

Eagle Advancement: Parent Support



CHAIN BRIDGE DISTRICT

LIFE TO EAGLE SEMINAR

2024





The Eagle Decision

**Why try? Apply scout skills,
develop leadership, valuable
experience, capstone for scouting
journey, useful credential.**

**How? Focus, requirements,
organization, paperwork,
perseverance, patience, conviction.**





Parents: A Supporting Role

- The scout owns the process, for better or worse.
- Have an honest, early discussion with your scout about pursuing Eagle and the work involved.
- Review the requirements and a general timeline, keeping in mind your scout's other interests, goals and commitments.
- Read the Chain Bridge District Life-to-Eagle Guidelines and the Eagle Scout Workbook to understand the procedures and paperwork.
- Understand who in the unit will be supporting your scout through the process: Eagle Advisor, Unit Leader, Assistant Leader.





Eagle Requirements

- **Active Participation in Unit**
- **Position of Responsibility**
- **21 Merit Badges (required and optional)**
- **Eagle Scout Service Project**
- **Eagle Scout Rank Application (ESRA)**
- **Eagle Scout Board of Review**





Active Participation

- **6 Months Active Participation After Earning Life Rank**
 - Units may set standards for “active”.
 - Scout and parents should know what the unit considers “active” and be able to track whether scout is on track to meet the requirement.
 - Low participation in meetings and events over an extended period could be a problem.





Position of Responsibility

While a Life Scout, successfully serve for 6 months in an approved position of responsibility. These qualify:

**Senior Patrol Leader
Assistant SPL
Patrol Leader
Venture Patrol Leader
Troop Guide
OA Troop Rep.
Den Chief
Scribe**

**Librarian
Historian
Quartermaster
Jr. Assistant Scoutmaster
Chaplain's Aide
Instructor
Webmaster
Outdoor Ethics Guide**

These don't qualify: Assistant Patrol Leader; High Adventure Crew Chief; Order of the Arrow positions.





Merit Badges

21 Total: The required badges are:

Camping

Cit/Community

Cit/Nation

Cit/Society

Cit/World

Communications

Cooking

**Cycling *or* Hiking
or Swimming**

**Emergency Preparedness
or Lifesaving**

**Environmental Science
or Sustainability**

Family Life*

First Aid

Personal Fitness*

Personal Management*

*** 90-day requirement**





Eagle Project

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

Eagle Scout Service Project Proposal

Eagle Scout candidate's full legal name _____

Eagle Scout Service Project Name _____

Eagle Scout Requirement 3

While a Life Scout, plan, develop, and give leadership to others in a service project helpful to any religious, scientific, or social, or civic community. (The project must benefit the community other than the uniting, a project proposal must be approved by the organization traveling from the office, your unit leader and unit committee, and the result to share before you start. You must use the Eagle Scout Service Project Handbook, BSA 531-002, to complete this requirement.)

Proposal
Approved by:
Beneficiary
Scoutmaster
Committee Chair
District Rep.

Eagle Scout Service Project Final Plan

Eagle Scout candidate's name _____

Eagle Scout Service Project Name _____

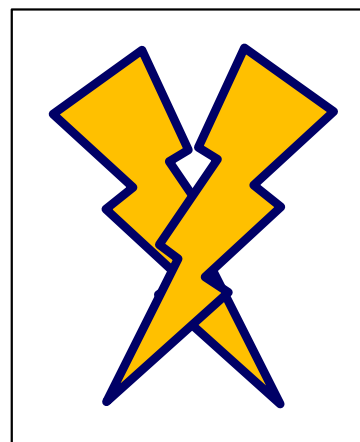
Planned start date _____ Planned completion date _____

Eagle Scout Requirement 3 asks you to "plan" and "develop" your service project. Though this final plan is a tool for your unit, and is not approved or signed, it is important in helping to show you have done the required planning and development. You should take this final plan with you to your Eagle Scout board of review. Here that you will need to provide more details than are necessary for the accomplishment of your project.

