

# EAGLE RANK REQUIREMENTS GUIDELINES

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**Helpful Hint:** Access the National Eagle Scout Association website – [nesa.org](http://nesa.org) and use the link to obtain a current copy of the ‘Eagle Scout Rank Application’ (512-728) and the ‘Eagle Scout Service Project Workbook’ (512-927). These documents are a ‘fill-able PDF’ format and you will need Adobe Acrobat (or equivalent software) to open this file on your computer. This type of ‘PDF’ file saves any changes or additions you make to the file. Start a binder to keep your notes.

**Requirement 1:** You are registered in a unit. Be active in your Troop or Crew.

- You are an active, contributing member of your unit for at least 6 months after you have achieved your Life Scout.

You may be very active in your school extracurricular activities, other leadership opportunities in the community or scouting. “This might be acceptable in how a scout lives their life and relates to others in the community, at school, in their religious life, or in Scouting. It is also acceptable to consider and count positive activities outside of Scouting when they, too, contribute to their growth in character, citizenship or personal fitness. It is not so much about what the scout has done. It is about what they are able to do and how they have grown.” Guide to Advancement 4.2.3.1.

- Always show scout spirit. Scout spirit applies to how a scout lives and conducts their daily life. They show scout spirit by being a role model to their peers, and living by the Scout Oath and Law. The concept is how they help bring out the best in others as a reflection of their own character and attitude in their daily life.

**Requirement 2:** To assist the Eagle Scout Boards of Review in determining how the candidate has satisfactorily fulfilled requirement #2 of the Eagle Scout Rank Application; **“As a Life Scout, demonstrate that you live by the principles of the Scout Oath and Scout Law in your everyday life,”** the Black Swamp Area Council Advancement Committee requests that Eagle Scout candidates request Letters of Reference from the individuals listed under requirement #2 of the Eagle Scout Rank Application, who have known the Eagle Scout Candidate while a Life Scout, and can provide first-hand testimony as to how the Eagle Scout candidate has demonstrated the candidate lives by the Scout Oath and Scout Law as stated in requirement #2.

**Candidates should carefully consider the individuals being listed on the application and from which letters are being requested.** Religious, school, civic leaders and other individuals who know the candidate’s character are appropriate. Consideration of the letters will be greatly affected by the credibility and stature of the individual providing the Letter of Recommendation on the candidate’s behalf. If the candidate so desires, the candidate may also request additional individuals above those listed on the application to provide a Letter of Recommendation.

Candidates should provide those individuals with;

1. A copy of the Black Swamp Area Council Eagle Scout Letter of Recommendation form and
2. Instructions to Writer of Recommendation along with
3. A pre-addressed, stamped envelope addressed to the District Advancement Chair for the candidate’s area to assist the individual in providing the reference.

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In cases where letters are not provided or are deemed to not be sufficiently credible, the review board will place increased attention on the candidate satisfactorily providing personal testimony during the review as to how the candidate has fulfilled this requirement.

**Requirement 3:** With the help of your unit leadership, deliver or send your Eagle application (512-718) to our Council office at Black Swamp Area Council, 2100 Broad Ave., Findlay, Ohio 45840 or the Lima Office at Black Swamp Area Council 752 W. Robb Ave. Lima, Ohio 45801. **It is strongly suggested you keep a back-up copy for your records.** They will need to verify the advancement and merit badge records on your application, check and sign the application. **ALL official requirements MUST be completed by your 18<sup>th</sup> birthday.** The paperwork is an administrative step- after all the requirements are completed. This council certification may be signed by after 18<sup>th</sup> birthday. However, DONOT DELAY the submission of your completed application to ensure a timely Board of Review.

**Requirements 4, 5 and 6:** Be sure you, your unit leader, and your unit committee chairman all sign and date this side of the application.

**Requirement 5:** Access the National Eagle Scout Association website – [nesa.org](http://nesa.org) and the site link to obtain a current copy of the ‘Eagle Scout Service Project Workbook’ (512-927) Read through it completely.

