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rcbulldogdad@aol.com

Remember YPT Requirement to Have 2 Adults
on email



LIFE TO EAGLE SEMINAR for Scouts (Version 7.0C)

National Capital Area Council
Sully District





Why Are We Here?

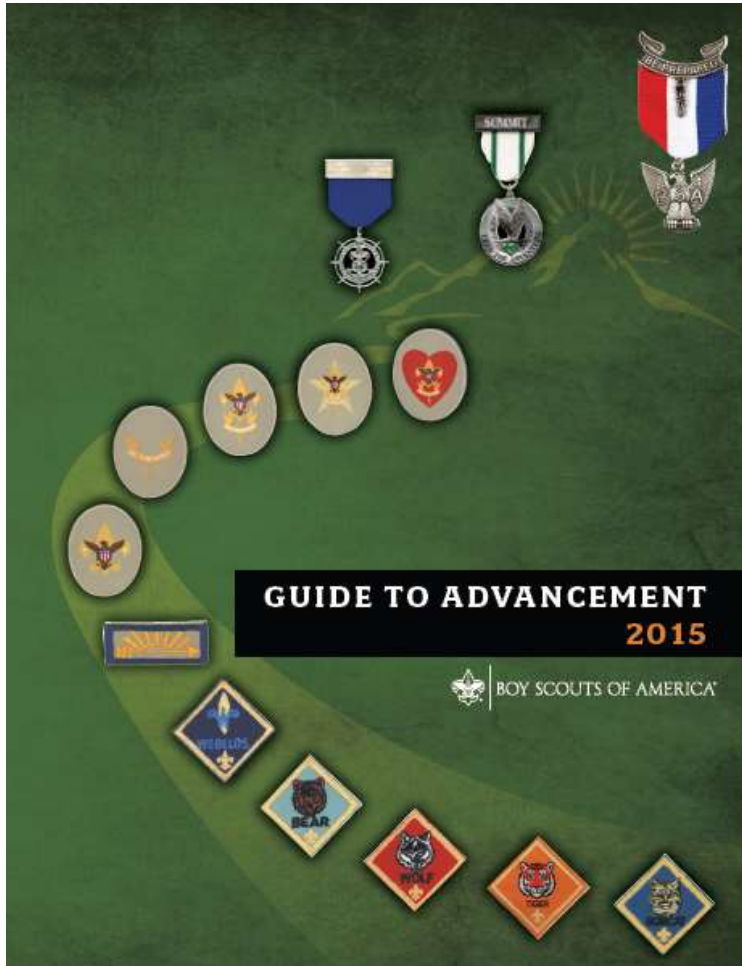


- **Learn about the Life to Eagle process**
 - **Service Project, Eagle Scout Rank Application (ESRA), and Board of Review**
 - **District Advancement Chair and Eagle Representative's (DER) responsibilities**
- **Help Eagle Scout Candidates succeed**
- **Maintain the high quality of our District's Eagle Advancement Program**





References



Eagle Scout Procedures Guide

July

2019

National Capital Area Council
Boy Scouts of America





NCAC Web Site

HOME ABOUT PROGRAMS CALENDAR & ACTIVITIES OUTDOORS ADVANCEMENT TRAINING DISTRICTS JOIN GIVE

EAGLE SCOUT INFORMATION

The NCAC Eagle Scout Procedures Guide provides guidance to Life Scouts and Scouters in the NCAC on the policies and procedures relating to the Eagle rank and to address commonly asked questions and issues. This information is intended to supplement BSA publications. It is not intended to answer all questions. National BSA policies and procedures, as stated in national publications, have precedence over this document.

This document is divided into small, consumable sections for the Scout. The NCAC ARC recommends they read just the section with the information they need rather than trying to devour the whole document.

- [NCAC Eagle Scout Procedures Guide](#)

There is a new version of the Eagle Scout Service Project Workbook that is an "expandable" PDF. This fillable PDF document contains new functionalities for this

A two-page brochure was recently made available by the national Advancement Team and is intended for a project beneficiary interested helping a Life Scout with their Eagle Scout Service Project

April 2016

- Apr 14 Eagle Networking Lunch- NESA DC Lunch April
- Mattaponi Spring Cub Scout Membership Forum
- Program Launch
- Piedmont OA Meeting
- Prince George's Roundtable
- Aquia District Order of the Arrow (OA) Ceremonies Meeting
- Aquia District Roundtable

[Full Calendar](#)

<http://www.ncacbsa.org/eagle-scout-information/>

Check NCAC Site or Check with Your DER to confirm current versions of:

- **Eagle Procedures Guide**
- **ESSP**
- **ESRA**





Life to Eagle



- **Primary Requirements**
 - **Active Participation (Registered Scout)**
 - **Merit Badges (including Citizenship in Society)**
 - **Position of Responsibility**
 - **Eagle Scout Service Project (using Eagle Scout Service Project workbook)**
 - **Scoutmaster Conference**
- **Eagle Scout Rank Application Package**
 - **Coordinate with Scoutmaster, Advancement Chair or Eagle Advisor**
- **Eagle Board of Review (EBOR)**
- **Eagle Court of Honor**





Getting Started



This is one approach that's been proven to work; but is by no means a requirement

- **Set up a folder on your computer**
 - Download the Eagle Scout Service Project Workbook
 - Download the Eagle Scout Rank Application (ESRA)
- **Get a 2 inch binder and create 5 sections:**
 - Eagle Scout Service Project
 - Eagle Scout Rank Application
 - Pictures
 - Record log of hours worked
 - Miscellaneous
- **Skim the Project Workbook and ESRA**
 - Read the "Message to Scouts and Parents or Guardians"
- **Make contact with your Unit Eagle Coach**





Eagle Scout Service Project

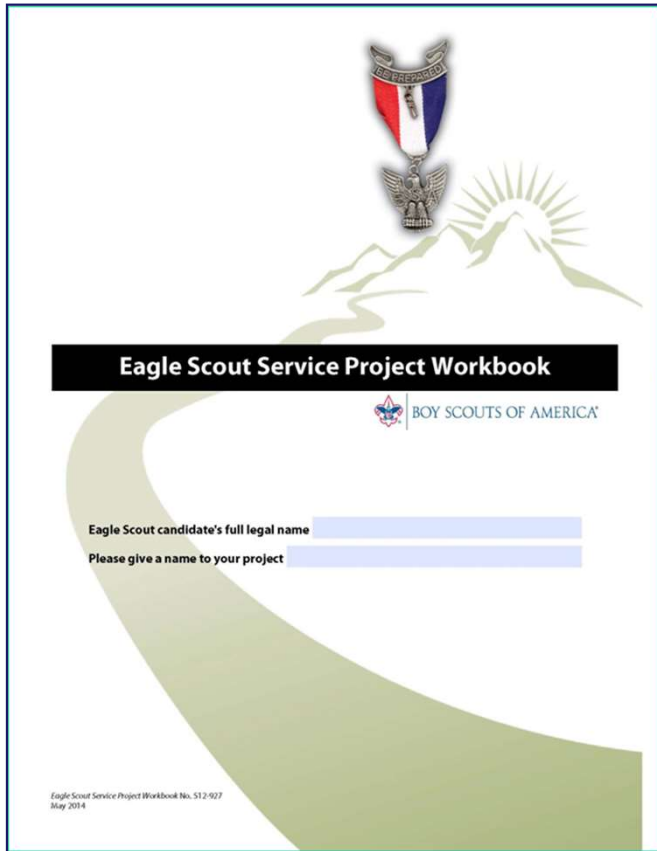


- While a Life Scout, **plan, develop, and give leadership** to others in a service project **helpful to any religious institution, any school, or your community.**
 - The project must benefit an organization other than Boy Scouting
- A project proposal **must be approved** by the organization benefiting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





Service Project Process

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. 512-927
May 2014



Eagle Scout Service Project Proposal

BOY SCOUTS OF AMERICA

Eagle Scout candidate's full legal name _____
Eagle Scout Service Project Name _____

Eagle Scout Requirement 5
While on Life Scout, plan, develop, and give leadership to others in a service project helpful to any religious institution, or school, or your community. The project must benefit an organization other than Boy Scouts. A project proposal must be approved by the organization benefiting from the effort, your unit leader and unit committee, and the council or district before you start. To read up on the Eagle Scout Service Project Handbook, No. 512-927, in meeting this requirement.