A Scout who is prepared will complete the final plan, and then before he begins carrying out his project, he will ask a project unit to review it with him. The unit leader or district scoutmaster will sign and approve the project and then return it to you as your project coach. It is important that you be prepared to plan the project well. A project coach is not required and review of your final plan is optional, but it can help you avoid many problems or mistakes. This can also improve your chance of earning the Eagle Scout rank of merit.

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

Project Plan
Reviewed by
Beneficiary



**Project
Preparation
and
Execution**

Eagle Scout Service Project Report

Eagle Scout candidate's name _____

Eagle Scout Service Project Name _____

Project start date _____ Project completion date _____

This report is to be completed after your service project has been completed. It is not necessary to provide lengthy accounts for projects to focus your project and the report at your board of review.

Report
Approved by:
Beneficiary
Scoutmaster





Eagle Project: Proposal

Every project must have a beneficiary

- Beneficiary normally is non-profit but cannot be BSA
- Beneficiaries can be city, county, church, temple, school, park, library, non-profit corp. or foundation; in limited circumstances, corporation may be approved (e.g., retirement home).
- Project examples may be found in the *Life to Eagle Guidelines* (on seminar CD).
- Your Unit Eagle Advisor may have ideas or know of qualifying organization requests.
- Scout can ask a qualifying organization if it has a specific need that could be an Eagle project.





Eagle Project: Proposal

There are many project options:

- Landscaping/outdoor improvements
- Building fixed or moveable items
- Collection/donation projects
- Events: teaching, performing

The project should have a significant impact, but it need not produce an artifact.

It should be meaningful for the scout. In the future, many people will say, “You’re an Eagle Scout – Wow! What was your project?”





Eagle Project: Proposal

Describe Project

- Avoid routine labor or maintenance.
- Cannot be a fundraiser (but it's OK to raise funds needed to cover project costs).
- Reasonable in scope: not too big or small: large proposal might be two projects, smaller project may need expansion to qualify.
- Minimum of 2 volunteers.
- No minimum number of hours required.





**The Scout
MUST read
the
Workbook -
first page to
last.**

Eagle Scout Service Project Workbook

BOY SCOUTS OF AMERICA

Eagle Scout candidate's full legal name

Please give a name to your project

Eagle Scout Service Project Workbook No. 513-927
January 2019





Message to Scouts and Parents or Guardians



Message to Scouts and Parents or Guardians

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

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

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

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

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

What an Eagle Scout Candidate Should Expect

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

1. Questioning and probing for their understanding of the project, the proposal, and what must be done, shall be conducted in a helpful, friendly, courteous, and kindhearted manner. We will respect the Scout's dignity. Scouts will be allowed, if they choose, to have a parent, unit leader, or other adult present as an observer at any time while they are discussing their proposal or project with someone who is reviewing it.
2. Project expectations will match Eagle Scout requirement 5, and we will not require proposals to include more than described in the Eagle Scout Service Project Workbook.
3. If requested by the Scout or the Scout's parent or guardian, an explanation of a proposal rejection will be provided in writing, with a copy sent to the council advancement chair and staff advisor. It will indicate reasons for rejection and suggestions concerning what can be done to achieve approval.
4. Guidance that maximizes the opportunity for completion of a worthwhile project will be readily available and strongly recommended. Ultimately, however, the responsibility for success belongs to the Scout, and final evaluation is left to the board of review.
5. Candidates who believe they have been mistreated or their proposal wrongfully rejected, will be provided a method of redress. This will include the opportunity for a second opinion and approval, either through another volunteer or professional advancement administrator*, or the Scout executive, as determined by the council advancement committee or executive board.

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

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- Read and review this section of the Eagle Project Workbook.
- It indicates appropriate expectations for Scouts and their parents.
- The Eagle Scout service project belongs to the Eagle Scout candidate. Parents and other adults may help, but the Scout must be the leader.





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2. Project expectations will match Eagle Scout requirement 5, and we will not require proposals to include more than described in the Eagle Scout Service Project Workbook.
3. If requested by the Scout or the Scout's parent or guardian, an explanation of a proposal rejection will be provided in writing, with a copy sent to the council advancement chair and staff advisor. It will indicate reasons for rejection and suggestions concerning what can be done to achieve approval.
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What Scouts Can Expect:

- Project reviews will be conducted in a friendly, kindhearted manner.
- Scouts may have a parent present as an observer.
- No one can demand more work than what is described in the Project Workbook.
- Responsibility for success belongs to the Scout.
- Scouts should discuss their project idea with their Unit Eagle Advisor.





