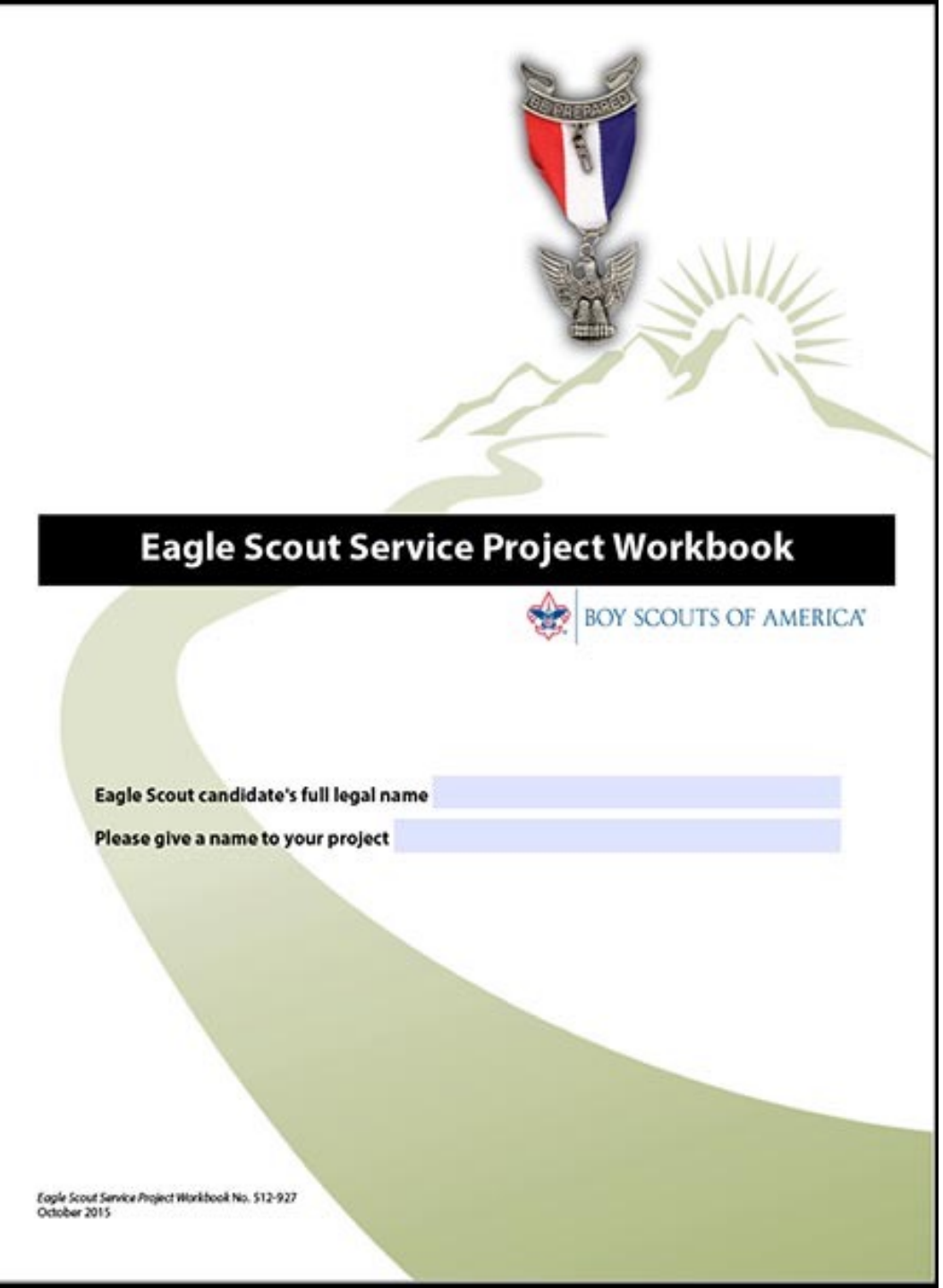


The Eagle Scout Service Project

Presented by: Angela Ellison

Objectives

- Will be able to state the requirements to start the process of an Eagle project
- Will know the guidelines for Eagle Projects
- Familiarize self with project workbook
- Will be aware of misconceptions and what to do when things don’t go as planned
- Will see examples of previous Eagle Projects

The Basics

The Who?

- Any scout who has complete Board of Review for Life rank
- Any scout not yet 18 years of age

The When?

- May begin project after approval by Gravois Trail Eagle Project approval team.
- This includes
  - Fundraising
  - Acquisition of supplies
  - Initiation of any parts of the project

The Project

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 Scoutmaster and unit committee, and the council or district before you start. You must use the Eagle Scout Service Project Workbook, BSA publication No. 512-927, in meeting this requirement. (To learn more about the Eagle Scout service project, see the Guide to Advancement, topics 9.0.2.0 through 9.0.2.16.) (See pages 418–419.)**

- https://www.scouting.org/wp-content/uploads/2022/09/2022-Eagle-rank.pdf

The Project Guidelines:

The project must demonstrate the scout's ability to:

- Lead
- Plan
- Delegate
- Prepare for the "unexpected"

Additional Guidelines

- No minimum Time
- No Maximum time
- Does NOT have to involve money or construction
- Is unique to the scout

Demonstrate Leadership

As a demonstration of leadership, the Scout must:

- Plan the work.
- Organize the personnel needed.
- Direct the project to its completion.
- The project should be community based.
- The project should be about service to others.
- There is NO requirement that a project must have lasting value.

Who Can Benefit?

Any Non-Profit Organizations

- United Way
- Church
- Social Agencies
- Schools
- Area Hospitals
- Veteran Associations
- Animal Associations
- Any non-profit of the youths choice

How to start?

Finding a project

- **Who do you want to help**
  - Reach out to a local organization and see what they need done
- **What do you want to do**
  - If you know what you want to do reach out to an appropriate organization and see if they need this project

Most importantly the Scout should be the one who chooses the project!!!!

How to start?

If you still can not find a project

- **Scouts can ask**
  - Scoutmaster
  - Leader of your church
  - Leader/teachers at school
  - Leaders in the Community
  - District Advancement chair
- **Scouts can go to Boy Scouts of America National Eagle Scout Association page**
  - Eagle Project Idea Generator
  - https://nesa.org/resources/trail-to-eagle/project-idea-generator/

I have a project. Now what?

Before Approval You Must Show:

The following tests can be met:

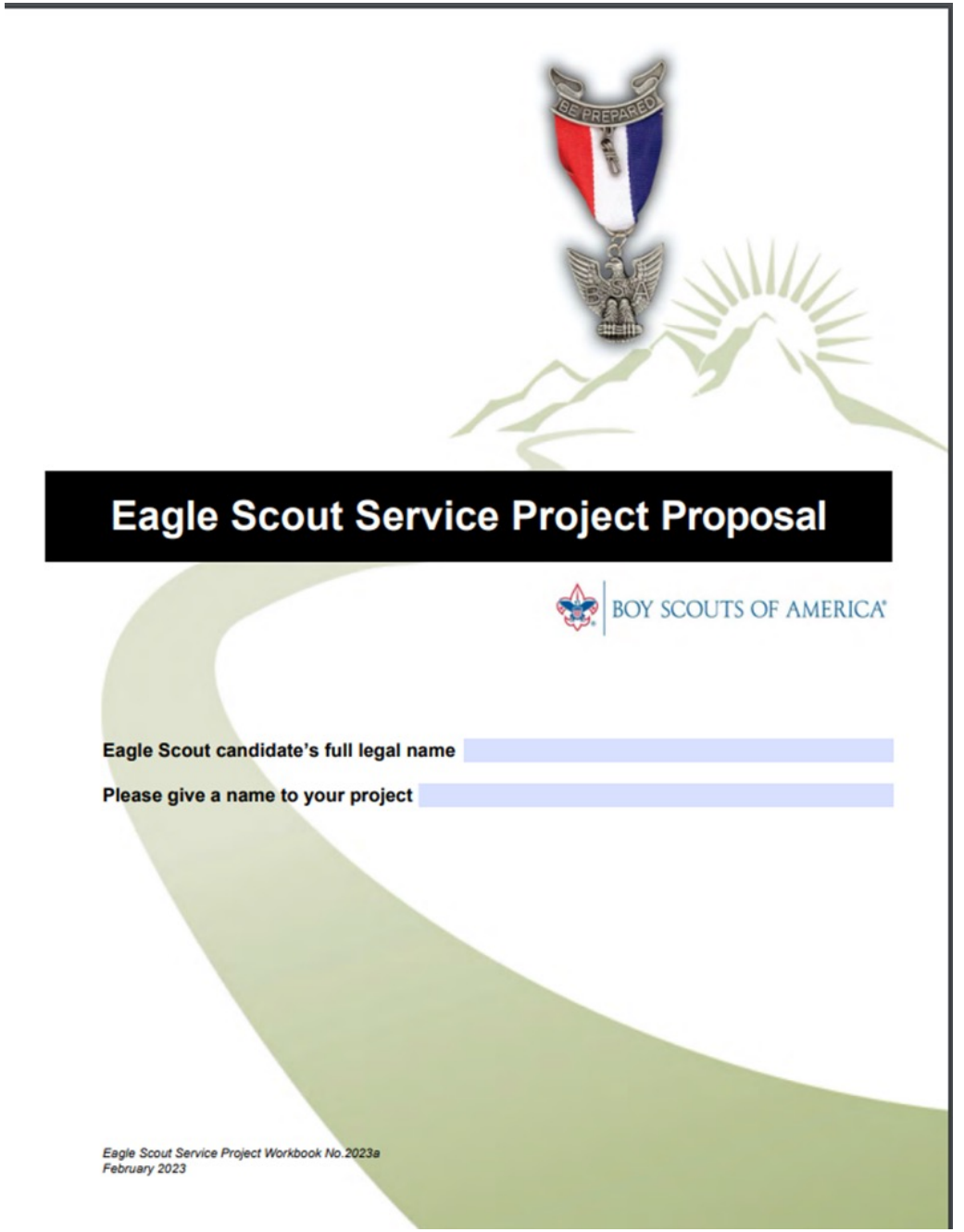
- It provides sufficient opportunity to meet the Eagle Scout service project requirement.
- It appears to be feasible.
- Safety issues will be addressed.
- Action steps for further detailed planning are included.
- You are on the right track with a reasonable chance for a positive experience.

The Project Workbook

Filling out the Project Workbook

- **You must use the latest version of the Eagle Scout Leadership Service Project Workbook**
  - https://www.scouting.org/wp-content/uploads/2023/01/EagleProjectWorkbook2023a.pdf

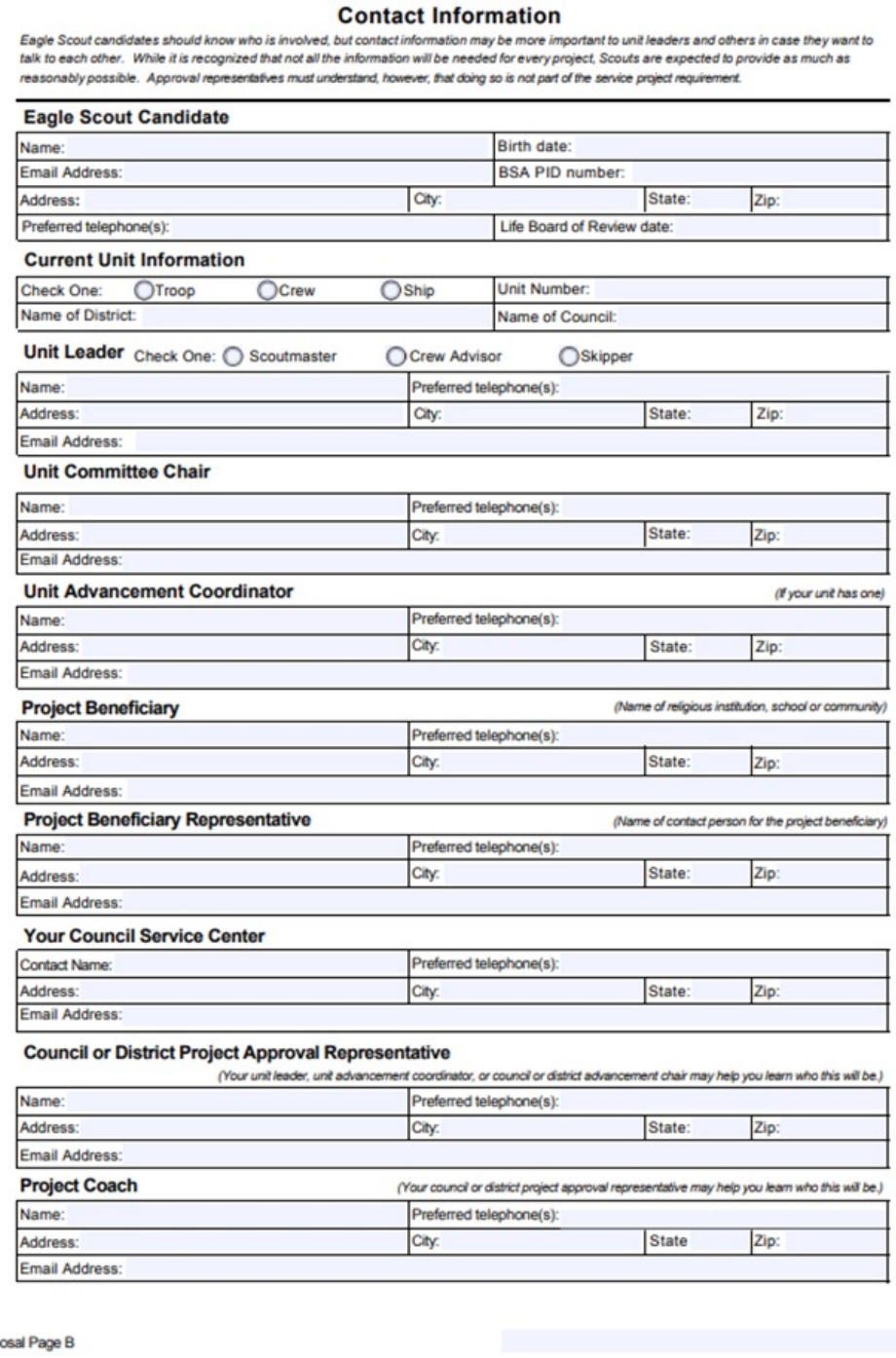
- **Prior to project review you will need to fill out ONLY the "Eagle Scout Service Project Proposal" section**
  - Section pages 7- 15 (proposal page A-H)
  - Should give a general guideline for the project



Eagle Scout Service Project Proposal

Page B

- **Fill out information on each section**
- **District Project Approval section**
  - Leave blank
- **Council Service Center for Gravois Trail**
  - Name: MacArthur Service Center
  - Address: 4568 West Pine Blvd., St. Louis, MO 63108
  - Phone: 314-256-3140



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:	City:	State:	Zip:
Email Address:			

Unit Committee Chair

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

Unit Advancement Coordinator *(If your unit has one)*

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

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

Name:	Preferred telephone(s):		
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.)*