Propose It



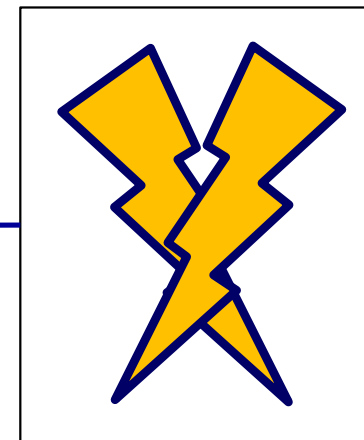
Eagle Scout Service Project Final Plan

BOY SCOUTS OF AMERICA

Eagle Scout candidate's name _____
Eagle Scout Service Project Name _____
Planned start date _____ Planned completion date _____

Eagle Scout requirement 5 was your "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 to having to show you have done the required planning and development. You should read this final plan with your Eagle Scout board of review. Note that you are not required to provide more details than are necessary for the accomplishment of your project.
A Scout who is assigned will complete the final plan, and then before he begins working, his counselor will work with a parent coach to review it with you. The council or district representative who approved your proposal may have agreed to serve as your parent coach, or someone else may be designated to take this important role. A parent coach's involvement will ensure that your final plan is approved, but it can help you avoid many problems or mistakes. This can also improve your chances of earning the Eagle Scout award of merit.
You should also show your final plan to your benefactor prior to carrying out your project. This will help ensure your plans agree with the benefactor's expectations. Remember, the parent coach signs for the authority to receive and approve a final project plan. Be sure to send "Notifying the Eagle Scout Service Project" at the end of this workbook.

Plan It



Do it



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 completed 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.

Report It





The Workbook



Fillable and expandable PDF

Must fill in all relevant information

Eagle Scout Service Project Workbook

**Available online:
NCAC web page,
www.scouting.org,
www.nesa.org**

Must read and use entire workbook

Eagle Scout candidate's full legal name

Please give a name to your project

Excerpts and Summaries From the *Guide to Advancement*

Eagle Scout Service Project Coaches (See the *Guide to Advancement*, topic 9.0.2.9)

Many units, districts, and councils use Eagle Scout service project "coaches," because the advice they provide after approval of a candidate completes his planning. A coach can help Scouts see that if a plan is not sufficiently sound, assistance can come through evaluating a plan and discussing its strengths, weaknesses, and authority to dictate changes, or take any other such directive action. Instead, coaches must use common sense, logic, and common sense to help the candidate make the right decisions.

Who may serve as project coaches and how they might be assigned or otherwise provided to assist a candidate is determined by the BSA (in any position) and be current in BSA Youth Protection training, and may be at the council level. For examples of how a service project coach can assist, please see the *Guide to Advancement*, topic 9.0.2.9. Note that there should be only one coach that is designated for you by your council or district; but your unit may also provide people to coach you.

What Is Meant by "Give Leadership to Others ...?" (See the *Guide to Advancement*, topic 9.0.2.4)

Leadership is not just being in charge. It is also being a Scout. Helpers may be involved in Scouting or not, and of any age appropriate for the project. Units shall not establish requirements for the number of people led, or their make-up, or for time spent. The most important thing is that Eagle candidates exhibit leadership.

Project Completion (See the *Guide to Advancement*, topic 9.0.2.13)

Projects are evaluated primarily on impact—the extent of benefit to the religious institution, school, or organization provided by the candidate. There must also be evidence of planning and development. This evidence is not just a plan, but relates to our motto to, "Be Prepared." However, in determining if a project meets requirement 5, reviewers must not require more planning and development than necessary to execute the project. These elements must not overshadow the project itself, as long as the effort was well led, and resulted in an otherwise worthy outcome acceptable to the beneficiary.

After its completion, the unit leader or project beneficiary chooses not to approve a project. One reason may be that the qualifications were so significant that the impact of the project was insufficient. The candidate may then start over with another project. He may choose to meet these requests, or he may decide the project is not worthy and in compliance—to complete his Eagle Scout Rank Application and submit his application for approval. He must be granted a board of review should he request it. If it is thought a unit board of review under disputed circumstances may be initiated according to the *Guide to Advancement*.

Eagle Scout Service Projects (See the *Guide to Advancement*, topic 9.0.2.14)

Eagle Scout service projects constitute official Scouting activity and thus are subject to Boy Scouts of America policies and procedures, two-deep leadership, etc. The health and safety of those working on Eagle projects is the responsibility of the unit leader. Since an Eagle Scout service project is a unit activity, unit leadership has the same responsibility for conducting a project as with any other unit activity. The unit leader or unit committee should reject proposals for inherently unsafe projects. The candidate should plan for safe execution, but it must be understood that minors cannot and must not be held responsible for safety concerns. As with any Scouting activity, the *Guide to Safe Scouting* applies. The "Sweet 16 of BSA Safety" must also be consulted as a planning tool. It can be found at: www.scouting.org/sweet16.aspx. The *Guide to Safe Scouting* may be accessed at www.scouting.org/scoutsource/.

Accident Insurance (See the *Guide to Advancement*, topic 9.0.2.15)

The National Liability Policy provides general liability insurance coverage for official Scouting activities. Unregistered adults participating in a Scouting activity are provided with general liability insurance. Every council has the opportunity to participate in the BSA accident and sickness insurance for medical and dental bills arising from Scouting activities. If councils do not purchase this, then units may contract for it. In some cases, chartered organizations might provide insurance, but this must not be assumed. Most of these programs provide only secondary coverage, and are limited to registered youth and adults and those interested in becoming members.





Expectations

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 the Eagle Scout candidate and his 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, the candidate and his parent or guardian 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 *Guide to Advancement*, along with the *Boy Scout 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 *Boy Scout Requirements* book are available in Scout shops or on www.scoutstuff.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.

What an Eagle Scout Candidate Should Expect

The Eagle Scout service project belongs to the Eagle Scout candidate. His 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 his 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. He will be allowed, if he chooses, to have a parent, unit leader, or other adult present as an observer at any time he is discussing his 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 his 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. If the candidate believes he has been mistreated or his proposal wrongfully rejected, he 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.