Eagle Project: Proposal

Proposal should show:

- Opportunity for planning, development and leadership
- Feasibility: realistic for scout to execute
- Safety issues are addressed
- Action steps for further planning
- Scout is on track with a reasonable chance for a positive experience

Proposal Approval Requires 5 Signatures:
Scout; Beneficiary; Scoutmaster;
Committee Chair; District Eagle Board Rep.





Eagle Project: Proposal

Parents add value as supporters, teachers, encouragers, and observers.

DO

Be a sounding board for project ideas
Offer to proofread scout's emails
Make suggestions about communications
Offer calendar/timing input
Ask questions about logistics
Provide transportation & underwriting
Provide occasional reminders

DON'T

Choose the project
Write emails
Call beneficiary
Set up meetings
Write to-do lists
Direct the work
Nag





Proposal Page C

Project Description and Benefit

Briefly describe your project

Include images on an additional document.

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

When do you plan to begin carrying out your project?

When do you think your project will be completed?

Proposal Page C

Project Description

**Add Pictures, Drawings,
Diagrams etc. (as
separate document)**

**Describe Problem to be
Solved &
Proposed Benefits**

Start and End Dates





Proposal Page D



Giving Leadership

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

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

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

Materials

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

What types of materials, if any, will you need? You do not need a detailed list or exact quantities, but you must show you have a reasonable idea of what is required. For example, for lumber, use basic dimensions such as 2x4 or 4x4.

Supplies

Supplies are things you use up, such as food and refreshments, gasoline, masking tape, tarps, safety supplies and garbage bags.
What types of supplies, if any, will you need? You do not need a detailed list or exact quantities, but you must show you have a reasonable idea of what is required.

Proposal Page D

**Giving Leadership – Work
Crew and Challenges**

Materials Needed

Supplies Needed





Proposal Page E



Tools

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

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

Tools Needed

Other Needs

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

What other needs do you think you might encounter?

Potential Other Needs

Permits and Permissions

Note that property owners should obtain and pay for permits.

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

Permits & Permissions





Proposal Page F

Preliminary Cost Estimate

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

Enter your estimated expenses below
(include sales tax if applicable)

Materials:
Supplies:
Tools:
Other:
Total Costs:

Fundraising: Explain how you will raise the money to pay for the total costs. If you intend to seek donations of actual materials, supplies, etc., then explain how you plan to do that, too.

Project Phases

Think of your project in terms of phases, and list what they might be. The first may be to prepare your project plan. Other phases might include fundraising, preparation, execution and reporting. You may have as many phases as you want, but it is not necessary to become overly complicated; brief, one line descriptions are sufficient. If you have more than 10 phases, attach a separate page with your continued phase list.

1	<input type="text"/>
2	<input type="text"/>
3	<input type="text"/>
4	<input type="text"/>
5	<input type="text"/>
6	<input type="text"/>
7	<input type="text"/>
8	<input type="text"/>
9	<input type="text"/>
10	<input type="text"/>

Logistics

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

**Prelim Cost Estimate
(and Fundraising)**

**Project Phases
(Include activities to
prepare for the project)**

**Logistics
(Transportation and
coordination)**





Proposal Page G

Safety Issues

The Guide to Safe Scouting is an important resource in considering safety issues.

Describe the hazards and safety concerns of which you and your helpers should be aware.

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

**Safety Issues and
mitigation**

Project Planning

You do not have to list every step, but it must be enough to show you have a reasonable idea of how to prepare your plan.

List some action steps you will take to prepare your project plan. For example, "Complete a more detailed set of drawings."