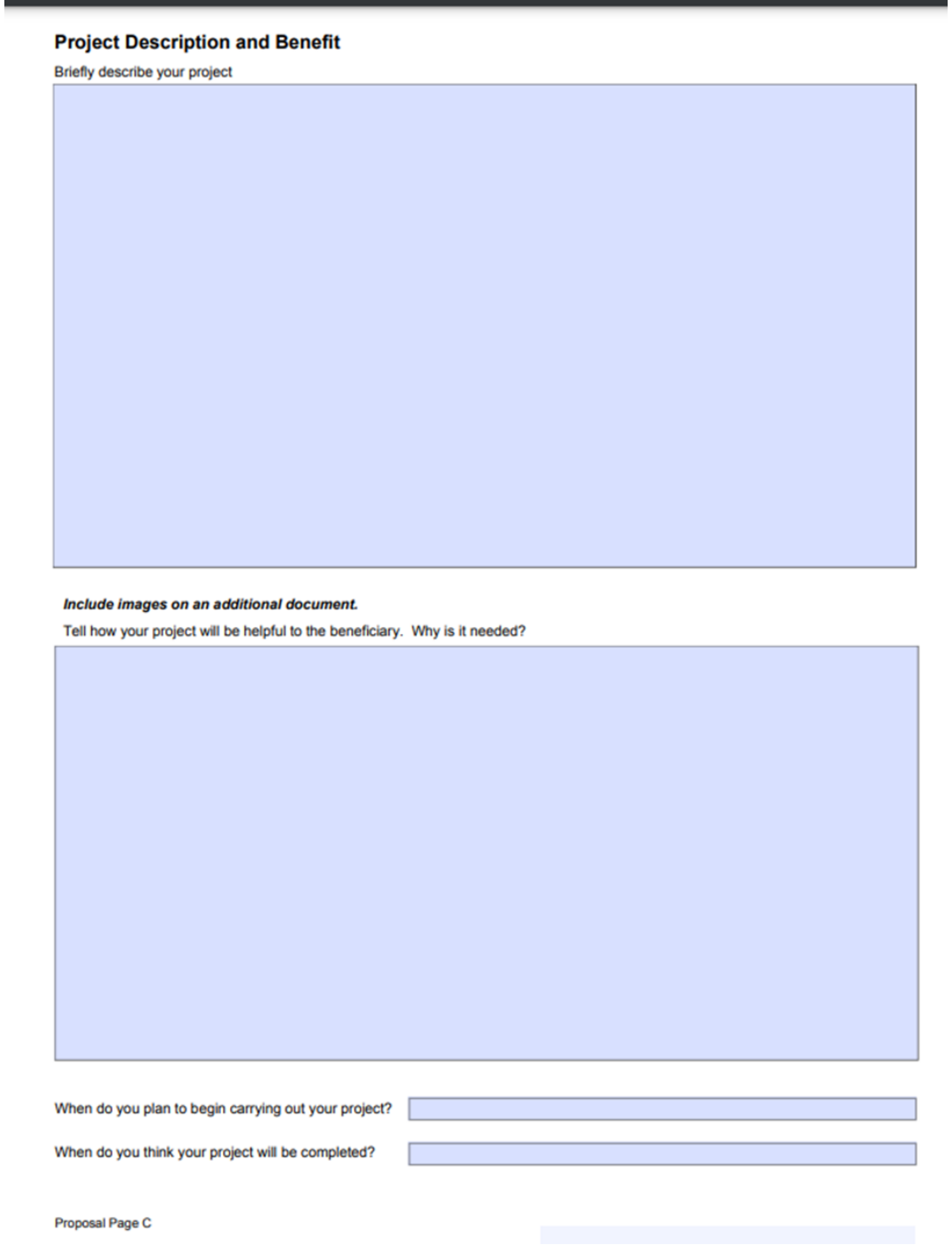
Name:	Preferred telephone(s):		
Address:	City:	State	Zip:
Email Address:			

Proposal Page B

Eagle Scout Service Project Proposal

Page C

- Give Brief Description of the project
- Tell how your project will be helpful to the beneficiary
- When do you plan to begin
  - *HINT: not until after approval*
- When do you think it will be done



Project Description and Benefit

Briefly describe your project

Include images on an additional document.

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

When do you plan to begin carrying out your project?

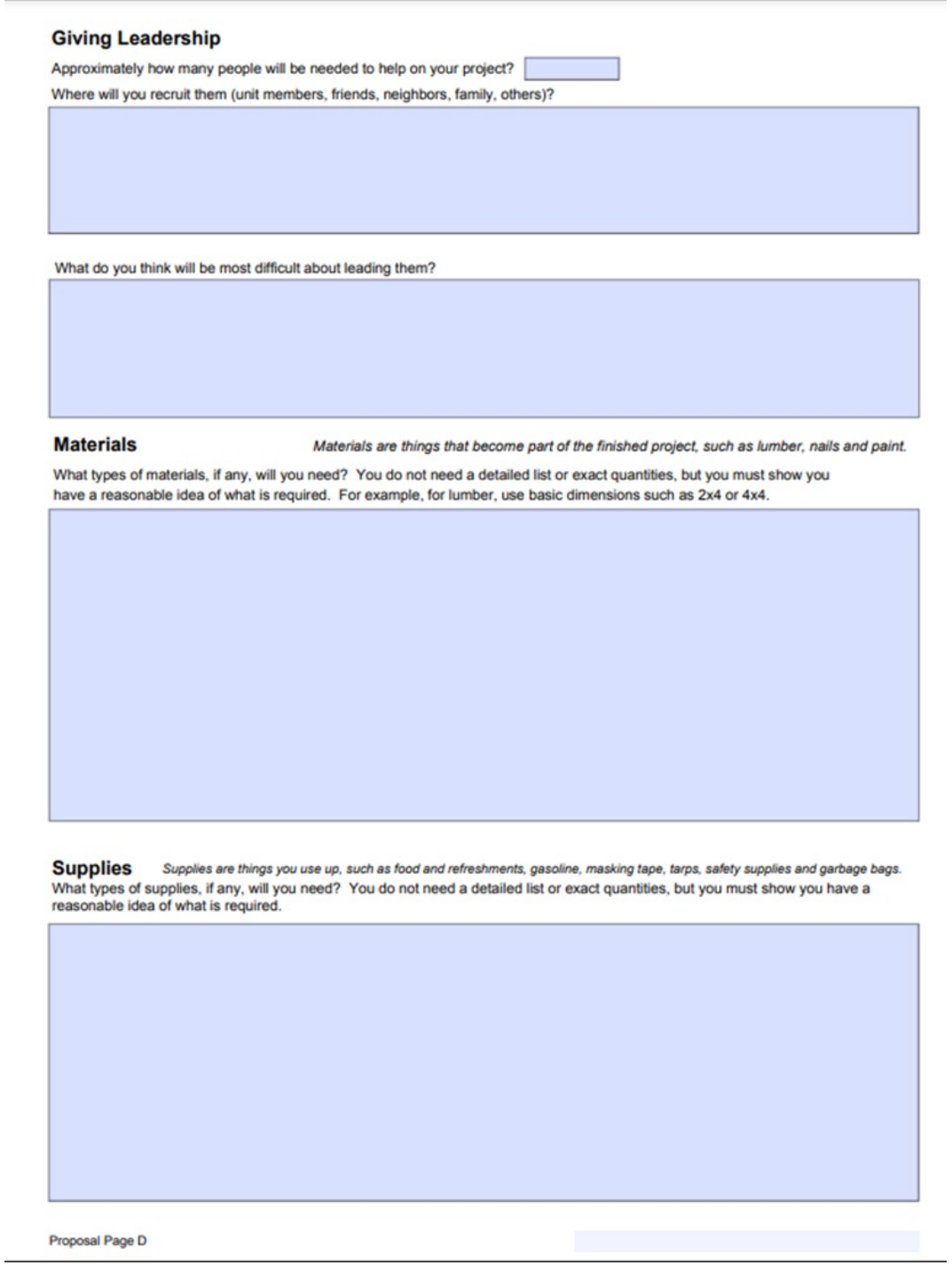
When do you think your project will be completed?