Message to Scouts and Parents or Guardians

Establishes expectations for Scouts, parents (or guardians), and other adults





Keeping Track of Time



- **From the time you begin looking for a project to completion, you should be keeping track of time**
- **A small pocket notebook, a spreadsheet on a laptop, a notepad on a smart phone, or a loose-leaf page in the project workbook are all acceptable**
- **Each entry should include: person's name, date, hours or fractions of hours, purpose**
 - **Accumulated data will be entered in the Project Report**
- **Time includes such things as research, making phone calls, participating in meetings, completing the Eagle Scout Service Project Workbook**
- **Record not only the time you spend on the project, but also the time others spend helping you on the project**
 - **Time spent meeting with an adult on the project**
 - **Time a parent spends driving you to and from a home improvement store**
 - **Time friends spend actually working on the project**





Photographs



- **Project photos add an important perspective to the workbook**
 - However, they are optional!
- **If the candidate elects to include photos, he is encouraged to include:**
 - Before pictures
 - Pictures of project work
 - Completion pictures
- **Captions are helpful to describe who or what are in the photos**



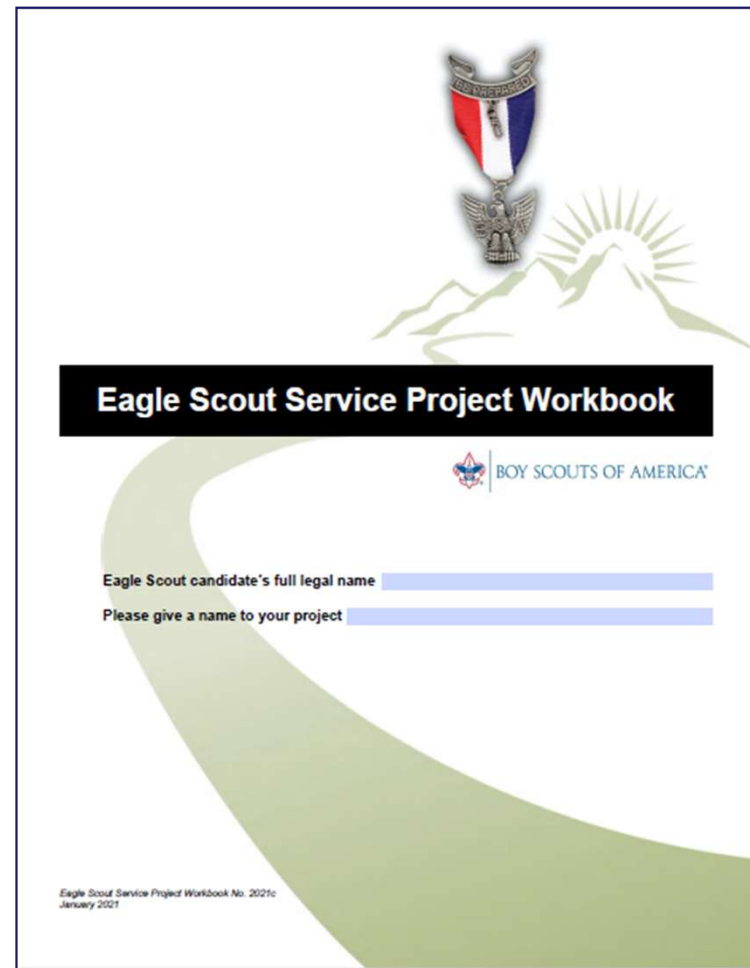


Selecting a Project



- **Responsibility of the Eagle Candidate**
 - **Find a project**
 - The project should be the Scout's idea
 - Something he believes in, enjoys doing, and is potentially good at accomplishing
 - There is no limitation as long as it meets service and leadership requirements
 - **Work with the project Beneficiary and the Beneficiary's Representative**
 - Share the information sheet for project beneficiaries





PROJECT PROPOSAL





Proposal Page A

Instructions for Completing Proposal

Instructions for Preparing Your Proposal

Meeting the Five Tests of an Acceptable Eagle Scout Service Project

Your proposal must be prepared first. It is an overview, but also the beginnings of planning. It must show your unit leader, unit committee, and council or district that your project can meet the following tests.

1. **It provides sufficient opportunity to meet the Eagle Scout service project requirement.** You must show that planning, development, and leadership will take place; and how the three factors will benefit a religious institution, a school, or your community.
2. **It appears to be feasible.** You must show the project is realistic for you to carry out.
3. **Safety issues will be addressed.** You must show you have an understanding of what must be done to guard against injury, and what will be done if someone gets hurt.
4. **Action steps for further detailed planning are included.** You must make a list of the key steps you will take to make sure your plan will have enough details so it can be carried out successfully.
5. **You are on the right track with a reasonable chance for a positive experience.**

When completing your proposal you only need enough detail to show a reviewer that you can meet the tests above. If showing that you meet the tests requires a lengthy and complicated proposal, your project might be more complex than necessary. Remember, the proposal is only the beginnings of planning. Most of your planning will come with the next step, preparation of your project plan.

If your project does not require materials or supplies, etc., simply mark those spaces "not applicable." As a reminder, do not begin any work, or raise any money, or obtain any materials, until your project proposal has been approved.

Consider also, that if you submit your proposal too close to your 18th birthday, it may not be approved in time to finish planning and executing the project.

Working with Your Project Beneficiary

On the last two pages of this workbook there is an information sheet called, "Navigating the Eagle Scout Service Project." This is for you to print and give to the religious institution, school, or community that will benefit from your efforts. You should do this as part of your first meeting with your beneficiary and use the sheet to help explain how the Eagle Scout service project works. Be sure to read it carefully so you can explain what it says.

"Navigating the Eagle Scout Service Project" will help you communicate a number of things to your beneficiary. For example, it provides thanks and congratulations for accepting the project; and it gives some background, discusses the requirements, and points out the responsibilities connected with approving your project proposal. It also explains that the beneficiary has the right to review, and also to require changes in your project plan.

Again, be sure to read carefully "Navigating the Eagle Scout Service Project" so you will have a full understanding of the role of your beneficiary.

Next Step: Your Project Plan

Once your proposal is approved, you are strongly encouraged to prepare your project plan using the form in this workbook. Doing so increases the likelihood your project will be approved at your Eagle Scout board of review. As you begin preparing it, you should meet with a project coach. Check with the person who handled the approval of your project proposal to learn how coaches are designated in your community.

Your designated coach can help you avoid the common pitfalls associated with Eagle Scout service projects and be a big part of your success. You may also want to talk to your unit leader. There may be adults in your troop who are experts in conducting the kind of project you are planning. It's ok for you to work with them as well. The more coaching you get, the better your results will be.

Beginning Work on Your Project

Once your proposal has been fully approved and you have finished your project planning, only then, may you begin work on your project.

Proposal Page A

**Must Read Carefully
and Completely**

**Meets the Five Tests of an
Acceptable ESSP**

**Work with Your Project
Beneficiary**

Next Step: Your Final Plan

**Beginning Work on Your
Project**





Proposal Page B Contact Information



Contact Information

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

Eagle Scout Candidate

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

Current Unit Information

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

Unit Leader Check One: Scoutmaster Crew Advisor Skipper

Name: _____ Preferred telephone(s): _____
 Address: _____
 Email Address: _____

Unit Committee

Name: _____
 Address: _____
 Email Address: _____

Unit Advancement Coordinator (If you are the one)

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

Project Beneficiary (Name of institution, school or community)

Name: _____
 Address: _____ City: _____ State: _____ Zip: _____
 Email Address: _____

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

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

Your Council Service Center

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

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

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

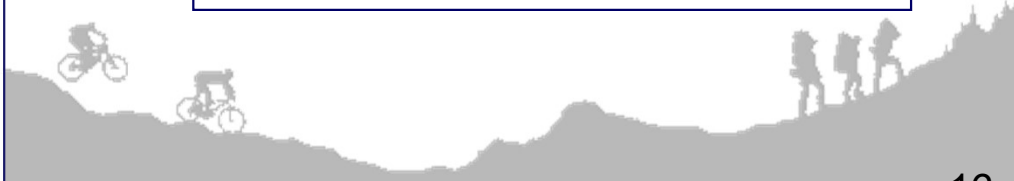
Project Coach
(Your council or district project approval representative may help you learn who this will be.)