**Additional Detailed
Planning**





Proposal Page H



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

Candidate's Promise*	
<i>Sign below before you seek the other approvals for your proposal.</i>	
On my honor as a Scout, I have read this entire workbook, including the "Message to Scouts and Parents or Guardians" on page 4. I promise to be the leader of this project, and to do my best to carry it out for the maximum benefit to the religious institution, school, or community I have chose as beneficiary.	
Signed _____	Date _____

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

Unit Leader Approval*	Unit Committee Approval*
I have reviewed this proposal and discussed it with the candidate. I believe it provides impact worthy of an Eagle Scout service project, and will involve planning, development and leadership. I am comfortable the Scout understands what to do, and how to lead the effort. I will see that the project is monitored, and that adults or others present will not overshadow him.	This Eagle Scout candidate is a Life Scout, and registered in our unit. I have reviewed this proposal, I am comfortable the project is feasible, and I will do everything I can see that our unit measures up to the level of support we have agreed to provide (if any). I certify that I have been authorized by our unit committee to provide its approval for this proposal.
Signed _____ Date _____	Signed _____ Date _____
Name (Printed) _____	Name (Printed) _____

Beneficiary Approval*	Council or District Approval
This service project will provide significant benefit, and we will do all we can to see it through. We realize funding on our part is not required, but we have informed the Scout of the financial support (if any) to which we have agreed. We understand any fund raising the Scout conducts will be in our name and that funds left over will come to us if we are allowed to accept them. We will provide receipts to donors as required.	I have read topics 9.0.2.0 through 9.0.2.15, regarding the Eagle Scout service project, in the <i>Guide to Advancement</i> , No. 33088. I agree on my honor to apply the procedures as written, and in compliance with the policy on "Unauthorized Changes to Advancement." Accordingly, I approve this proposal. I will encourage the candidate to prepare a project plan and share it with the designated project coach.
Our Eagle Candidate has provided us a copy of "Navigating the Eagle Scout Service Project, Information for Project Beneficiaries." Yes _____ No _____	
Signed _____ Date _____	Signed _____ Date _____
Name (Printed) _____	Name (Printed) _____

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

Candidate's Promise
and Signature

Approval Signatures





Information for Project Beneficiaries

Navigating the Eagle Scout Service Project

Information for Project Beneficiaries

Thank You and Congratulations

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

The Eagle Scout Rank and the Service Project

Service to others is an important part of Scouting. Thousands of young men strive to achieve the Eagle Scout rank, and many of them find the service project helpful to any religious institution, school, or community. Through this requirement, Scouts practice what they have learned and gain valuable project management and leadership experience.

Typical Projects

There are thousands of possible Eagle Scout projects. They have been all kinds: making birdhouses for an arboretum or benches, upgrading hiking trails, planting trees, and so on. In general, there are no limitations noted below, there are no restrictions, and there is no requirement that a project be completed by a Scout. In fact, the project will provide to your organization. In fact, perhaps limited skills can accomplish under the requirement, he must be the one to lead the project and be responsible for the project.

Project Restrictions and Limitations

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

Approving the Project Proposal and Project Scheduling

Once a potential project is identified, you must approve your Scout's proposal. This is quick and easy, but be sure you have discussed and considered a clear understanding of your expectations and limitations. Keep in mind, a final, comprehensive plan.

Some projects may take only a few weeks or months to plan and complete. Scouts working toward the Eagle rank are typically busy, so scheduling flexibility is important. There are several approvals, besides yours, before final planning occurs. Your plan must be completed by a certain rapidly approaching date, it may be. Remember, too, that all work must be completed before the Scout's

Approving Final Plans

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

Permits, Permissions, and Authorizations

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

Managing the Project

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

Others," your Scout must be given every opportunity to succeed. Your Scout's troop must provide adults to assist or keep an eye on things, if available. The Scout, however, must provide the leadership and not interfere.

Your Scout will identify potential hazards and risks and outline strategies to prevent and handle injuries or emergencies. Scouts as minors, however, cannot be held responsible for safety. Adults must accept this responsibility. Property owners, for example, are responsible for issues and hazards related to their

- Beneficiaries can demand changes if the final plan is not adequate.
- They cannot expand the project scope after approval of the proposal.
- Promised donations from beneficiaries should be in writing.