- Purchase a binder to keep all records, typed materials, pictures, communications, notes and any other materials to document your Eagle Project. The Eagle Board of Review committee will be interested in your report and will aid them in understanding your project. It will become a nice memento for you in the future.
- Enter your service project proposal information as instructed in the ‘Project Proposal’ section of the project workbook, starting on page 2-1. Print this section, sign and date the ‘Candidate’s Promise on the last page of this section. Put these pages in your binder.
- Using the information and pictures printed from the ‘Project Proposal’ section of the project workbook, present your project proposal to your Unit Leader, Unit Committee and Beneficiary Representative and obtain their approval signatures on the last page of the ‘Project Proposal’ section of the workbook.
- Once you have the above approval signatures, present the ‘Project Proposal’ section of the project workbook to the District Advancement Chairman for his approval signature. **Do not start your project until you have all of these approval signatures.**
- Before beginning any fund raising or asking for donation of materials, read through *Procedures and Limitations on Eagle Scout Service Project committee Fundraising* section of the *Eagle Scout Service Project Workbook*. Completing the *Eagle Scout Service Project Fundraising Application* on page 3-7 is not necessary for contributions from the candidate, his parents or relatives, his unit or its chartered organization, parents or members of his unit, or the beneficiary. If you plan a fundraiser generating a \$3,000 or more, your application needs to be approved by your District Advancement Chairman with consultation of District Executive. All money left over, regardless of the source, goes to the beneficiary. Remember you are raising funds for the benefactor, not the Boy Scouts. Example: First

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Church will be accepting donations to construct picnic tables for John Smith's Eagle Scout Service Project.

- Once you have started, keep all project details in your binder. Update your project workbook periodically with this information. Any records that will not fit in the workbook for whatever reason should be typed or placed neatly on separate sheets and added to your workbook when you print it out at the completion of your project. These records must include a listing of all time spent by you and your helpers, including their names. These time records will be needed to complete your Eagle rank application form.
- There is no minimum number of hours that your project planning and execution must take, but your project must be large enough for you to demonstrate your leadership skills, so take control.
- The Black Swamp Area Council Advancement and Recognitions Committee has established that no additions or modifications to a completed Eagle Project may be done for two years.

**Requirement 6:** Create a thoughtful life's ambitions write-up including your goals and purpose for your future. This write-up should include leadership positions outside of scouting including honors and awards for this service. It will let your Board of Review committee know what you are doing outside of Scouting and your plans for the future. This write-up should be about ¾ of a page (double-spaced).

- Take part in a unit leader conference.

**Council Certification:** Your completed Eagle Scout Service Project Workbook (512-927) and Requirement 6 (life ambitions) should be delivered to your District Advancement Chairman. When your District Advancement Chairman receives your approved Eagle Application (from the Council Registrar) and reference letters, they will then notify you to schedule your District Eagle Board of Review.

**Black Swamp Area Council Advancement and Recognitions Committee**  
[bsacadvancement@gmail.com](mailto:bsacadvancement@gmail.com)

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## Council/District Advancement Committee Members –

### **Council Advancement Chairman**

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### **Chinquapin NE**

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Stryker, West Unity  
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### **Chinquapin SW**

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Antwerp, Oakwood, Paulding  
Bryan, Edgerton, Edon  
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### **Great Oaks**

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### **Old Sycamore**

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### **Old Sycamore**

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### **Council Staff Adviser**

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### Helpful websites:

- National Eagle Scout Association- nesa.org
- Eagle Scout Service Project Workbook (512-927)
- Eagle Scout Rank Application (512-718)
- Eagle Scout Resource Center- eaglescout.org
- "Provides tools and information for Scouts on the journey toward Eagle Rank and the faithful Scouters supporting them."
- Eagle Scout Service Project suggestions- scoutorama.com
- US Scouting Service Project- usscouts.org "Scouting Websites by Scouters for Scouters"