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

Should Be Completely Filled In

Expandable

- Scout's Name
- Unit
- Unit Leader
- Committee Chair
- Advancement Coordinator
- Project Beneficiary
- Project Beneficiary Representative
- Council Service Center (see ESPG)
- District Approval Representative (DER)
- Project Coach





Proposal Page C, D



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 important?

When do you plan to begin carrying out your project?

When do you think your project will be completed?

Proposal Page C

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, tape, 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

Description & Benefit

Pictures and Captions

Giving Leadership

Materials

Supplies





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.

Other Needs

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

What other needs do you think you might encounter?

Permits and Permissions

Note that property owners should obtain and pay for permits.

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

Proposal Page E

Tools

Other Needs

Permits & Permissions

Prelim Cost Estimate

Project Phases





Proposal Page F, G, H

Logistics

Safety Issues

Final Planning

Candidate's Promise

Approval Signatures

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 will be loaned at no cost. N/A

Enter your estimated expenses (include sales tax if applicable)

Materials:

Supplies:

Tools:

Other:

Total Costs:

Project Phases
 Think of your project in the phases might include fun not necessary to become attach a separate page if

1

2

3

4

5

6

7

8

9

10

Logistics
 How will you handle transportation?

Proposal Page F

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 Book

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

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

Unit Leader 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.	Unit Committee Approval* 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: <input type="text"/> Date: <input type="text"/>	Signed: <input type="text"/> Date: <input type="text"/>
Name (Printed): <input type="text"/>	Name (Printed): <input type="text"/>
Beneficiary 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.	Council or District Approval I have read topics 9.0.2.0 through 9.0.2.15, regarding the Eagle Scout service project, in the Guide to Advancement, No. 35088. I agree on my honor to apply the procedures as written, and in compliance with the policy on "Unauthorized Changes to Advancement." Accordingly, I approve this proposal. I will encourage the candidate to prepare a project plan and share it with the designated project coach.
Signed: <input type="text"/> Date: <input type="text"/>	Signed: <input type="text"/> Date: <input type="text"/>
Name (Printed): <input type="text"/>	Name (Printed): <input type="text"/>

Project Plan
 List some action items

Proposal Page G

Approval Signatures
 Our Eagle Candidate has provided us a copy of "Navigating the Eagle Scout Service Project, Information for Project Beneficiaries."
 Yes No

Signed: Date:

Name (Printed):

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

Proposal Page H





Proposal Page H

Candidate's Promise

(Signed before approvals below are granted)

Promise*	<i>Sign below before you seek the other approvals for</i>
as a Scout, I have read this entire workbook, including the "Message to Scouts and Parents or Guardians" on page 4. I project, and to do my best to carry it out for the maximum benefit to the religious institution, school, or community	
	Date

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

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





Proposal Page E Approvals

Unit Leader 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.		Unit Committee Approval* 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* 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.		Council or District Approval I have read topics 9.0.2.0 through 9.0.2.15, regarding the Eagle Scout service project, in the Guide to Advancement, No. 33088. I agree on my honor to apply the procedures as written, and in compliance with the policy on "Unauthorized Changes to Advancement." Accordingly, I approve this proposal. I will encourage the candidate to prepare a project plan and share it with the designated project coach.	
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 them in the order they appear, there shall be no required sequence for the order of obtaining approvals marked with an asterisk (*). However, Council or District Approval must come after the others."



PROJECT FUNDRAISING





Contributions



- **Fundraising is permitted only for securing materials and otherwise facilitating a project**
- **Fundraising can be done without Council approval from:**
 - **The beneficiary**
 - **The candidate**
 - **The candidate's parents or relatives**
 - **The candidate's unit**
 - **The unit's chartered organization**
 - **Parents or members of the candidate's unit**
- **NCAC is the approving authority on the Eagle Scout Service Project Fundraising Application**
 - **Completed forms are faxed to 240-395-0610 or e-mailed to: ncaceaglefunds@scouting.org for approval**








Eagle Scout Service Project Final Plan

 BOY SCOUTS OF AMERICA

Eagle Scout candidate's name _____

Eagle Scout Service Project Name _____

Planned start date _____ **Planned completion date** _____

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

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

You should also show your 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 beneficiary has the authority to require and approve a final project plan. Be sure to read "Navigating the Eagle Scout Service Project" at the end of this workbook.

PROJECT FINAL PLAN





Words About Planning - 1



- Eagle Scout Rank Requirement #5 **requires the Scout to plan and develop his service project**
- Though this final plan is a tool for your use, and is not approved or signed, it is **important in helping to show you have done the required planning and development**
- You should take this final plan with you to your Eagle Scout board of review
 - You are not required to provide more details than are necessary for the accomplishment of your project





Words About Planning - 2



- **A Scout who is prepared will complete the final plan, and then before carrying out his project, have a project coach review it**
 - A project coach's involvement and review of your final plan is optional, but it can help you avoid many problems or mistakes
 - Improves your chances of passing the Eagle Scout board of review
- You should also **show your final plan to your beneficiary** prior to carrying out your project
 - Helps ensure your plans agree with the beneficiary's expectations
 - The project beneficiary has the authority to require and approve a final project plan
 - Be sure to read "Navigating the Eagle Scout Service Project"





Final Plan Page A



Comments From Your Proposal Review

What suggestions were offered by the council or district representative who approved your project?

Completed by Eagle Candidate following Proposal Approval

Project Description and Benefit - Changes from the Proposal

As projects are planned, changes are usually necessary. If they are major, it is important to confirm they are acceptable to the beneficiary. You should also discuss major changes with those who approved your proposal, and also with your coach, to get an idea if the changes will be acceptable to your board of review.

How will your project be different from your approved proposal?

[Empty text box for project description and benefit changes]

Will the changes make the project more, or less, helpful to the beneficiary? Explain:

[Empty text box for explanation of changes]

Present Condition or Situation

Include "before" photographs to show the board of review as attachments. Describe the present condition of the worksite. For an event or activity, describe your biggest obstacles.

[Empty text box for present condition or situation]

Comments From Your Proposal Review

Project Description and Benefit – Changes From the Proposal

Will the changes make the project more, or less, helpful to the beneficiary? Explain:

Present Conditions or Situation

Project Phases





Final Plan Page B



Project Phases

You may have more than ten phases, or fewer, as needed.

Look at the phases from your proposal. Make any changes, then provide a little more detail, including approximate starting and ending dates for each phase. If you have more than 10 phases, attach a separate page with your continued phase list.

1	
2	
3	
4	
5	
6	
7	
8	
9	
10	

Work Processes

Prepare a step-by-step list of what must be done and how everything comes together: site preparation, sizing, assembly, fastening of materials, finishes to be used (paint, varnish, etc.), uses of supplies and tools, etc. Your project coach may be able to assist.