Proposal Page C

Eagle Scout Service Project Proposal

Page D

- **How many people**
- **Where will you recruit them**
  - Must have 2 registered and YPT trained adults present at all times
- **Most difficult thing about leading them**
- **Materials**
  - Stuff for the project
- **Supplies**
  - Stuff for the people
    - *Food, safety equipment*
  - Stuff for the area
    - *Tarps, masking tape*



Giving Leadership

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

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

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

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

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

Supplies *Supplies are things you use up, such as food and refreshments, gasoline, masking tape, tarps, safety supplies and garbage bags.*

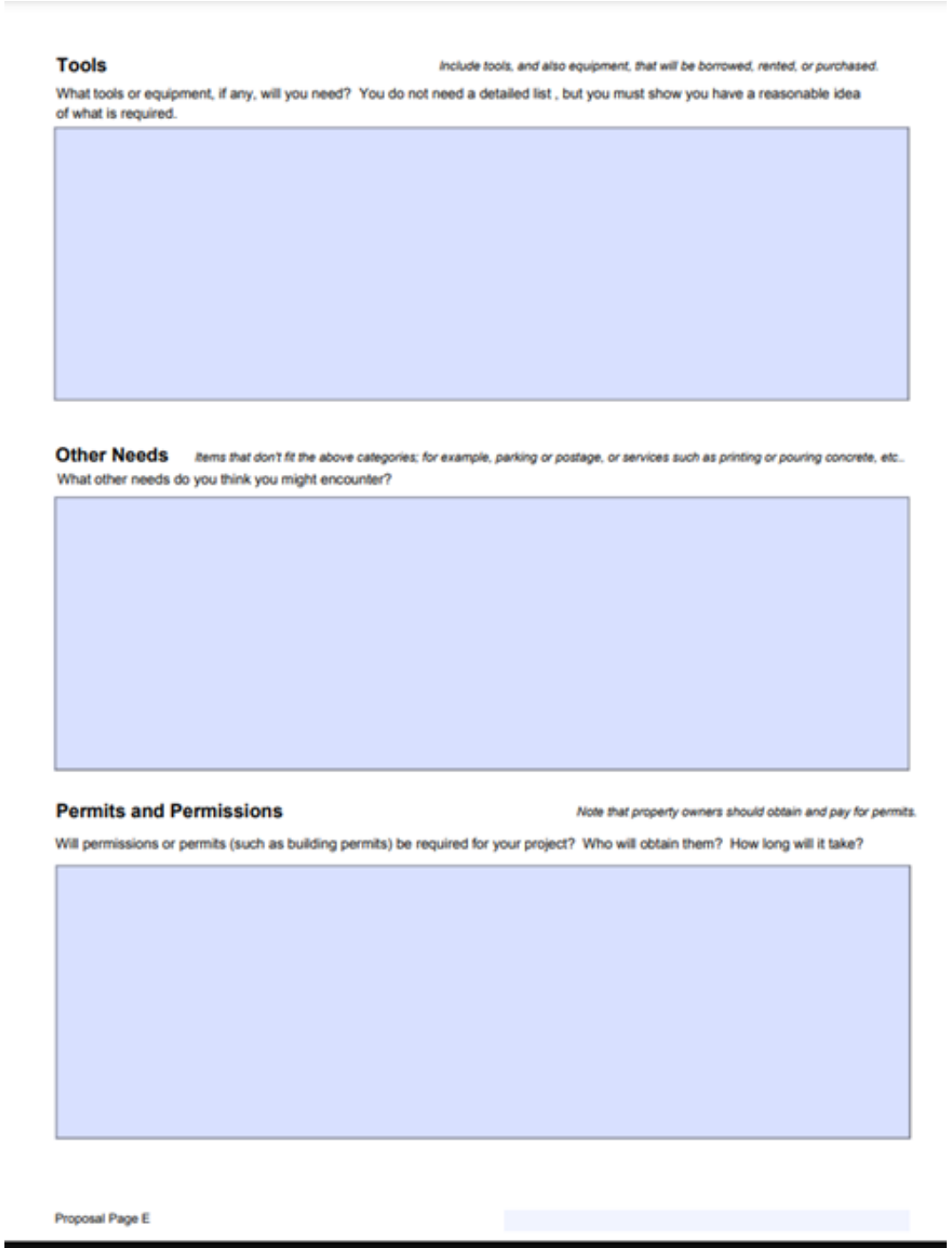
What types of supplies, if any, will you need? You do not need a detailed list or exact quantities, but you must show you have a reasonable idea of what is required.

Proposal Page D

Eagle Scout Service Project Proposal

Page E

- **Tools**
- **Other Need**
  - Transportation, parking, bathrooms
- **Permits and Permissions**



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.*

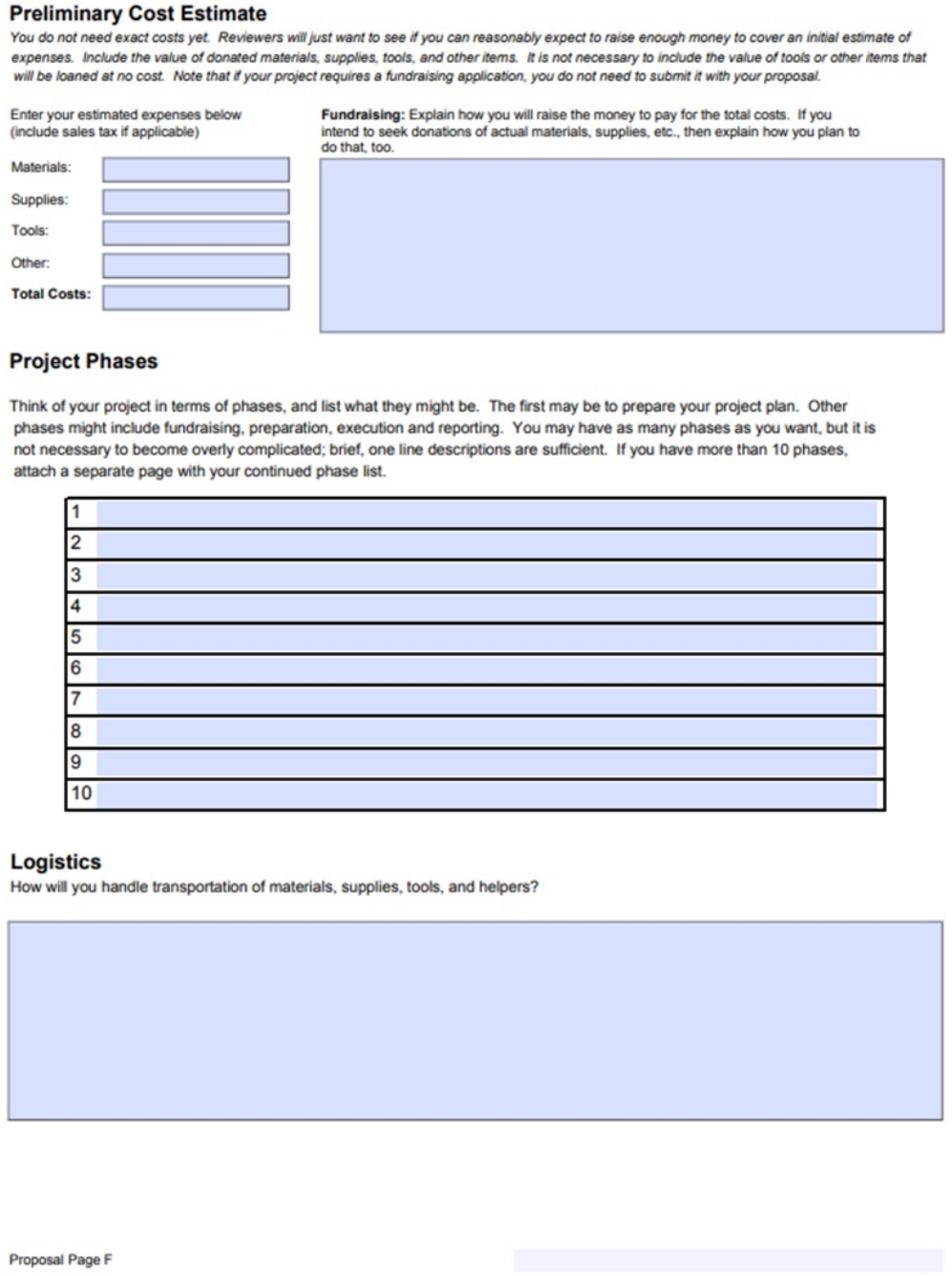
Will permissions or permits (such as building permits) be required for your project? Who will obtain them? How long will it take?

