



Eagle Candidate Quick Check List



Eagle Application

- Scout** downloads Application found on <http://www.scouting.org/advancement.aspx> and read it. Must be completed except for Eagle Board of Review (EBOR) before 18th Birthday.
- With **Unit Advancement Chair's (UAC)** help fill in all the dates for ranks and merit badges.
- Req 2. - **Scout** will assist in notifying all individuals listed as references and have the letters of recommendation sent directly to the UAC. They should remain sealed until the EBOR.
- Req 6. -Participate in a **unit leader** conference. Have the Scoutmaster (SM) or Coach and Unit Committee Chair sign the Eagle application for the Unit Approval.
- Req 7 – **Scout** completes the Life Ambitions Statement, and List of Awards, Honors, and Leadership Positions in and out of Scouting and attach it to the application for the EBOR.
- UAC** will need to arrange for Eagle Rank Application Form to be taken to the **Council Service Center** to be verified and signed prior to scheduling of the Board of Review
- UAC** appoints the EBOR Chair who schedules EBOR with the District Advancement Chair (**DAC**). The EBOR Chair will ensure there are 3-6 members of the EBOR. The DAC and/or a DAC appointed Rep. will be an EBOR member.
- UAC** notifies EBOR members of EBOR date, time and location.
- Scout** will place the Eagle application and attachments in the Eagle Workbook binder for the EBOR.
- SM** presents Eagle Candidate to the EBOR and brings the sealed Letters of recommendation. It is recommended that the scout wears his full Class A uniform and bring his Boy Scout Handbook.
- DAC** obtains all signatures of EBOR
- UAC** submits to the Council Service Center the completed Application, Life Ambitions Statement and Awards, Letters of References, and Project Workbook.
- After approved by Council/National, **troop** schedules Eagle Court of Honor.

Eagle Project Req 5 of Application

- Scout** downloads Project Workbook found at <http://www.scouting.org/advancement.aspx> and read it. Typed Workbooks are recommended so they are readable.
- The **Scout** decides on his project. **Eagle Coach/Scoutmaster(SM)**, provides advice on what service projects can qualify as Eagle Projects, and help narrow down the project.
- Scout** contacts Proposed Beneficiary to determine suitability.
- Projects that consist of routine labor, are of a commercial nature, are fundraising only projects, or benefits Scouting are not suitable as Eagle Service projects.
- Projects should be meaningful to a church, school, or community and show leadership. It cannot benefit scouting or an individual.
- Scout** completes of the **Project Proposal** and sign it, then get signatures from **Beneficiary; SM; Unit Committee;** and lastly the **District Advancement Chairman (DAC)** prior to performing project.
- Complete the **Project Plan**. Discuss with your **SM/Coach** and beneficiary your planning ideas so they can advise you which will assist you in leading a successful project. No signatures required. This will help prepare for the project in more detail.
- If required, complete Fundraising Application. - Get signatures from **Beneficiary, SM,** and lastly the **DAC** prior to performing project or Fundraising Activity. Bake sales and car washes do not require fundraising applications. Contracts cannot bind local councils, BSA or charter organizations.
- Scout** properly plan, develop, and lead the Eagle service project. Keep track of Volunteers, Cost, Materials, and Hours. Ensure there are appropriate Scouts and Adults ratio and adults are supervising power tools.
- Scout** completes the **Project Report** and signs it. Provide before, during and after pictures. Reports require signatures of the **Beneficiary** and **SM**. This will assist the EBOR to understand your project and ensure that you fulfilled your Eagle Scout Project.
- It is recommended that the **Scout** puts all information neatly in a binder. This will allow the EBOR to easily access all information.
- More information can be found in the Guide to Advancement and online at myscouting.org.