Attachments

If you are unable to attach items within this workbook, please put them in separate documents that you may send along with your workbook. Attachments might include such things as additional plans, drawings, diagrams, maps, and pictures that will help you carry out your project. They may also be helpful to your workers, your coach, the project beneficiary, and to your board of review. Drawings, if needed, should be to scale. If you are planning an event or activity, something like a program outline or a script would be appropriate.

Permits and Permissions

If you will need permissions or permits*, what is being done to obtain them, and when will they be issued?

* Could include building or electrical permits, dig permits, event permits, permission to access property, wilderness or back country permits, etc.

Work Processes

Attachments

Permits and Permissions

Materials





Final Plan Page C



Materials List each item, description, quantity, unit cost, total cost, and source. For donated items show value in cost columns. See example.

Plywood	3/4", 4'x8', B-C Interior grade	3	20.00	60.00	ABC Hardware Donation
Item	Description	Quantity	Unit Cost	Total Cost	Source
Total cost of materials:					

Supplies List each item, description, quantity, unit cost, total cost, and source. For donated items show value in cost columns. See example.

Plastic tarp	9' x 12', 2mil thick	2	4.00	8.00	ABC Hardware
Item	Description	Quantity	Unit Cost	Total Cost	Source
Total cost of supplies:					

Tools List tools and equipment that must be purchased or rented; with quantity, unit cost, total cost, source, and who will operate or use it. See example.

Circular power saw*	1	0.00	0.00	Mr. Smith	Mr. Smith
Tool	Quantity	Unit Cost	Total Cost	Source	Who will operate/use?
Total cost of tools:					

Other Needs List each item, description, quantity, unit cost, total cost, and source. For donated items, show value in cost columns. See example.

Printing	Marketing brochure	2000	0.01	20.00	ABC Hardware
Item	Description	Quantity	Unit Cost	Total Cost	Source
Total cost of other needs:					

Supplies

Tools

Other Needs

Expenses / Revenue





Final Plan Page D



Expenses

Item	Projected Cost
Total materials (from above)	
Total supplies (from above)	
Total tools (from above)	
Total other (from above)	
Total cost	

Revenue

Total to be raised: \$

Contribution from beneficiary: \$

Describe how you will get the money for your project. Include what any helpers will do to assist with the effort and also any requests you will make for donations of supplies, materials, etc.

Giving Leadership

Giving Leadership

Fill out the chart below, telling about specific jobs that need to be done, the skills needed to do them, whether they must be adults or may be youth, how many helpers are needed, and how many you have so far (if any). For example:

Work at car wash	Able to drive or wash cars	Adult drivers/supervisors, youth to wash	2 adults, 10 youth	1 adult, 5 youth
Job to Be Done	Skills Needed (if any)	Adult or Youth	Helpers Needed	Helpers So Far

What are your plans for briefing helpers, or making sure they know how to do what you want them to do?

What is your plan for communicating with your workers to make sure they know how to get to the site and where to park, that they will be on time and they will have with them what they need?

Logistics

How will the workers get to and from the place where the work will be done?

How will you transport materials, supplies, and tools to and from the site?

Logistics





Final Plan Page E



How will you assure the tools used are in good condition, that clearance and barriers needed between users are considered, and that the tools are properly used and stored?

How long will your helpers be working each day? (Recommend no more than eight hours per day)

How will the workers be fed?

Where will restrooms be located?

Safety

Will a first aid kit be needed for this project? If so, where will it be kept?

Will any hazardous materials or chemicals be used? If so, how will you see that they are properly handled?

List hazards you might face. These could include severe weather, wildlife, hazardous tools or equipment, overhead or underground utilities, sunburn, etc. What will you do to prevent problems? For example, "Hazardous tools will be operated by adults only."

Potential Hazard	What will you do to prevent problems?

How do you plan to communicate these safety issues and hazards to your helpers?

What personal protective equipment or supplies may be needed? (For example, gloves, goggles, hardhats, etc.)

When will you hold a safety briefing? Who will conduct it?

Who will be your first-aid specialist?

How may emergency vehicles access the site?

Safety

Potential Hazard

Contingency Plans

Comments From Your Coach About Your Final Plan





Planning Summary



- The more planning and attention to detail you do at the beginning will help your project come together in the end
- Describe your project so **you** understand what needs to be done at every step
- Your plan should be in sufficient enough detail so that:
 - **You** and the **beneficiary** understand what is being done
 - **You** can explain it to everyone else
 - **Your** project will be successful on the planned day





Conducting The Project



- The Eagle candidate must **be the project leader**
- The project is about **leadership** and **service to others**
- Make sure **others are involved** so you demonstrate leadership
- Don't let **adults** be too helpful – have everyone provide suggestions and comments to you for decisions
- Take note of **changes** from your original plan
- Work on the **project is complete** when:
 1. The work is finished
 2. The excess materials, supplies and tools have been cleared from the site, as applicable
 3. Scout and beneficiary agree it is complete.
- Enter the **completion date** on the first page of the Project Report section of your workbook and on the Eagle Scout Rank Application at Requirement 5

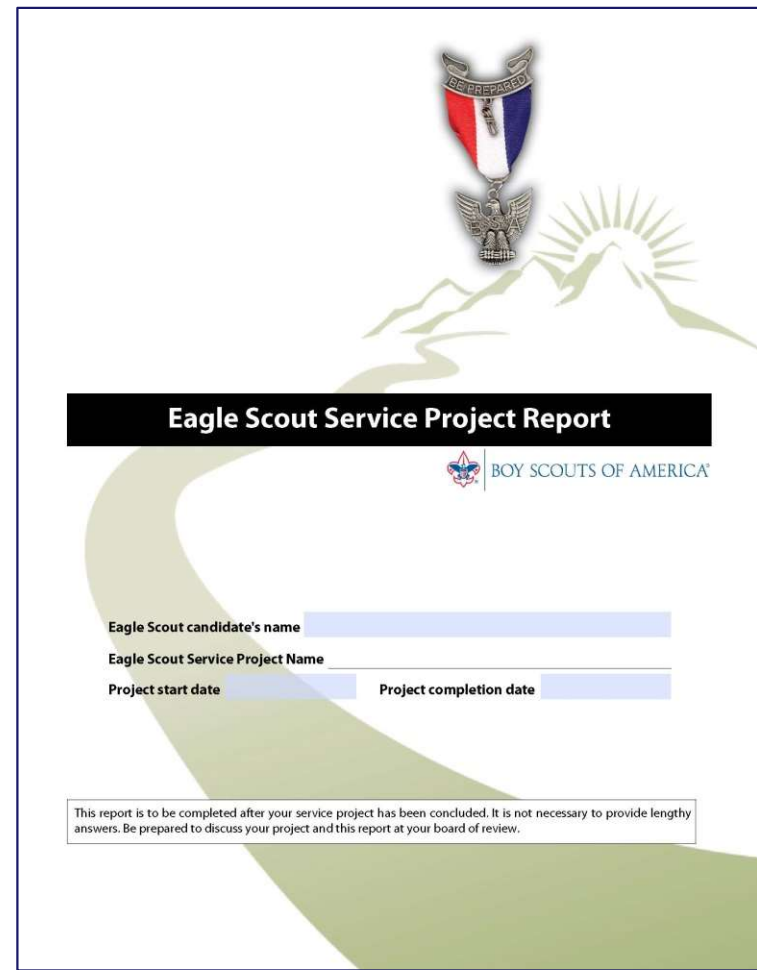




Project Changes

- **Many successful projects require changes from the original proposal. If changes are major, it is important to confirm they are acceptable to the beneficiary and BSA.**
- **If any major change occurs in the project notify the project proposal approvers immediately, “...to be sure you [and the project] still are approved and have a chance of passing the board of review.”**





The form features the Eagle Scout emblem at the top center, which includes a shield with red, white, and blue stripes and a banner that reads "BE PREPARED". Below the emblem is a stylized mountain range with a sun rising behind the peaks. A thick, light green path winds from the bottom left towards the mountains. The title "Eagle Scout Service Project Report" is centered in a black box. Below the title is the Boy Scouts of America logo and name. The form includes three input fields: "Eagle Scout candidate's name", "Eagle Scout Service Project Name", and "Project completion date". The "Project start date" label is positioned to the left of the "Project completion date" field. A small text box at the bottom of the form contains the following text: "This report is to be completed 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 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 completed 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.