Proposal Page E

Eagle Scout Service Project Proposal

Page F

- **Preliminary Cost**
- **Project Phases**
- **Logistics**
  - Movement of help, tools, supplies



Preliminary Cost Estimate

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

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

Materials:
Supplies:
Tools:
Other:
Total Costs:

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

Project Phases

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

1	
2	
3	
4	
5	
6	
7	
8	
9	
10	

Logistics

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

Proposal Page F

Eagle Scout Service Project Proposal

Page G

- **Safety issues**
  - Use the BSA S*A*F*E project tool use
    - https://filestore.scouting.org/filestore/healthsafety/pdf/680-028.pdf
    - *S – Supervision*
    - *A – Assessment*
    - *F – Fitness and Skills*
    - *E – Equipment and Environment*
  - Scout should also check the "Age-Appropriate Guidelines for Tool Use"
- **Project Planning**

AGE APPROPRIATE GUIDELINES— PROJECT TOOL USE	Lions / Tigers with Adult Partner	Wolf / Bear	Webelos	Scouts BSA	Older Scouts BSA* Sea Scouts Venturers
Yard Tools					
Rakes, hoes, shovels, small clippers, handheld (gardening) shovels, trowels		√	√	√	√
Pickaxes, mattocks, post-hole diggers, carts, dollies, wheelbarrows				√	√
Lawn mowers, line trimmers, edgers, hedge trimmers					√
Riding mowers, tractors, or other equipment					Adult Use Only
Chain saws (21+ years old with proper training**), log splitters, woodchippers					Adult Use Only
Wood- and Metal-Working Tools					
Hammers, screwdrivers, wood sanding blocks		√	√	√	√
Pocket or wood-carving knives***		Bear only	√	√	√
Handsaws, wood chisels, wood planes, brace and bits				√	√
Small, handheld electric screwdrivers and palm sanders				√	√
Belt or large sanders (electric or cordless)					√
Welder****; circular, reciprocating, or radial saws; band or scroll saws; routers and planers; metal grinders; pressure washers; drill presses; branding irons					Adult Use Only
Painting					
Handheld paint brushes		√	√	√	√
Paint rollers			√	√	√
Paint rollers with extensions				√	√
Paint sprayers					√
Elevated Work					
Ladders or step stools (limited to the first 3 steps only)					√
Ladders or scaffold (4 feet or higher requires fall protection)					Adult Use Only

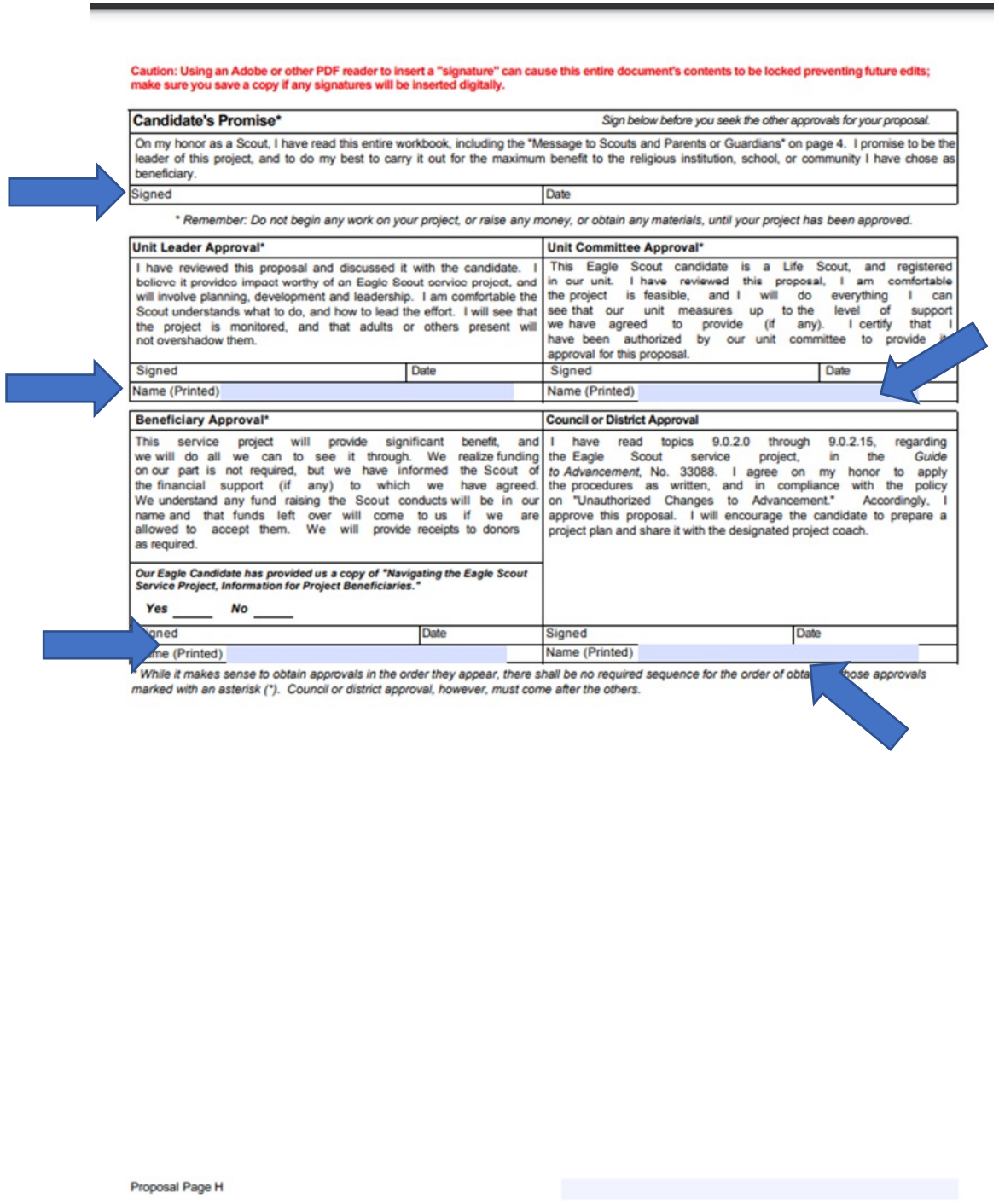
* older Scouts BSA members are age 13 and have completed eighth grade or are 14 years old and up
** chain-saw training must meet (a) a state or federally recognized chain saw training course approved by the council; or (b) the BSA Chain Saw Basic Training course, No. 430-136
*** requires the youth to have earned the Whittling Chip or Totin' Chip
**** Welding merit badge participation is exempt

680-028
2021 Revision

Eagle Scout Service Project Proposal

Page G

- **Signatures Required**
  - The Scout
  - Unit Leader
  - Unit Committee
  - Beneficiary
- **District will sign off after you have presented your project for 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 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 chose as beneficiary.