Eagle Project: Fundraising

Unlimited funds may be provided by:

- **The Beneficiary**
- **The Scout or the Scout's Family**
- **The Scout's Unit, Unit Leaders, Parents of Scouts, and the Chartered Organization**

Discounts or Donations may be requested:

- **Many hardware chains or local stores will discount merchandise for Eagle Projects (a few will donate, especially for small amounts)**
- **Other businesses may support Eagle Projects (e.g., restaurants for food)**





Eagle Project: Fundraising

Eagle Scout Service Project Fundraising Application

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

Eagle Scout Candidate

Name: _____
Address: _____
Email address: _____
Check one ☐ Troop ☐ Team
Name of district: _____

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

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

Project Beneficiary Representative (Name of contact)

Name: _____
Address: _____
Email address: _____

Describe how funds will be raised: _____

Proposed date the service project will begin: _____

Proposed dates for the fundraising efforts: _____

How much money do you expect to raise? _____

If people or companies will be asked for donations, list them here: _____

*You must attach a list of prospective donor names.

Are any contracts to be signed? _____

Contract details: _____

Approvals

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

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

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

Fundraising Application Page A

Procedures and Limitations on Eagle Scout Service Project Fundraising

The Eagle Scout Service Project Fundraising Application must be used in obtaining approval for service project fundraising or for securing in-kind donations such as supplies or materials.* Send the completed form with any request to those responsible for approval. This may include a council advancement committee, a finance committee, or a service project even if there will be multiple events.

*All proceeds from fundraising or donations, whether money, materials, supplies, etc., regardless of the source, go to the beneficiary. If the beneficiary is not allowed, for whatever reason, to retain any excess funds or materials, etc., the beneficiary should designate a suitable charity to receive them, or allow the unit to retain them. The unit must not influence this decision.

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

1. The candidate must be a member of the Boy Scouts of America, or a relative, his unit or its chartered organization, parents or members in his unit, or the beneficiary. Fundraising is permitted only for securing materials, the effort involves contributions only from the beneficiary, the chartered organization, or from parents or members in his unit, it is approved by submitting the Eagle Scout Service Project Fundraising Application.

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

3. The project must be for a quality product, not just because of an individual, without reference to the Boy Scouts of America. Contracts must not and cannot bind the local council. The money will be used for an Eagle Scout service project chosen, and any funds left over will go to the beneficiary.

4. The project must be in keeping with the ideals and principles of the Boy Scouts of America. The project must be approved by the council.

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

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

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

Fundraising Application Page B

The Workbook includes a Fundraising Application

If donations do not exceed \$500, the Fundraising Application is not required.

Note that the Project Proposal and Plan describe estimated costs, fundraising, and how project materials will be obtained. The Project Report describes the disposition of excess donations.





Eagle Project: Plan

The Scout writes the Project Plan in the Eagle Workbook. The Scout will:

- **Identify and resolve logistics issues.**
- **Describe all preparation tasks in detail.**
- **Define leadership responsibilities.**
- **Walk through the materials and work step-by-step.**
- **Use appropriate level of detail depending on complexity and risks of project.**

Major changes to Proposal may require re-approval





Eagle Project: Plan

- The project is approved based on the Project Proposal.
- The Project Plan provides additional detailed information.
- The Project Plan must be reviewed by the Beneficiary who can mandate changes and/or improvements before the project proceeds.
- The Scout's Eagle Adviser should review the Project Plan to ensure it is adequate.
- A good Plan will be so complete that another Scout could use it to conduct the project.





Eagle Project: Execution

- The Eagle candidate must be the project leader.
- For complex projects, a management team with assigned duties should be organized by the Eagle candidate.
- Most projects require that several preparatory tasks be completed before the day of the project.
- Scouts should record notes and observations immediately following the project day while events are fresh in memory.





Eagle Project: Execution

Parents must let the Scout lead. However, parents may help with the following tasks:

- Use of power tools and motor vehicles.
- Two-deep supervision and safety monitoring.
- Logistic support (food, supplies table, security, taking photos, signing permits, transport of project items).
- Other tasks, provided they are directed by the Eagle candidate.

Adults should not direct project activities, but may offer suggestions for the Scout's consideration.