PROJECT REPORT





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 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 Execution:

Project Description

Observations

Changes





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 - Planning Hours	1	
The Eagle Scout Candidate - Execution Hours	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.

Leadership

What was:

- Most Difficult
- Most Rewarding

What did you learn about Leadership...

Materials, Supplies, Tools, Other

Entering Service Project Data

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





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.

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

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

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

Signature	Date

Approvals

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

Beneficiary name:	Unit leader name:
Signature	Signature
Date	Date

Funding

Photos and Other Documents

Candidate's Promise

Completion Approvals

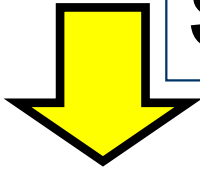




Project Report Page C

Definitely!!

Scout



Sign below before you seek the other approvals.

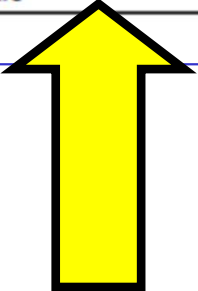
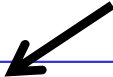
Candidate's Promise *Sign below before you seek the other approvals.*

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

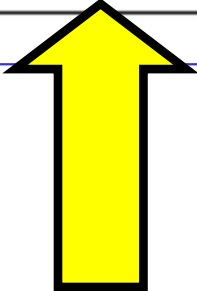
<input type="text"/>	
Signature	Date

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

Beneficiary name:	<input type="text"/>	Unit leader name:	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Signature	Date	Signature	Date



Beneficiary



Unit Leader





Final Project Approval



- **Board of Review members are the final approval authority that the project was properly carried out and meets standards**
- **The following must be answered:**
 - **In what ways did you demonstrate leadership of others?**
 - **Give examples of how you directed the project rather than doing the work yourself**
 - **In what way did the group benefit from the project?**
 - **Did the project follow the plan - changes?**
 - **If changes were made, explain why the changes were necessary**



EAGLE SCOUT RANK APPLICATION (ESRA)





Eagle Scout Rank Application



EAGLE SCOUT RANK APPLICATION

TO THE EAGLE SCOUT RANK APPLICANT. This application is to be submitted after you have completed all requirements for the Eagle Scout rank. Print in ink or type all information. List the month, day, and year for all dates. When using computer data books, list the date July 8, 2020, as 07 (for July) 08 (for day) 20 (for year). When you have completed this application, sign it and submit it to your unit leader.

COUNCIL MUST COMPLETE	
COUNCIL NO.	TYPE OF UNIT
REGION	UNIT NO.
C O N S W	
PIU NO. (REQUIRED)	
POSTHUMOUS: <input type="checkbox"/>	

MALE FEMALE

Month Day Year

Yes No
 Yes No
 Yes No
 Yes No

FULL LEGAL NAME (Use abbreviations if necessary; must fit within 30 characters, including spaces and punctuation.)

Street address or P.O. box _____

City, state, zip _____

Telephone (including area code) _____ Email _____

Troop, crew, ship, or Lone Scout Unit No. _____

Unit city, state, zip _____

Date joined Scouts BSA _____

Date joined a Varsity Scout team _____

Date joined a Venturing crew _____

Date joined a Sea Scout ship _____

Date of First Class Scout board of review _____

Date of Star Scout board of review _____

AGE REQUIREMENT ELIGIBILITY. Merit badges, badges of rank, and Eagle Palms may only be earned by registered Scouts, and qualified Venturers and Sea Scouts. They may earn these awards until their 18th birthday. Any Venturer or Sea Scout who achieved the First Class rank in a Scout troop or as a Lone Scout may continue working for the Star Life, and Eagle Scout ranks and Eagle Palms while registered as a Venturer or Sea Scout up to their 18th birthday. Scouts, Venturers, and Sea Scouts who have completed all requirements prior to their 18th birthday may be reviewed within three months after that date with no explanation. Refer to the Guide to Advancement, No. 33086, section 8.0.3.1, for boards of review to be held up to 24 months after the 18th birthday.

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

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

Date of birth _____

Date of Life Scout board of review _____

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

Name	Address	Telephone	Email
Parents/guardians			
Religious			
Educational			
Employer (if any)			
Two other references			

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 ENVIRONMENTAL SCIENCE OR SUSTAINABILITY			15		
2 CITIZENSHIP IN THE COMMUNITY			9 FIRST AID			16		
3 CITIZENSHIP IN THE NATION			10 SWIMMING OR HIKING OR CYCLING			17		
4 CITIZENSHIP IN THE WORLD			11 PERSONAL MANAGEMENT			18		
5 COMMUNICATION			12 PERSONAL FITNESS			19		
6 COOKING			13 FAMILY LIFE			20		
7 EMERGENCY PREPAREDNESS OR LIFESAVING			14			21		

*Cross out badges not earned. If a crossed-out badge in #7, #8, and #10 was earned, it may be reentered in 14 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).



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

Venturing crew: President, vice president, secretary, historian, den chief, treasurer, guide, quartermaster, chaplain aide, outdoor ethics guide
Sea Scout ship: Boatswain, boatswain's mate, purser, yeoman, storeroomkeeper, crew leader, media specialist, specialist, den chief, chaplain aide
Lone Scout: Leadership responsibility in your school, religious organization, or club, or elsewhere in your community

Position _____ FROM _____ TO _____

Position _____ FROM _____ TO _____

REQUIREMENT 5. While a Life Scout, plan, develop, and give leadership to others in a service project helpful to any religious institution, any school, or your community. (The project must benefit an organization other than the Boy Scouts of America.) A project proposal must be approved by the organization benefiting from the effort, your unit leader and unit committee, and the council or district before you start. You must use the Eagle Scout Service Project Workbook, No. 512-027, in meeting this requirement.

Project name: _____ Date project finished: _____

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

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

Date conference was held: _____

CERTIFICATION BY APPLICANT. On my honor as a Scout, Venturer, or Sea Scout all statements on this application are true and correct. All requirements, with the exception of my board of review, were completed prior to my 18th birthday. In preparation for your board of review, prepare and attach to your Eagle Scout Rank Application a statement of your ambitions and life purpose and a listing of positions held in your religious institution, school, camp, community, or other organizations, during which you demonstrated leadership skills. Include honors and awards received during this service.

Signature of applicant _____ Telephone _____ Date _____

*Or the date established by an extension of time granted by the National Council (see the Guide to Advancement, section 9.0.4.6.). The completion date does not apply to Scouts registered beyond the age of eligibility as provided for in the Guide to Advancement, section 10.0.0.0.