Signed | Date

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

Unit Leader Approval*

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 them.

Signed | Date

Name (Printed)

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

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.

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)

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.

Signed | Date

Name (Printed)

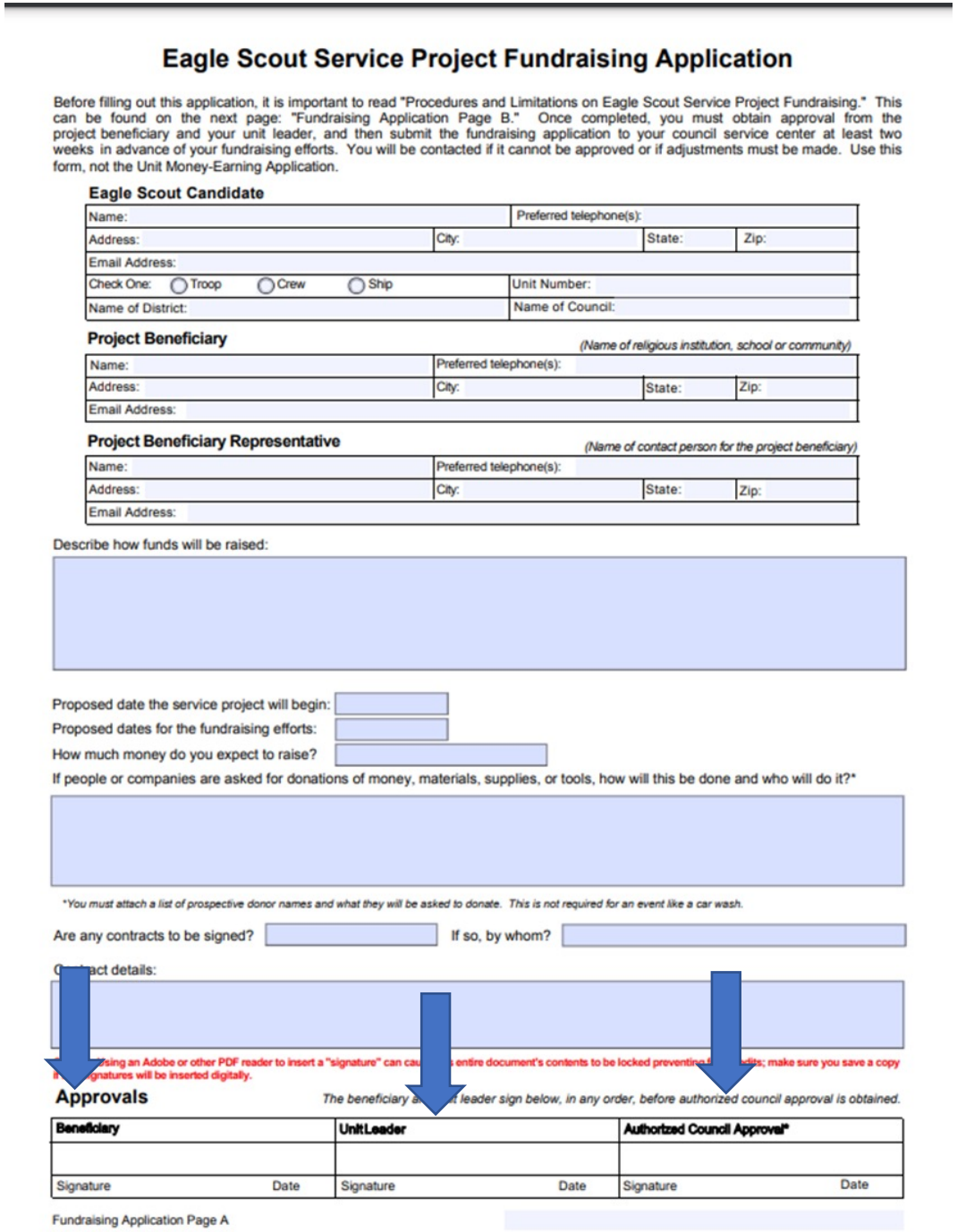
While it makes sense to obtain approvals in the order they appear, there shall be no required sequence for the order of obta[illegible]hose approvals marked with an asterisk (*). Council or district approval, however, must come after the others.

Proposal Page H

Eagle Scout Service Project Proposal

Fundraising

- **If your project's estimated cost is over $500, you will need to fill out the Fundraising Application**
  - Located on page 23 of the workbook
    - *Between project plan and report*
  - Fundraising application Page A must be turned in with proposal
- **Please note that this sheet requires signatures also.**
  - Beneficiary
  - Unit Leader
  - Authorized Council Approval
    - *At project Review*



Eagle Scout Service Project Fundraising Application

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

Eagle Scout Candidate

Name:		Preferred telephone(s):	
Address:	City:	State:	Zip:
Email Address:			
Check One: ◯ Troop ◯ Crew ◯ Ship		Unit Number:	
Name of District:		Name of Council:	

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

Name:	Preferred telephone(s):		
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:			

Describe how funds will be raised:

Proposed date the service project will begin:

Proposed dates for the fundraising efforts:

How much money do you expect to raise?

If people or companies are asked for donations of money, materials, supplies, or tools, how will this be done and who will do it?*

*You must attach a list of prospective donor names and what they will be asked to donate. This is not required for an event like a car wash.

Are any contracts to be signed? If so, by whom?

Contact details:

using an Adobe or other PDF reader to insert a "signature" can ca entire document's contents to be locked preventing f edits; make sure you save a copy if signatures will be inserted digitally.

Approvals *The beneficiary a leader sign below, in any order, before authorized council approval is obtained.*

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

Fundraising Application Page A

Eagle Scout Service Project Review

How to request a review appointment

- Email: gteagleprojects@gmail.com
- Include the following:
  - *Completed project proposal*
  - *Signature page , with **ALL** signatures present*
  - *Fundraising application with signatures (if applicable)*