Safety & Youth Protection

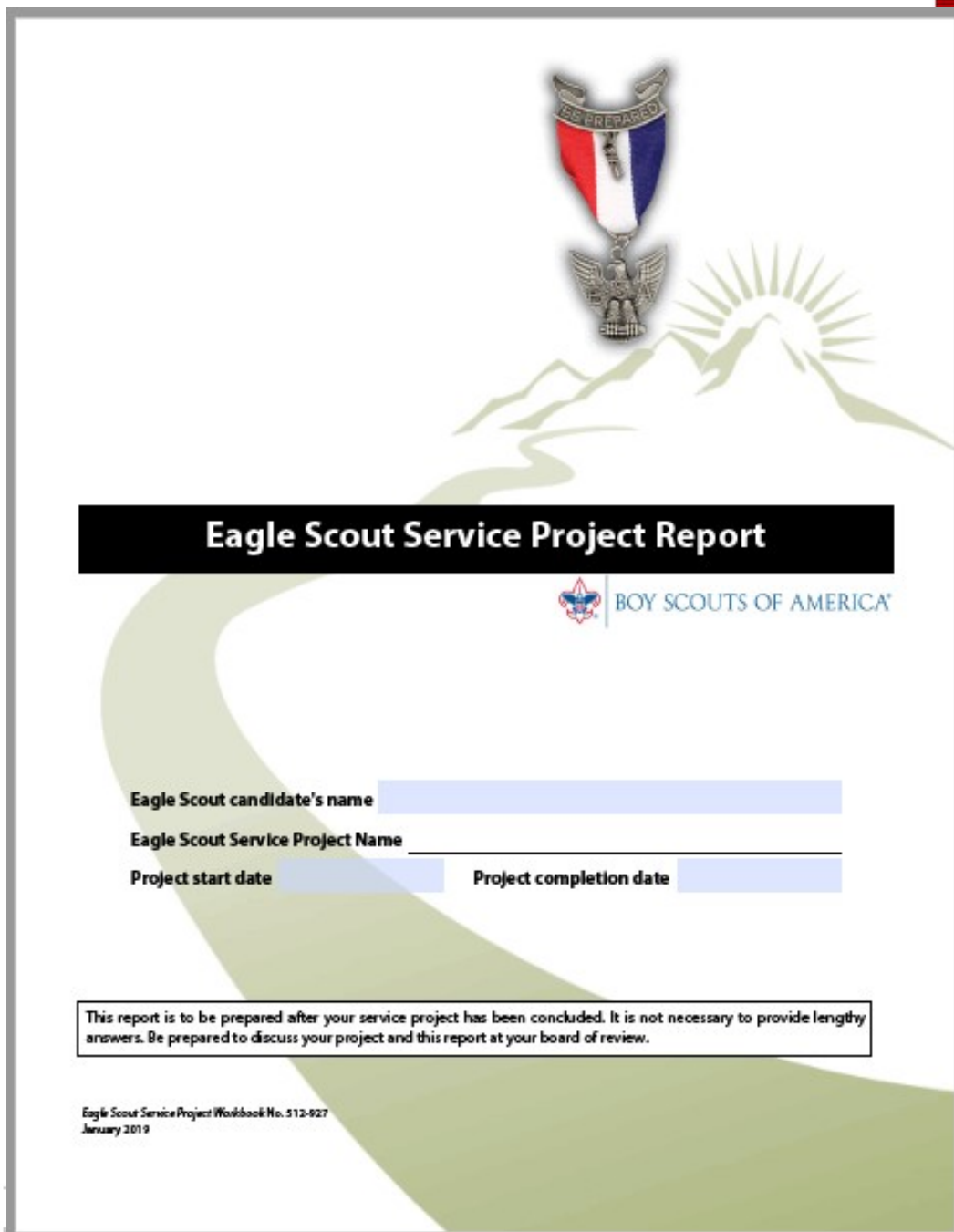
- Eagle projects are official Scouting activities and must conform to applicable BSA policies and procedures.
- The Scout's unit has the same safety responsibilities as any other unit activity.
- BSA safety standards include Youth Protection, two-deep leadership, tool safety, and other provisions in the *Guide to Safe Scouting*.
- Work on an approved project may be stopped at any time if there are safety concerns.





