

Eagle Leadership Service Project Approval by the Troop 407 Committee

The Eagle Scout advancement process is defined in the BSA publication *Advancement Committee Policies and Procedures*, BSA Supply No. 33308. Units may not add any requirements to this process. The following steps are in compliance with this procedure.

A Life Scout who wishes to pursue the rank of Eagle selects and invites an adult mentor, other than his own parent, to be his Eagle Advisor. This can be any adult – he or she does not need to be affiliated with Troop 407 or with Scouting. An Eagle Advisor must, however, have a clear understanding of the Life to Eagle process, and be willing to work with the candidate. A good choice would be an adult Eagle Scout, a parent of an Eagle Scout, or another adult who has previously served as an Eagle Advisor. The Scoutmaster must approve of the selection of Eagle Advisor. The Eagle Advisor must be currently BSA Youth Protection Trained regardless of BSA registration or membership.

The candidate, his parent(s), and the Eagle Advisor are encouraged to attend a Life-to-Eagle seminar offered periodically by Great Lakes Council prior to beginning the project process.

An Eagle candidate's advisor will guide the candidate through the process and advise him on the proper procedure for obtaining approvals for his Eagle Service Project. In order to ensure adequate review and compliance with BSA procedures, the advisor may not personally sign off on any of the required approvals.

Project approvals are obtained in the following sequence:

- Authorized representative of the Benefiting Organization
- Scoutmaster or designated Assistant Scoutmaster
- Troop Committee, by the Committee Chair or other registered committee member specifically designated by the Committee Chair
- District Advancement Committee according to their procedures

As with all other advancements, no person is allowed to sign off on his or her own son's Eagle workbook or application.

In order to obtain the approval of the Troop Committee:

- The candidate requests to have his project proposal reviewed at an upcoming committee meeting by contacting the Committee Chair at least one week prior to the meeting, and the Committee Chair will confirm the candidate's appointment to meet with the Committee. The candidate must have obtained signatures from the benefactor and the Scoutmaster prior to meeting with the Committee.
- At the committee meeting, the candidate delivers a short presentation, usually five to ten minutes in length, accompanied by a poster or other visual aid as needed to clearly explain the scope of the project, expected costs in money and manpower (including value and source of donated materials), sources of funding, and means of fund raising. The presentation is followed by a question-and-answer period with the Committee. A one-page informational handout should be provided to each committee member, and at least three copies of the Eagle workbook should be provided for committee members to refer to during the discussion. The candidate should also provide a draft of any promotional materials such as flyers to announce his project and to recruit volunteer workers.
- At the conclusion of the presentation and discussion, the Committee gives its approval by vote

and the Eagle workbook is signed as stated above unless there are specific deficiencies with the project proposal.

- If deficiencies are found, they will be stated along with specifications for clearing them, and a date given by which the candidate shall appear again before the Committee (not later than the next regular Committee meeting). A summary shall be provided to the Eagle candidate in writing or via e-mail. The Committee may allow final approval to be granted at the discretion of the Committee Chair when the deficiencies are satisfied.

After receiving Committee approval, the candidate contacts the District Advancement Chair to obtain approval of the District Advancement Committee.

Actual work on the project, including fund-raising, may not go forward until all four approvals have been obtained.

In order to prevent the unnecessary delay of a project, the Committee Chair may call a special meeting of not fewer than three committee members to consider approval of a project. However, the candidate should be mindful of the benefit obtained by presenting the project to the full Committee and receiving its feedback, and should expect to deliver an update to the Committee at its next regular meeting.

In instances where the Eagle candidate is the Committee Chair's own son, the Committee Chair shall recuse himself or herself from the entire proceeding. In such instances, another committee member appointed by vote of the Committee (normally the Troop Advancement Chair) shall substitute for the Committee Chair's functions.

The typical time from inception to completion of an Eagle project is from 25 to 67 weeks. Therefore, candidates are cautioned to avoid giving or accepting any time-frame commitments to the benefiting organization, because the approval process is not within his control. The Committee will not be obligated to make special accommodations to a candidate because of failure to adequately plan his project in a timely manner.

(Adopted by the Committee, October 28, 2010)