UNIT APPROVAL (personal signatures required)

Signature of unit leader _____ Telephone _____ Date _____

Signature of unit committee chair _____ Telephone _____ Date _____

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

Signed _____ Position _____ Date _____

REQUIREMENT 7. Successfully complete your board of review for the Eagle Scout rank.

The applicant appeared before the Eagle Scout board of review on this date, and this application was approved. Date _____

Signature of eagle scout board of review chair _____ Signature of council/district board representative (if applicable) _____

I certify that all procedures, as outlined in the Guide to Advancement, have been followed. I approve this application.

Scout executive _____ Date _____

Presentation of the rank may not be made until the Eagle Scout credentials are received by the BSA local council.

NATIONAL EAGLE SCOUT ASSOCIATION. As an Eagle Scout, you may now join the National Eagle Scout Association, a fellowship of the top achievers of the Boy Scouts of America. Join TODAY at www.NESA.org.

NESA membership fees go toward the production of the award-winning quarterly Eagle's Call, networking opportunities for Eagle Scouts, and support of NESA's many programs such as providing college scholarships.

Lifetime NESA members are eligible to purchase the NESA life member square knot at their local Scout shops. It is the same as the Eagle Scout knot, but with a silver border, and it replaces the Eagle square knot on the uniform.

Please use the most current application found at www.scouting.org/media/forms.aspx.





ESRA Personal Information



EAGLE SCOUT RANK APPLICATION

TO THE EAGLE SCOUT RANK APPLICANT. This application is to be submitted after you have completed all requirements for the Eagle Scout rank. **Print in ink or type all information. List the month, day, and year for all dates.** When using computer date blocks, list the date: July 8, 2013, as 07 (for July) 08 (for day) 13 (for year). When you have completed this application, sign it and submit it to your unit leader.

FOR COUNCIL USE ONLY	
COUNCIL NO.	TYPE OF UNIT
REGION C, N, S, W <input type="radio"/> <input type="radio"/> <input type="radio"/> <input type="radio"/>	NATIONAL NO.
PID NO. (REQUIRED)	
POSTHUMOUS: <input type="radio"/>	

FULL LEGAL NAME (Use abbreviations if necessary; must fit within 30 characters, including spaces and punctuation.)

E	a	g	l	e		S	c	o	u	t		N	a	m	e
---	---	---	---	---	--	---	---	---	---	---	--	---	---	---	---

1 Eagle Scout Street

Street address or P. O. box

Rockville, MD 20817

City, state, zip

301-555-1234	joescout@gmail.com
---------------------	---------------------------

Telephone (Including area code)

Email

Troop	0461
--------------	-------------

Troop, team, crew, ship, or Lone Scout Unit No.

Bethesda, MD 20814

Unit city, state, zip

Date became a Boy Scout

Date became a Varsity Scout

Date became a Venturer/Sea Scout

Date of First Class Scout board of review

Date of Star Scout board of review

Were you a Cub Scout?

Yes No

Were you a Webelos Scout?

Yes No

Did you earn the Arrow of Light Award?

Yes No

Had you completed fifth grade upon joining?

Yes No

Month	Day	Year

- Use your legal name – no nicknames
- Spell out all words especially POR on the application except for State





Date Became A Boy Scout



- Verify the **date you joined the Troop**
 - If in a crew, ship, or team you must have earned First Class as a Boy Scout in a troop
 - **NOTE:** This is important because you are not allowed to earn merit badges unless you are a registered scout.

	Month		Day		Year	
Date became a Boy Scout	0	5	0	5	0	2
Date became a Varsity Scout						
Date became a Venturer/Sea Scout						
Date of First Class Scout board of review						
Date of Star Scout board of review						
Were you a Cub Scout?					<input type="checkbox"/> Yes	<input type="checkbox"/> No
Were you a Webelos Scout?					<input type="checkbox"/> Yes	<input type="checkbox"/> No
Did you earn the Arrow of Light Award?					<input type="checkbox"/> Yes	<input type="checkbox"/> No
Had you completed fifth grade upon joining?					<input type="checkbox"/> Yes	<input type="checkbox"/> No





Board of Review Dates

- **Verify the Dates of Rank (BOR) for First Class, Star, and Life Scout by using the **Member Summary Report from Internet Advancement****

	Month		Day		Year	
Date became a Boy Scout						
Date became a Varsity Scout						
Date became a Venturer/Sea Scout						
Date of First Class Scout board of review	0	1	1	8	0	4
Date of Star Scout board of review	0	5	2	3	0	4
Were you a Cub Scout?					<input type="checkbox"/> Yes	<input type="checkbox"/> No
Were you a Webelos Scout?					<input type="checkbox"/> Yes	<input type="checkbox"/> No
Did you earn the Arrow of Light Award?					<input type="checkbox"/> Yes	<input type="checkbox"/> No
Had you completed fifth grade upon joining?					<input type="checkbox"/> Yes	<input type="checkbox"/> No





ESRA – Requirement 1



- Requirement: **Be active in your troop, team, crew, or ship for a period of at least six months after you have achieved the rank of Life Scout**
- Instructions: **To ensure completion, calculate difference between Life Scout Board of Review date and Eagle Scout Board of Review date**

A Scout, Venturer, or Sea Scout with a disability may work toward rank advancement after he is 18 years of age if he meets the criteria for registration beyond the age of eligibility. See the *Guide to Advancement*, section 10.0.0.0, for details.

REQUIREMENT 1. Be active in your troop, team, crew, or ship for a period of at least six months after you have achieved the rank of Life Scout.

Date of birth

Month	Day	Year		

Date of Life Scout board of review

0	7	3	0	0	6
Month	Day	Year			





ESRA – Requirement 2



- Requirement: **Demonstrate that you live by the principles of the Scout Oath and 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
- Instructions: **All lines must be filled in** – special instructions for religious, educational, and employer (see ESPG)

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>301-555-1952</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>





Letters of Recommendation



- Responses should deal with the Scouts character fitness and qualifications to be an Eagle Scout
- Sealed and unopened letters are provided to the designated person
- Letters are only viewed by members of the EBOR
- Letters are not returned to the Scout or the unit leader





ESRA – Requirement 3



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

MERIT BADGE	DATE EARNED	UNIT NO.	MERIT BADGE	DATE EARNED	UNIT NO.	MERIT BADGE	DATE EARNED	UNIT NO.
1 CAMPING	033107	461	*8 ENVIRONMENTAL SCIENCE OR SUSTAINABILITY		461	15		
2 CITIZENSHIP IN THE COMMUNITY			9 FIRST AID			16		
3 CITIZENSHIP IN THE NATION			*10 CYCLING OR HIKING OR SWIMMING			17		
4 CITIZENSHIP IN THE WORLD			11 PERSONAL MANAGEMENT			18		
5 COMMUNICATION			12 PERSONAL FITNESS			19		
6 COOKING			13 FAMILY LIFE			20		
*7 EMERGENCY PREPAREDNESS OR LIFESAVING		773	14 Mammal Study	072504	461	21		

*Cross out badges not earned. If a crossed-out badge was earned, it may be reentered in 14 through 21.
Four of these required merit badges were earned for the Star Scout rank and three more were earned for the Life Scout rank.

