River Trails District

Eagle Scout Leadership Service Project Trail

For more help and information, visit the River Trails Web site at:
http://rivertrailsdistrict.com

Select a Service Project to Lead

Not for Profit, Religious, Community, Fraternal and Civic Organizations, as well as local, state, and federal agencies may offer project ideas. (Can't be for an individual, the BSA, or commercial.) This also should include reviewing your Packet contents with your Scoutmaster, parents, and benefiting organization. Be sure to keep logs for:

- Your planning time
- Time others spent helping you plan

Plan the Leadership Service Project

The project write up should be neat, and detailed enough so someone else could use the plan to lead the project without you. Include the following:

- Materials and tools lists
- Two planning time logs: (1) yours (2) others
- Cutting diagrams and type of finish
- Top, side, and front views
- How it will be identified as an Eagle Project
- Funding statement
- Schedule for work, manning considerations
- Maps/layout
- Before pictures
- Power tool statement i.e. scout being taught safe methods, safety equipment, only adults using power tools, first aid considerations

Get Project Workbook signatures

Review the project with your Scoutmaster, the Troop Committee, and the benefiting organization to get their approval for the project. Secure the necessary signatures in your workbook.

Contact the Eagle Board Chairman to set a District Eagle Board appointment for your Project Review

Get District Eagle Board signatures for Project approval

To the review, bring the original and 2 copies of all your paperwork to the board. You may invite your Scoutmaster into your review to take notes, but not a parent/relative.

Lead the Project

Be sure to keep logs of your work time and the work time of others. Take pictures as the project progresses to completion. Make notes of any changes to the project you hadn't foreseen and also add tools and materials you left off the original list.

Secure 4 letters of recommendation

Ask the people you want to write your letters of recommendation now. You'll need letters from an educator, an employer (if none, someone who knows you well), and two others (not a parent). After getting the sealed letters back you will list all four of these people on your Eagle Application. The letters are to remain sealed.

Write up and complete the Project

Make sure you:

- Secure all necessary signatures
- List all changes to the project
- Attach day/time logs for:
  - Your planning time
  - Your work/leadership time
  - Planning time of others
  - Work time of others

Write Statement of Ambitions And Life Purpose

List positions held in school, church, scouts, and any awards you've earned. Explain how scouting had a positive influence on your life, and describe your future plans/goals.

Complete Eagle Application

Ask your Troop Advancement Chairman to give you a report from Troop Master (or from their records) for rank advancement, positions held, and Merit Badge dates. You'll list these on your Eagle Application.

Complete Scoutmaster Conference

Submit full package to Council

(Allow 7 days) (**Make a personal copy first**)
Include:

- Advancement Report - Paper version
- Eagle Application
- Statement of ambitions & life purpose
- 4 Sealed letters of recommendation from people listed on the Eagle Application
- Eagle Project Workbook write-up and all attachments
- Completed Merit Badge cards, as listed on Eagle application

After council approves your application, contact the Eagle Board Chairman to set a District Eagle Board appointment for your Final Review

Get District Eagle Board signatures for Final approval

To the review, bring the original and 2 copies of:

- Eagle Application
- Eagle Project Workbook w/attachments
- Statement of ambitions & life purpose
- Also bring:
  - Your Merit Badge cards
  - 4 sealed letters of recommendation
  - Completed Press Release form
  - Pictures

Take only your signed, approved Eagle Application to Council for submission to National (Make a personal copy of both sides of the application first)

Plan/Hold Eagle Court of Honor

Do not pick a date earlier than 4 to 6 weeks after submission. The Eagle badge cannot be worn until presented at the Eagle Court of Honor. (Thank everyone for their help.)

Rev. 091805