

## Eagle Scout Service Project Process Guide

The Eagle Scout Service Project process begins with becoming familiar with the;

**Eagle Scout Service Project Workbook,**

Provides an overview of the project process and requirements.

**Eagle Scout Service Project Proposal,**

Provides information on developing a project proposal for approval.

**Eagle Scout Service Project Plan**

Provides information on developing a more detailed plan on what the project involves and how it will be completed.

This document also includes information on fund raising, which if \$3,000 or more, requires approval by the scout's local District Eagle Board chairman before proceeding with fund raising. **All fund raising must be made in the name of the Eagle Scout Service Project beneficiary and any excess unused funds must be given to the beneficiary.**

**Eagle Scout Service Project Report.**

Provides a format for documenting the project work from beginning to completion and final results.

**Navigating the Eagle Scout Service Project –**

**Information for Project Beneficiaries**

Provides information regarding the project process for the beneficiary and the scout's responsibilities during the project.

These documents are all available on the **NESA website** under one document – the **Eagle Scout Service Project Workbook**, as outlined above. As all sections look very much the same, it is suggested that after printing, each section of the information be stapled together separately to prevent confusion by the scout, punched and placed in a 3 ring binder. The scout should carefully read and become familiar with the information in all sections before proceeding.

Once the scout has identified a service project idea, the scout should discuss the project idea and the scout's plan to proceed with the unit leader and district advancement chairman to ensure that the project meets the basic requirements.

When contacting a Beneficiary regarding a possible project, the scout is responsible to ensure that the Beneficiary receives and understands the **“Navigating the Eagle Scout Service Project Information for Beneficiaries”** found in the **Eagle Scout Service Project Workbook**. It is suggested that both the scout and the beneficiary review this document together to ensure common understanding of the project and individual responsibilities.

All service project approvals, **1. Unit Leader, 2. Unit Committee, 3. Beneficiary, 4. Council/District** must be obtained before any actual work on the project begins, including fundraising. All individuals approving a service project should ensure that they fully understand the service project and to what they are agreeing prior to approving.

The last project approval is the Council/District Approval. That approval is by the district advancement chairman for the county of the scout as indicated on the BSAC EAGLE SCOUT PROCESS LEADER’S GUIDE & FAQs located on the BSAC Eagle Resources page. **Once the scout has obtained all other approval signatures, the scout should contact the district advancement chairman to meet for final approval.**

The district advancement chairman will review the proposal information and discuss the project with the scout to help ensure that the scout understands the requirements of the service project and is prepared to successfully move forward with the project to a successful completion. Depending on the completeness of the information in the **Eagle Scout Service Project Proposal**, the chairman may request additional information from the scout prior to final approval. The intent is to help ensure that the project meets the necessary requirements and that the scout may be successful in completing the service project.

The **National Eagle Scout Association (NESA)** web site <http://nesa.org> is here where the Eagle Scout candidate should access the current **Eagle Scout Rank Application** and **Eagle Scout Service Project Workbook** to ensure the most up to date version. Documents may be printed for manually completing or down loaded and completed electronically if desired.

Upon completion of the actual **Eagle Scout Service Project**, the Eagle Candidate needs to update and complete the **Eagle Scout Service Project Report**. Pictures of the project progression and completion should also be included with the report to help document the project’s completion.

Once the **Eagle Service Project Report** is completed, including the required signatures, the Eagle candidate should contact the appropriate District Eagle Board Chairman to meet and turn in the project binder along with the **Eagle candidate’s Statement of Ambitions**. The binder must be complete at time turned in in order to prevent delays with scheduling the Eagle Board of Review.

Eagle Board of reviews will be scheduled following the **Eagle Service Project Report** binder and **Eagle candidate’s Statement of Ambitions** being turned in to the District Advancement Chairman by the Eagle Scout candidate and the **Eagle Rank Application** verified and approved by the council office and forwarded and received by the appropriate District Advancement Chairman.