousin**  
**Richard Thomas – Phillip's family friend**  
**Jeffrey Watkins – Phillip's close friend**

# APPENDIX I

## AN INVITATION TO JOIN THE NATIONAL EAGLE SCOUT ASSOCIATION



### What is NESAs?

The National Eagle Scout Association (NESAs) is a fellowship of men who have achieved the Eagle Scout rank.

Only those who have been granted the Eagle Scout Award by, and who are members in good standing with, the Boy Scouts of America may hold membership in the National Eagle Scout Association. Applications for NESAs membership are cross-checked against the national Eagle Scout register maintained by the Eagle Scout Service.

### Gift Memberships

A gift of membership in the National Eagle Scout Association is an important, meaningful, and appreciated recognition of significant achievement. The importance of enrolling new Eagle Scouts cannot be overemphasized. NESAs is the only way for the Boy Scouts of America to maintain contact with Eagle Scouts.

### A Few Points About NESAs

- You will be associated with an impressive group of men, many of whom are now in positions of responsibility and prominence in industry, government, military, business, and education.

- The *Eagletter*, the official publication of the National Eagle Scout Association, will be sent to you with articles of interest detailing the latest developments in Scouting, the achievements of Eagle Scouts, and upcoming events.
- You will have the opportunity to meet and talk with Eagle Scouts such as Secretary of Treasury Lloyd M. Bentsen, Jr., retired CIA Director Robert Gates, and Steven Spielberg, director/producer of such movies as *E.T.*, *Close Encounters of the Third Kind*, and *The Color Purple*.

### **What Are the Costs?**

**Life membership.** The life membership is available for a one-time payment of \$250. Members will receive attractive full-color pocket and wall certificates.

**Regular membership.** A five-year new or renewal membership is available for \$35. **However, if you submit your application within 90 days of your Eagle Board of Review, the initial membership fee is only \$25.**

**VISA/MasterCard.** The National Eagle Scout Association accepts VISA and MasterCard for membership payment.

### **Special Handling/Overnight Delivery**

Please allow three to four weeks to process membership. Special handling is available at a cost of \$25. Overnight delivery is also available for \$15. Weekend deliveries will be charged according to current rates incurred by the National Eagle Scout Association. Both special handling and overnight services must be purchased together. *Note:* This \$40 charge is in addition to the membership fee.

The CD contains the NESA Application form.

**[Insert NESA Application Here]**

# APPENDIX J

## EAGLE SCOUT PALM REQUIREMENTS



### **Revised Eagle Palm Requirements: Effective August 1**

*After additional consideration, the BSA has announced changes to the Eagle Palm requirements that were effective August 1, 2017. The revised requirements read as follows:*

*Effective August 1, 2017 (Revised October 2017).*

After successfully completing your Eagle Scout board of review on or after August 1, 2017 and being validated as an Eagle Scout by the National Service Center, you will be entitled to receive an Eagle Palm for each additional five merit badges you have completed before your Eagle Scout board of review beyond those required for Eagle. In addition, all current Scouts who completed their Eagle board of review and who had not passed their 18th birthday before August 1, 2017 are entitled as well. For these Palms only, it will not be necessary for you to complete the requirements stated below.

After becoming an Eagle Scout and receiving the Eagle Palms you were entitled to, you may earn additional Palms by completing the following requirements:

1. Be active in the Boy Scouts of America for at least three months after becoming an Eagle Scout or after the last Eagle Palm was earned.\*
2. Since earning the Eagle Scout rank or your last Eagle Palm, demonstrate Scout spirit by living the Scout Oath and Scout Law. Tell how you have done your duty to God and how you have lived the Scout Oath and Scout Law in your everyday life.
3. Continue to set a satisfactory example of accepting responsibility or demonstrating leadership ability.
4. Earn five additional merit badges beyond those required for Eagle Scout or your last Eagle Palm.\*\*
5. While an Eagle Scout, participate in a Scoutmaster conference.

**Notes:** For Varsity Scouts working on Boy Scout requirements, replace “Scoutmaster” with “Varsity Scout Coach.” For Venturers working on Boy Scout requirements, replace “Scoutmaster” with crew Advisor.” For Sea Scouts working on Boy Scout requirements, replace “Scoutmaster” with “Skipper.”

\* Eagle Palms must be earned in sequence, and the three-month tenure requirement must be observed for each Eagle Palm.

\*\* Merit Badges earned any time since becoming a Boy Scout may be used to meet this requirement.

# **APPENDIX K**

## **NCAC Eagle Scout Local Council Certification Procedures**

The CD contains the NCAC Eagle Application Certification Procedures.

**[Insert NCAC Eagle Application Certification Procedures Here]**



# **APPENDIX L**

## **NESA Eagle Scout Award Suggested Ceremonies**

The CD contains the NESA Eagle Scout Award Suggested Ceremonies.

**[Insert NESA Eagle Scout Award Suggested Ceremonies Here]**



# **APPENDIX M**

## **BSA Age Guidelines for Tool Use and Work at Elevations or Excavations**

The CD contains the BSA Age Guidelines for Tool Use and Work at Elevations or Excavations (Publication 680-028).

**[Insert BSA Age Guidelines for Tool Use and Work at Elevations or Excavations Here]**



# **APPENDIX N**

## **Navigating the Eagle Scout Service Project Information for Project Beneficiaries**

The CD contains this document (Publication 510-025).

**[Insert Navigating the Eagle Scout Service Project Here]**