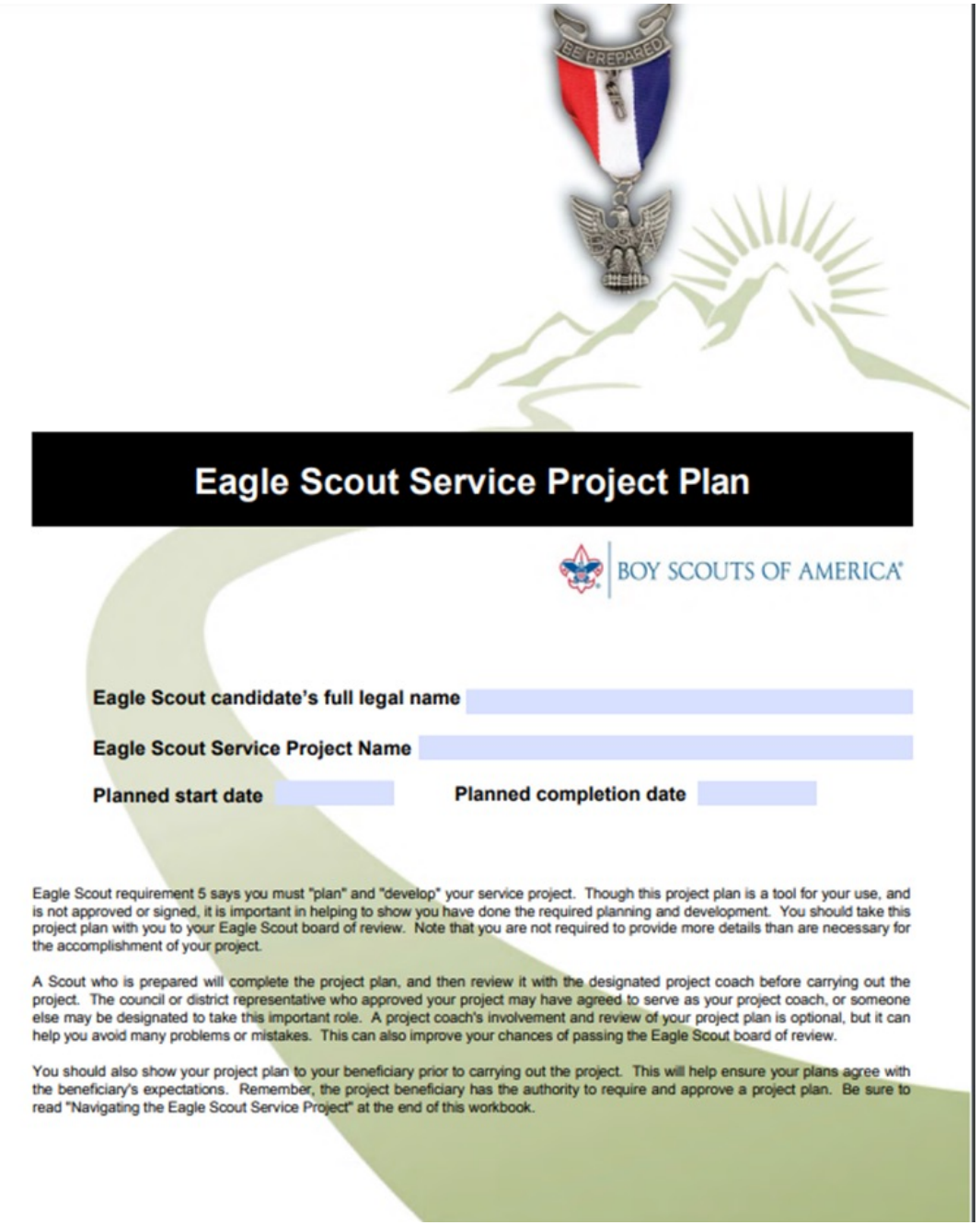
Things to Remember:

- Always copy a parent/registered leader on all emails.
- Reviews will be done by appointment only.
- In-person reviews take place before monthly district roundtables.
- **NO** walk-ins accepted at roundtables.
- Virtual reviews via Zoom are available.
- If approaching 18th birthday, they should indicate this at time of appointment request
- The Project Review Team typically responds in 48 hours

Eagle Scout Service Project Plan

The Project Plan

- This is the section where the scout makes the detailed plans for the project
- This should be filled out **BEFORE** the actual start the project
- Includes page 16-22
  - Project plan A – F



Eagle Scout Service Project Plan

BOY SCOUTS OF AMERICA

Eagle Scout candidate's full legal 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 project 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 project 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.

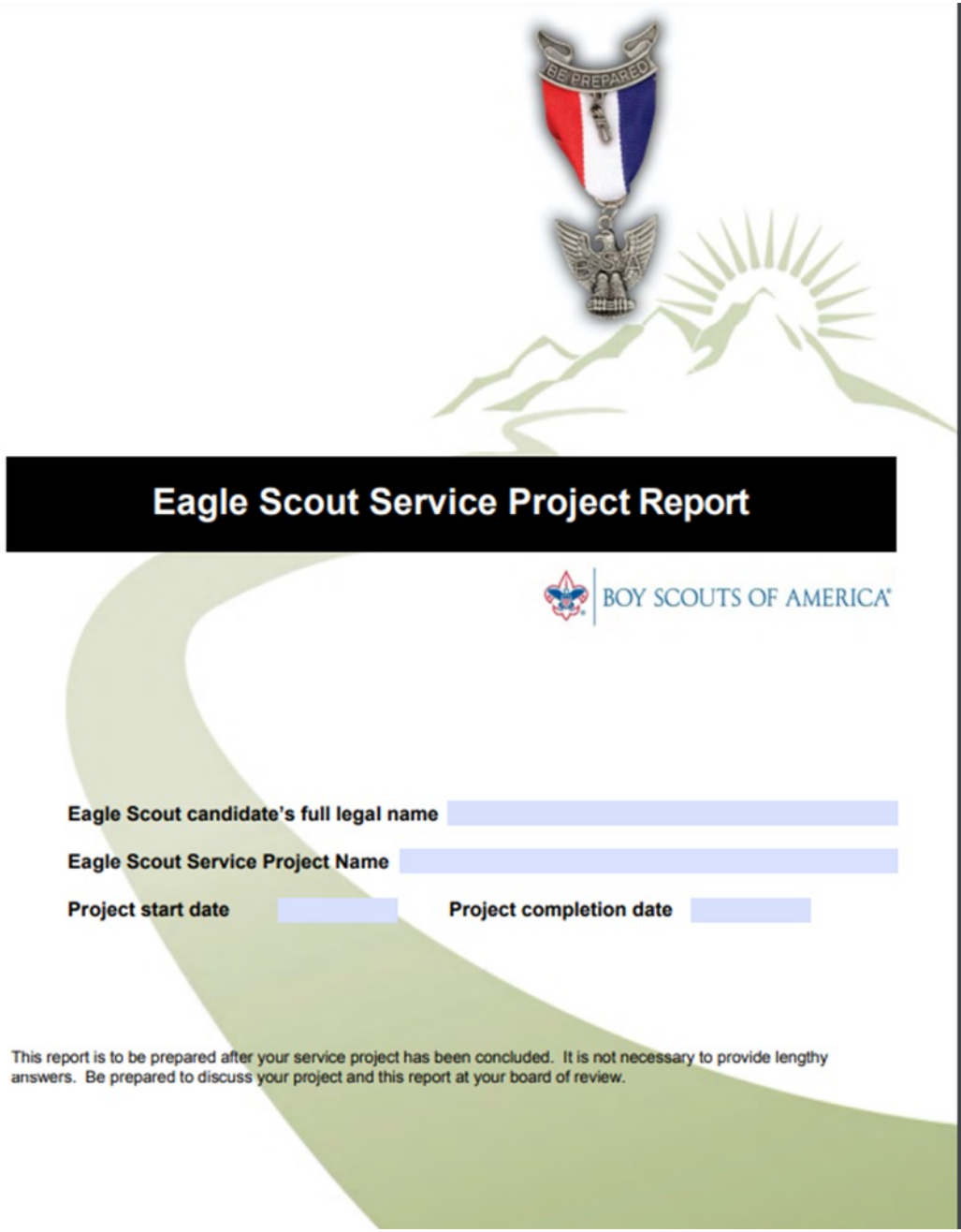
A Scout who is prepared will complete the project plan, and then review it with the designated project coach before carrying out the project. The council or district representative who approved your project may have agreed to serve as your project coach, or someone else may be designated to take this important role. A project coach's involvement and review of your project 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 project plan to your beneficiary prior to carrying out the 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 project plan. Be sure to read "Navigating the Eagle Scout Service Project" at the end of this workbook.