PROJECT REPORT

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



The form is titled "Eagle Scout Service Project Report" in a black box. Above the title is a large illustration of an eagle with a "BE PREPARED" sash, set against a background of a mountain range with a rising sun. The Boy Scouts of America logo is to the right of the title. Below the title are three input fields: "Eagle Scout candidate's name", "Eagle Scout Service Project Name", and "Project start date". To the right of the "Project start date" field is a "Project completion date" field. Below these fields is a box containing the text: "This report is to be prepared after your service project has been concluded. It is not necessary to provide lengthy answers. Be prepared to discuss your project and this report at your board of review." At the bottom left of the form, it says "Eagle Scout Service Project Workbook No. 512-927 January 2019".

Eagle Scout Service Project Report

BOY SCOUTS OF AMERICA

Eagle Scout candidate's name

Eagle Scout Service Project Name

Project start date Project completion date

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

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





Project Report Page A



Project Execution:

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

Project Description

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

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

Observations

What went well?

What was challenging?

Changes

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

Project Report Page A

Project Date(s):

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

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

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





Project Report Page B



Leadership

In what ways did you demonstrate leadership?

What was most difficult about being the leader?

What was most rewarding about being the leader?

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

Materials, Supplies, Tools, Other

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

Entering Service Project Data

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

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

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

*There is no requirement for a minimum number of hours that must be worked on an Eagle Scout service project. If you have been told you must meet a minimum number of hours then you may lodge a complaint with your district or council. If you have given leadership to an otherwise worthy project and are turned down by your board of review solely because of a lack of hours, you should appeal the decision.

Project Report Page B

Leadership:

- Demonstrated?
- What was:
Most Difficult?
Most Rewarding?
- What did you learn?

Materials, Supplies, & Tools Too much? Too little?

Service Project Data:

- Number of workers
- Hours worked





Project Report Page C



Funding Summary

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

--

How much was collected?

How much was spent?

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

--

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

--

How were the donors thanked?

--

Photos and Other Documentation

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

Candidate's Promise

Sign below before you seek the other approvals.

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

Signature	Date

Approvals

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

Beneficiary name:	Unit leader name:
Signature	Signature
Date	Date

Funding

- Funds and materials collected
- Sufficient?
- Excess?
- Acknowledgments?

Attach Photos and Other Project Documents

Candidate's Promise

Completion Approvals

- Beneficiary
- Unit Leader





ESRA Requirement 2: References

The Scout must demonstrate he/she lives by the principles of the Scout Oath and Law.

- List names and contact info for individuals who can provide a recommendation for the Scout.
- The Unit will request and receive the reference statements. They are confidential. The unit will not provide them to the Scout or parents.

REQUIREMENT 2. Demonstrate that you live by the principles of the Scout Oath and Scout Law in your daily life. List the names of individuals who know you personally and would be willing to provide a recommendation on your behalf.

	Name	Address	Telephone	Email
Parents/guardians	<u>Mr. & Mrs. Proud Parent</u>	<u>1 Eagle Scout Street, Bethesda, MD 20814</u>	<u>301-555-1951</u>	<u>Proud.Parent @ xyz.com</u>
Religious	<u>Mr. & Mrs. Proud Parent</u>	<u>1 Eagle Scout Street, Bethesda, MD 20814</u>	<u>301-555-1952</u>	<u>Proud.Parent @ xyz.com</u>
Educational	<u>Mr. Proud Teacher</u>	<u>2 Eagle Scout Street, Bethesda, MD 20814</u>	<u>301-555-1953</u>	<u>Proud.teacher @ xyz.com</u>
Employer (if any)	<u>N/A or List a previous employer; N/A is used only if the scout <u>never</u> had a paying job</u>			
Two other references	<u>Mrs. Proud Neighbor</u>	<u>3 Eagle Scout Street, Bethesda, MD 20814</u>	<u>301-555-1954</u>	<u>Proud.Neighbor1 @ xyz.com</u>
	<u>Mr. Proud Neighbor</u>	<u>4 Eagle Scout Street, Bethesda, MD 20814</u>	<u>301-555-1955</u>	<u>Proud.Neighbor2 @ xyz.com</u>





ESRA Requirement 3: Merit Badges



- Dates are important and must match BSA records (Individual Advancement Report).
- Reconcile any differences using blue card and/or other records.
- Enter Non-Eagle Required merit badges in chronological order, starting with the first one earned.

