

Helpful Hints for Eagle Candidates

Letters of Reference:

1. Select the names of the people you will ask for letters of reference according to the guidelines on the Eagle Scout Rank Application. (Scouts who do not have a job do not need an employer reference.)
2. Call these people to be sure they are willing to provide us with a reference for you as an Eagle candidate.
3. Find out to whom in your troop the letters of reference should be sent. This may be your Scoutmaster, the troop committee chairman, or some other designated adult.
4. We recommend you send a stamped, return envelope, addressed to the adult identified in #3. In the bottom left-hand corner of the envelope write: 1) **your name**, 2) **“Eagle Scout Character Reference Letter”**, and 3) **the name of the adult to whom the reference letter was sent**. DO NOT have the letters sent to the council or to you.
5. Put the name and address of the adult identified in #3 and your name on the reference form in the spaces provided; so if the envelope is misplaced, they will still have the mailing information.
6. Check with the adult identified in #3 periodically to see if he/she has at least five reference letters. You may have to call some of your references to remind them to mail them in a timely manner.
7. If you mail your request early, you will have time to request a reference from a different person if any of your requests do not come through. Do not put the names of the persons on your Eagle Scout Rank Application until you are sure which people have sent references to the adult identified in #3.

Eagle Service Project:

1. Read the instructions in the Life to Eagle packet carefully. Discuss your ideas for the Eagle service project with your Scoutmaster and the district advancement chairman and the project beneficiary before you write the project up. If you get a verbal OK from those who have to approve the project, you may save yourself a trip to the council office to get another workbook.
2. Two Eagle candidates may not get credit for the same project.
3. (Optional) Enlist a friend to photograph your project before, during, and after. You will have a nice record of the project, and you may want to submit some pictures with the workbook.

4. Selecting a Project:

One of the last requirements for the rank of Eagle Scout is the service project. Each of the merit badges earned by the Scout required him to take specific actions and demonstrate learned skills before it could be earned. The Eagle Service Project demands a different approach.

Selecting a project: While a Life Scout, **plan, develop, and give leadership** to others in a service project to any religious institution, school, or community. The project, of course, must conform to the wishes and regulations of those for whom the project is undertaken.

The Eagle Scout service project provides the opportunity for the Eagle Scout candidate to demonstrate the leadership skills he has learned in Scouting. He does the project outside the sphere of Scouting.

As a demonstration of leadership, the Scout must **plan** the work, **organize** the personnel needed, and **direct** the project to completion.

The Eagle service project is an individual matter; therefore, two Eagle candidates may not receive credit for the same project.

Service to others is important. Work involving council property or other BSA activities is not acceptable for an Eagle service project. The service project also may not be performed for a business or be of commercial nature or be a fundraiser. (Note: Fundraising is permitted only for securing materials or supplies needed to carry out the project.)

The project idea does not have to originate with the Scout; however, all of the planning must be the Scout's own. **ROUTINE LABOR, OR A JOB OR SERVICE NORMALLY RENDERED, SHOULD NOT BE CONSIDERED.** There is no minimum number of hours that must be spent on carrying out the project. The amount of time spent must be sufficient enough for the Scout to clearly demonstrate leadership skills.

An Eagle service project should be of significant magnitude to be special and should represent the candidate's best possible effort.

The *Eagle Service Project Workbook #18-927* must be used to meet this requirement.

The Scout must secure the prior approval of the project recipient, his unit leader, and unit committee. The project must be reviewed and approved by the district advancement committee or their designee to make sure that it meets the stated standards for Eagle Scout service projects before the project is started. This preapproval of the project does not mean that the Board of Review will approve the way the project was carried out.

5. The following questions must be answered in the Project Description and Planning Details report:

1. What is the project?
2. Who will benefit from this project?
3. How will they benefit from this project?
4. Explain how you expect to show leadership by completing this project.
5. What official from the group benefited will be contacted for guidance in planning the project?
6. What are the specific goals and objectives?
7. What materials/funds will be required for this project?
8. How will these materials/funds be acquired?
9. When do I plan to start/finish this project?
10. How many people will be recruited to carry out the project? (Estimate number of helpers and time to be spent by each)
11. What training is needed?

6. Carrying out the project:

After your Project Description and Planning Details have been approved for your Eagle service project, you may begin work on the project. Upon completion, you must submit a detailed report with your Eagle Scout Rank Application, including the following information:

1. What was the project?
2. Who suggested the project?
3. How did it benefit others?
4. Was the project of real value to the religious institution, school, or community group?
5. Who from the group benefiting from the project gave guidance?
6. Who from the group benefiting from the project may be contacted to verify the value of the project?
7. How well did you accomplish each of the project objective goals?
8. How much planning/development time did you spend on the project?
9. What were the dates and times for each of the project phases?
10. Who helped carry out the project and what did each one do? (name, job, hours)
11. How did you recruit, motivate, and supervise these people?
12. What training did you provide for these helpers?
13. Did you indeed direct the project rather than do all of the work yourself?
14. What materials were used and how were they acquired?
15. Did the project follow the plan, or were modifications needed to bring it to completion?
16. If changes were made, why were they made?
17. How did you demonstrate leadership of others?
18. What did you learn from this project?

Any additional material, such as photographs, sketches, letters, news articles, and/or samples, should be included in this report. All of this report will be returned to you, after notification from National BSA that you have been accepted as an Eagle Scout.