- **Cross out the Eagle required MBs you are not using as the MB for this rank**
- **List optional MBs in the order earned starting from the earliest**





ESRA – Requirement 4



- **Requirement:** While a Life Scout, serve actively for a period of six months in one or more of the following positions of responsibility. List only those positions served after the Life board of review date.
- **Instructions:**
 - The six months do not have to be consecutive
 - Time does not have to be just prior to your application for Eagle
 - **If one position meets 6-months, only list one;** if not, list two
 - **Spell out position; no abbreviations**

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

Boy Scout troop. Patrol leader, assistant senior patrol leader, senior patrol leader, Venture patrol leader, troop guide, Order of the Arrow troop representative, den chief, scribe, librarian, historian, quartermaster, junior assistant Scoutmaster, chaplain aide, instructor, Webmaster, Leave No Trace trainer

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, Leave No Trace trainer

Venturing crew/ship. President, vice president, secretary, treasurer, quartermaster, historian, den chief, guide, boatswain, boatswain's mate, yeoman, purser, storekeeper, Webmaster, Leave No Trace trainer

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

Position **Troop Quartermaster (3 months)**

Position **Patrol Leader (8 months)**

Date of Life Scout board of review **0 7 3 0 0 6**
Month Day Year

FROM **0 7 3 0 0 6**
Month Day Year

TO **0 3 1 1 0 7**
Month Day Year

FROM **1 0 1 8 0 7**
Month Day Year

TO **0 6 2 1 0 8**
Month Day Year





ESRA – Requirement 5



- **Requirement:** 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.
- **Instructions:** Use up to 50 characters
 - Enter benefiting organization and what was done
 - **Grand total of hours: Use whole numbers only - No decimals or fractions.**
 - 72 Hours and 37 minutes = 73
 - **Date Project Finished:** Enter when the work was done

REQUIREMENT 5. While a Life Scout, plan, develop, and give leadership to others in a service project helpful to any religious institution, any school, or your community. (The project must benefit an organization other than Boy Scouting.) A project proposal must be approved by the organization benefiting from the effort, your unit leader and unit committee, and the council or district before you start. You must use the *Eagle Scout Service Project Workbook*, No. 512-927, in meeting this requirement.

Project name: **Built Arena Benches for Local School**

Date project finished

0	3	0	1	0	7
Month		Day		Year	

Grand total of hours: **73** (from *Eagle Scout Service Project Workbook*—for statistical purposes only)





ESRA – Requirement 6



- Requirement: **Take part in a unit leader conference**
 - e.g., Scoutmaster, Coach, Advisor, or Skipper
- Instructions:
 - **This date must be before your 18th birthday**
 - **Doesn't need to be the last completed requirement**

REQUIREMENT 6. Take part in a unit leader conference.

Date conference was held

Month		Day		Year	





ESRA – Requirement 7



- **Requirement: Successfully complete an Eagle Scout board of review. 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.**





Certification by Applicant



- “On my honor as a Boy Scout, Varsity Scout, Venturer, or Sea Scout, all statements on this application are true and correct. All requirements, with the exception of my board of review, were completed prior to my 18th birthday”.
- **Scout should sign before** the Unit Leader and Committee Chair signatures

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

Signature of applicant

Telephone

Date

Month	Day	Year			

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





Unit Approval



- **These signatures indicate the Unit Leader and Unit Committee Chair have made every effort to verify the accuracy of the information**
- **All three signatures (Scout, Unit Leader, Unit Committed Chair) must be on the application before conducting the verification process with the DER and Eagle Board of Review**

UNIT APPROVAL (personal signatures required)

Signature of unit leader Telephone Date
Scoutmaster, Coach, Advisor, or Skipper Month Day Year

Signature of unit committee chair Telephone Date
Month Day Year





ESRA Verification

Plan on this being a face-to-face meeting

- **Meet with District Eagle Representative (DER) for administrative review of completed Eagle Scout Rank Application**
- **Verifies completeness and accuracy of information listed on ESRA against Internet Advancement**
 - **A unit-provided hard copy of the Scout's Internet Advancement Member Summary Report is required during the verification**
- **DER signature provides Council Approval of the ESRA. Eagle Board can be planned and scheduled upon this signature.**

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

Signed

Position

Date

Month		Day		Year	





Member Summary Report



Internet Advancement - Member Unit Advancement Summary

Page 1 of 2

Member Unit Advancement Summary Boy Scouts of America

This summary of youth member ranks, merit badges, and awards only shows those items that are currently in the member records for this unit. Advancement that has not yet been submitted to the council will not appear. When awards are submitted they will not appear immediately on this summary. Please log in as a Returning User at a later time.

Unit: Troop [redacted]
Chartered Organization: [redacted]

District: [redacted]
Council: National Capital Area Council
Unit Expire Date: 01/31/2014

Advancement Processor: Richard Kessel

Report Date: Nov 2 2013 [redacted]

For Member ID: [redacted]

Member Name	Date Earned	Rank
Julian [redacted]	06/30/2007	Scout
Julian [redacted]	11/13/2008	Tenderfoot
Julian [redacted]	12/11/2008	Second Class
Julian [redacted]	03/18/2010	First Class
Julian [redacted]	09/16/2010	Star
Julian [redacted]	09/28/2011	Life

Member Name	Date Earned	Merit Badge
Julian [redacted]	07/04/2008	Archery
Julian [redacted]	07/06/2007	Art
Julian [redacted]	07/06/2007	Basketry
Julian [redacted]	09/13/2011	Camping*
Julian [redacted]	07/20/2012	Citizenship in the Community*
Julian [redacted]	03/10/2012	Citizenship in the Nation*
Julian [redacted]	07/09/2010	Citizenship in the World*
Julian [redacted]	10/16/2011	Communications*
Julian [redacted]	07/04/2008	Environmental Science*
Julian [redacted]	04/05/2011	Family Life*
Julian [redacted]	02/16/2008	Fingerprinting
Julian [redacted]	07/03/2008	First Aid*
Julian [redacted]	06/29/2012	Geocaching
Julian [redacted]	03/15/2008	Geology
Julian [redacted]	06/29/2012	Kayaking
Julian [redacted]	05/01/2008	Law
Julian [redacted]	07/06/2007	Leatherwork
Julian [redacted]	07/09/2010	Lifesaving*
Julian [redacted]	07/06/2007	Mammal Study

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Unit Information

Ranks

Merit Badges

This is not the Individual History Report from Troopmaster





Eagle Board of Review Mechanics



- Eagle boards are typically 30 to 45-minutes in length
- Conducted as a discussion of the Scout's values and beliefs
 - May address leadership, Scouting, current events, goals, life purpose, community, service project, etc.
- The decision of the Board **must be unanimous**
 - All members have an equal vote

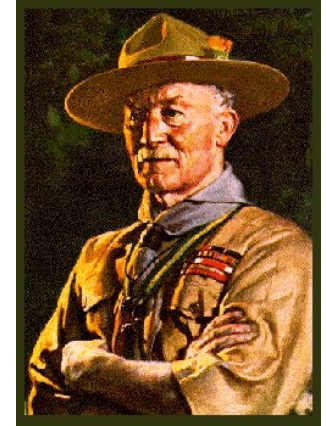




How to Request a DER

- Go to the Sully District Eagle Candidate app at <https://morning-wave-6812.herokuapp.com> and fill out the information requested.
- Send an email to Mr. Ron Campbell, Sully District Advancement Chair at rcbulldogdad@aol.com, if you have any issues with the app.





Any Additional Questions?

THANK YOU

For a Copy of This Presentation; Send an Email to
rcbulldogdad@aol.com

Remember YPT Requirement to Have 2 Adults
on email