Eagle Scout Service Project Report

The Project Report

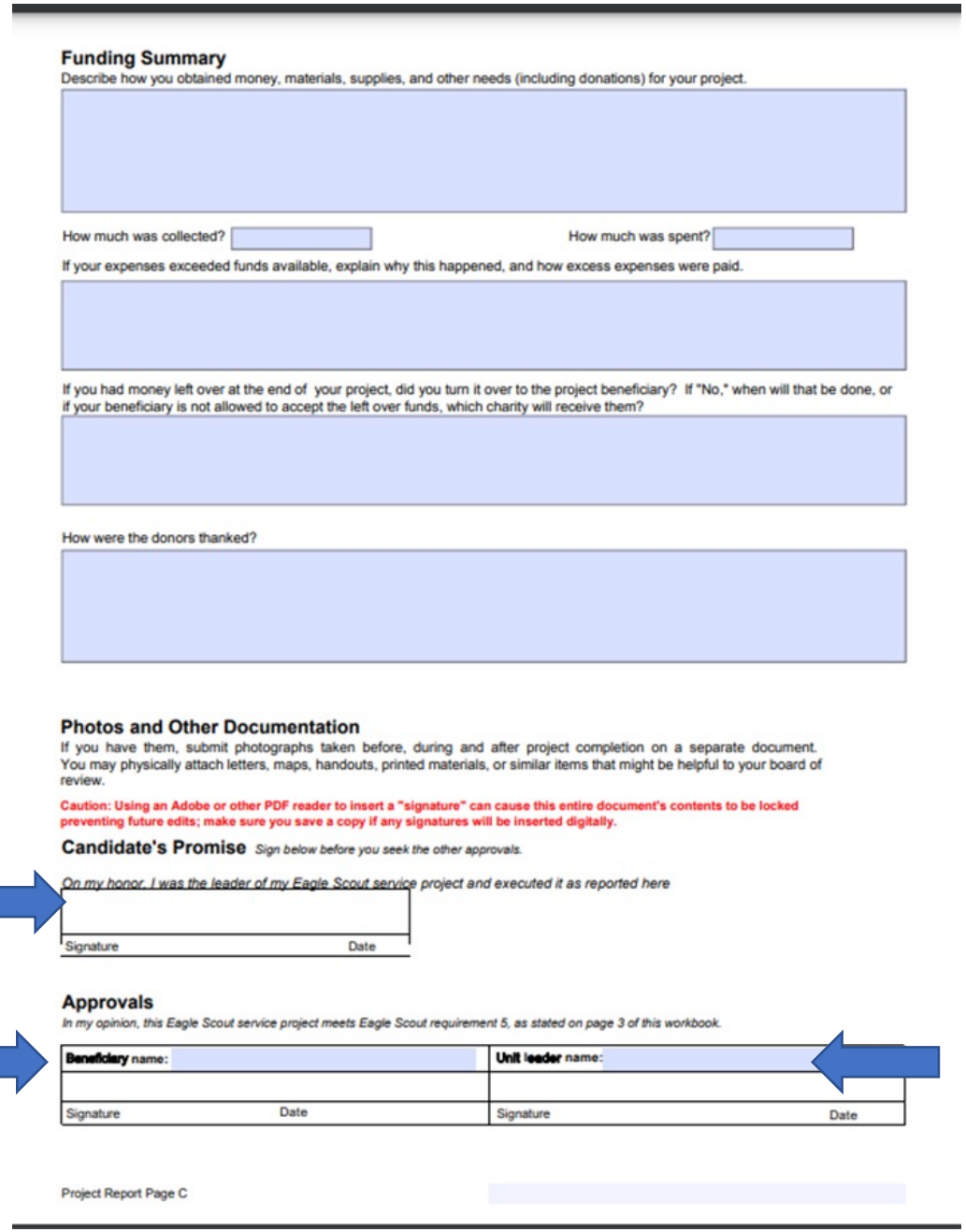
- This is the section where the scout makes tells what happened during the implementation of their project
- This should be filled out AFTER the completion of the project
  - Includes page 26-29
  - Project Plan A – C)



Eagle Scout Service Project Report

The Project Report

- **The project is NOT complete without the signature of the beneficiary.**
- **Please not there are only 3 signatures required for the project report**
  - The Scout
  - The Unit Leader
  - The Beneficiary



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 Date	Signature Date

Project Report Page C

The Project –
Addressing Common Misconceptions

- **"Give leadership to others…" – "others" means at least 2 people besides the Scout** (GTA 9.0.2.4)
- **Councils, districts, and units shall not establish requirements for the number of people led, or their makeup, or for time worked on a project.** (GTA 9.0.2.4)
- **There is no requirement a project must have lasting value.** (GTA 9.0.2.12)

The Project –
Addressing Common Misconceptions

- **Note that project plans for an Eagle Scout service project are between the Scout and the beneficiary**. (GTA 9.0.2.9)

- **Any plans completed after the project proposal has been approved by the council or district are between the Scout and the beneficiary**. (GTA 9.0.2.12)

The Project –
Addressing Common Misconceptions

- **The Scout is not responsible for any maintenance of a project once it is completed.** (Project workbook)

- **Every project must be evaluated, case-by-case, on its merits, and on lessons that will advance the candidate's growth.** (GTA 9.0.2.4)

The Project –
Addressing Common Misconceptions

- **Routine labor is not normally considered appropriate….. But the real test has to do with scale and impact. If "routine labor" is conducted on so large a scale it requires planning, development, and leadership, it may have sufficient impact.** *(GTA 9.0.2.11)*

QUESTIONS ON THIS?

The Project –

The project is considered COMPLETED

- When beneficiary has stated that project has been done to their satisfaction
- Paperwork has been completed
- ALL signatures are obtained

The Project –

When things don't go as planned AFTER completion

The unit leader or Beneficiary may choose to not approve a project after completion

- This may happen if a scout's modifications were so significant that the project no longer meets the standards for requirement 5, either because
  - *the extent of service was lessened*
  - *the impact of the project was lessened*
- If this happens a scout has 2 choices
  - *Ask to do more work*
  - *Start over with a new project*

The Project –
When things don't go as planned AFTER completion

What to do if the candidate believes the project, as completed, meets the intent of requirement 5.

- The scout may send it along with Eagle application to final Board of Review

The Project – What makes a GOOD project – Building Stuff

The Project – What makes a GOOD project – Building Stuff

The Project – What makes a GOOD project – Collecting Stuff

- Bag and supplies for foster kids
- Activity packs for Veterans
- Narcan distribution Drive
- Bone Marrow Drive
- Eyeglasses collection

Eagle Scout candidate Chandler Fescenmyer (second from left) along with Elizabeth Sawyer (far left), a prevention specialist at Armstrong Indiana Clarion Drug and Alcohol Commission; Keanna Fye (third from left) another prevention specialist at AICDAC; and Jaclyn Dolby (far right) of the Clarion Drug Free Coalition project partnered and coordinated the following events: the drug trends presentation, Narcan distribution drive thru, and medication take back at the Horsethief festival in Knox. Due to his efforts, Fescenmyer earned his Eagle Scout rank from the Scouts BSA (formerly Boy Scouts of America).

The Project – What makes a GOOD project

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References

- **Guide to Advancement 2021 edition**
  - https://www.scouting.org/resources/guide-to-advancement/
- **Eagle Project Workbook**
  - https://www.scouting.org/programs/scouts-bsa/advancement-and-awards/eagle-scout-workbook/
- **Guide to Safe Scouting**
  - Online Version | Boy Scouts of America (scouting.org)
- **SAFE Project Tool Use**
  - 680-028.pdf (scouting.org)
- **NESA Eagle Project Idea Generator**
  - https://nesa.org/resources/trail-to-eagle/project-idea-generator/

If interested in helping:

Come up and talk to me after round table

- **Project Reviews**
  - Carl Cook
  - Email: gteagleprojects@gmail.com
- **Board of Reviews**
  - Jerry Blackwell
  - Email: Jbryx10@yahoo.com
  - Phone: 314-602-2377