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

MERIT BADGE	DATE EARNED	UNIT NO.	MERIT BADGE	DATE EARNED	UNIT NO.	MERIT BADGE	DATE EARNED	UNIT NO.
1 CAMPING			*8 EMERGENCY PREPARED- NESS OR LIFESAVING		15			
2 CITIZENSHIP IN THE COMMUNITY			*9 ENVIRONMENTAL SCIENCE OR SUSTAINABILITY		16			
3 CITIZENSHIP IN THE NATION			10 FIRST AID		17			
4 CITIZENSHIP IN SOCIETY			*11 SWIMMING OR HIKING OR CYCLING		18			
5 CITIZENSHIP IN THE WORLD			12 PERSONAL MANAGEMENT		19			
6 COMMUNICATION			13 PERSONAL FITNESS		20			
7 COOKING			14 FAMILY LIFE		21			

***Cross out badges not earned.** If a crossed-out badge in #8, #9, or #11 was earned, it may be reentered in 15 through 21.

You must attach the Application for Alternative Eagle Scout Rank Merit Badges for those merit badges earned in place of the Eagle required badge(s).





ESRA Requirement 6: Scoutmaster (Unit Leader) Conference

- Unless a Scout has received a time extension, all rank requirements, including the Unit Leader conference must be accomplished before the Scout's 18th birthday. Scouts who procrastinate run the risk of remaining "Life for Life".
- To prepare for the conference, the Scout should prepare:
 - A statement of Ambitions and Life Purpose
 - A listing of positions held inside and Outside of Scouting, honors received, and other accomplishments (similar to a resume).





ESRA Verification

- After all unit-level signatures have been obtained, the unit's Eagle Advisor will perform a thorough review of the ESRA and related Eagle package documents.
- Once any needed corrections have been made, the Scout submits the ESRA and supporting documents to the unit's District Eagle Representative (DER) for review and approval.
- When all questions are resolved, the DER signs the ESRA on behalf of NCAC.
- DER returns the signed ESRA to the unit, which schedules the EBOR.





Eagle Scout Board of Review

- EBORs are organized by the Scout's unit.
- A Chain Bridge District Eagle Board Member must be on the EBOR.
- Reference letters are provided to the EBOR
- The EBOR will:
 - Discuss the Scout's character and his/her Scouting career.
 - Decide whether the Scout has fulfilled all requirements for Eagle Rank.





Eagle Scout Board of Review

- The Scout will be asked to describe and evaluate their Eagle project, and their hopes and plans for the future.
- The Board's decision must be unanimous.
- After a successful Eagle Board, the unit conveys the Eagle package to NCAC.
- Scouts should not schedule their Eagle Court of Honor until their Eagle Certificate has been issued.





Eagle Court of Honor

- Each unit has its own traditions, but the Scout and his/her parents usually organize the ceremony.
- There are many different formats, but three items are essential:
 - The Scout is read the “Eagle Charge”
 - The Scout is read the “Eagle Scout Challenge”
 - The Scout recites the Eagle Promise
- The Chain Bridge *Life to Eagle Guidelines* contain lots of helpful information





Eagle Palms

- Every 5 merit badges over the 21 required for Eagle rank equals an Eagle Palm.
- If earned by the date of the EBOR, palm(s) are awarded along with the Eagle badge.
- If earned after the EBOR, each palm requires an additional 5 merit badges.
- Palms are earned in order: Bronze, Gold, Silver.
- There is no limit to the number of Eagle Palms that may be earned.





Beware the Internet!

Eagle Scout procedures change over time.

Information found on sites other than Official Scouts BSA sites may be outdated and incorrect!





Lots More Information!



2024 CHAIN BRIDGE DISTRICT LIFE TO EAGLE GUIDELINES





Questions?

