

Eagle Leadership Service Project Approval by the Troop 407 Committee

The Eagle Scout advancement process is defined in the BSA publication *Guide to Advancement*, BSA Supply No. 33088. 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 should be consulted about 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 the local 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 by representatives of the troop committee by contacting the Committee Chair at least one week in advance, 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 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. The presentation is followed by a question-and-answer period with the Committee. A one-page informational handout should be provided, and a copy 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 if he has prepared them.
- At the conclusion of the presentation and discussion, absent any objections, the Committee gives its approval 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. The date is to be agreed upon by the candidate and the committee, and should be within the following 30 days. 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 committee member responsible for Eagle project approval 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. The candidate should expect to deliver updates on his project's progress to the Committee at its regular meetings, either in person or in writing.

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.

Because Eagle projects are considered unit activities, the Eagle candidate and his advisor must ensure that BSA's rules are followed, including having qualified two-deep leadership present when work is being done, and requesting committee action on any needed approvals such as tour plans and money-earning permits.

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) (Amended December 1, 2011)