

## Troop 29 Checklist for Review and Approval of Eagle Scout Service Projects\*

*\*Based on Eagle Scout Service Project Workbook No. 512-927 dated October 2015*

Step	Description	Approval
0	<p><b>DO NOT BEGIN PROJECT EXECUTION PHASE (STEP 5) UNTIL THE PROJECT PROPOSAL IS SIGNED BY ALL REQUIRED PARTIES.</b></p> <p>Starting the Project prior to approval will completely invalidate the project.</p> <p>Obtain latest copy of the Eagle Scout Service Project Workbook from the BSA Website (<a href="http://www.scouting.org">www.scouting.org</a>)</p>	
1	<p><b>Scout presents the concept for the Eagle Service Project to the Troop Committee Chairman</b></p> <p>Contact Scott Stuff: (mobile) 501-940-0549 or <a href="mailto:sastuff@sbcglobal.net">sastuff@sbcglobal.net</a></p> <p>Committee Chairman will ask Scout to complete the <b>Eagle Scout Service Project Proposal</b> workbook through Proposal Page E.</p> <p>Scout reviews and discusses the completed DRAFT workbook with Committee Chairman.</p> <p><b>If not approved</b>, Scout must present revised draft(s) to the Committee Chairman.</p> <p><b>If approved</b>, Committee Chairman will ask Scout to review Project Proposal with the Scoutmaster.</p>	
2	<p><b>Scout presents Draft of the Eagle Scout Service Project Proposal workbook to the Scoutmaster</b></p> <p>Contact Alan Hughes: (mobile) 501-590-4051 or <a href="mailto:ahughes27@comcast.net">ahughes27@comcast.net</a></p> <p><b>If not approved</b>, Scout must present revised draft(s) to the Scoutmaster</p> <p><b>If approved</b>, Scoutmaster will sign Page E of the Eagle Scout Service Project Proposal workbook.</p> <p>Scout proceeds with a meeting with the Troop Committee and Adult Leaders, typically 3 or more members.</p>	
3	<p><b>Scout presents the Eagle Scout Service Project Proposal to the Troop Committee</b></p> <p>Contact Scott Stuff: (mobile) 501-940-0549 or <a href="mailto:sastuff@sbcglobal.net">sastuff@sbcglobal.net</a> to assist in setting up the meeting.</p> <p><b>If not approved</b>, Scout must present revised Workbook to the Troop Committee</p> <p><b>If approved</b>, Committee Chairman or Committee Member will sign Page E of Project Proposal workbook</p> <p>Scout proceeds to step 4</p>	
4	<p><b>Scout presents the Eagle Scout Service Project Proposal to the Group Benefiting from the project</b></p> <p>Contact a representative of the Group Benefiting from the project</p> <p>Group Benefitting Representative will sign on Page E of the Eagle Scout Project Propoisal workbook</p> <p>Scout proceeds to step 5</p>	
5	<p><b>Scout places phone call to the District Advancement Chairman for approval to begin the Service Project</b></p> <p>District Advancement Chair: Ken Holmes (mobile) 501-416-9511 e-mail: <a href="mailto:Ken.Holmes623@yahoo.com">Ken.Holmes623@yahoo.com</a></p> <ol style="list-style-type: none"> <li>1. Upon successful review, the District Chairman will assign a District Advancement Committee Member</li> <li>2. The District Committee Member will be the primary contact for the Scout.</li> <li>3. Any process questions may still be referred to the District Advancement Chair if needed.</li> </ol> <p>Scout will need to be prepared to discuss:</p> <ol style="list-style-type: none"> <li>1. How did you pick the project?</li> <li>2. What are you proposing to do for the project?</li> <li>3. How will you demonstrate leadership during this project?</li> <li>4. What scout skills are being put to use on this project?</li> </ol> <p><b>If not approved</b>, Scout must address concerns and set up another phone call / meeting</p> <p><b>If approved</b>, Council or District Representative will sign Page E of project workbook</p> <p><b>NOTE: Scout may only proceed with completing the <i>Eagle Scout Service Project Plan</i> after all <i>Eagle Scout Service Project Proposal</i> Page E approval signatures are obtained. <u>Starting the Project Plan prior to Proposal approval will completely invalidate the project.</u></b></p>	
6	<p><b>Scout completes the detail project planning by completing the Eagle Scout Service Project Final Plan workbook. Obtain comments from your Project Coach if you have selected someone. Complete Eagle Scout Service Project Fundraising Application if required. Lead and complete Service Project.</b></p>	
7	<p><b>Scout completes the Eagle Scout Service Project Report. Scout presents completed Eagle Scout Service Project Report workbook to the Beneficiary Contact</b></p> <p><b>If approved</b>, Beneficiary will sign Page C of Eagle Scout Service Project Report workbook.</p>	
8	<p><b>Scout presents completed Service Project Workbook to the Scoutmaster (This is also a Scoutmaster Conference)</b></p> <p>Contact Alan Hughes: (mobile) 501-590-4051 or <a href="mailto:ahughes27@comcast.net">ahughes27@comcast.net</a></p> <p><b>If approved</b>, Scoutmaster will sign Page C of Eagle Scout Service Project Report workbook.</p>	
9	<p><b>Scout presents copy of completed, signed Service Project Workbook to the Advancement Coordinator so TroopMaster can be updated. The Scout discusses the Eagle Scout Application process with the Scoutmaster.</b></p> <p>Obtain the Eagle Scout Rank Application from the BSA Website (<a href="http://www.scouting.org">www.scouting.org</a>).</p> <p>Obtain Rank Advancement Dates, MB Dates, and POR Dates from the Council.</p> <p>Obtain at least two Letters of Recommendation - Note Requirement 2 on the Eagle Scout Rank Application.</p> <p>Complete ALL requirements on the Application - Note Requirement 7 on the Eagle Scout Rank Application.</p> <p>Reconcile ANY Council / TroopMaster differences with Troop 29 Advancement Chair.</p> <p>Obtain ALL signatures on the Eagle Scout Rank Application except the BOR Chair prior to the Eagle BOR.</p>	
10	<p><b>The Scout will contact his District Representative and schedule a Board of Review. The Scout is responsible for the Date, Time, Location, and Participants of the Board of Review.</b></p>	
11	<p><b>Board of Review - The District Representative will sign the Eagle Scout Rank Application as the Council/District Representative upon completion.</b></p>	
12	<p><b>Post Board - The Scout will ensure that the signed Eagle Scout Rank Application is returned to the Council Office for the Scout Executive signature. The Council will then forward to the National Scout Office to be officially filed.</b></p>	
<p style="text-align: center;"><b>A Troop 29 Eagle Court of Honor will be scheduled following notification by the National Scout Office.</b></p>		