

Troop 804 Eagle Process – for Eagle Candidates

Note: There are five distinct components to completing the T804 Eagle process

Component #1: Eagle Requirements #1-4 (does not have to be completed before Component #2)

- 1. Be a Life Scout for at least six month
- 2. Select references; ask permission. Do NOT give them any form, just get contact info
- 3. Complete 21 merit badges, including 12 Eagle-required badges
- 4. Hold a leadership position for at least six months while a Life Scout

Component #2: Eagle Requirement #5 (ESLSP – Eagle Scout Leadership Service Project)

- 1. Attend a District Life-to-Eagle seminar
- 2. Meet with Advancement Chair and be assigned an Eagle Coach
- 3. Work with Coach to identify project idea
- 4. Approach beneficiary organization, gauge interest
- 5. Download current BSA Eagle Project Workbook
- 6. Develop concept idea, begin Workbook Project Proposal
- 7. Present to Troop Committee for approval
- 8. Refine “Project Proposal” (section 2 in Workbook)
- 9. Review “Project Proposal” with Coach
- 10. Obtain signatures on page 2-4 from Scoutmaster, Committee Chair, and Beneficiary
- 11. Email District Advancement Committee (Advancement.Chair@gmail.com), attaching
 - a. Electronic Workbook (PDF file)
 - b. Pictures, drawings, supplemental materials (if any)
 - c. Photograph of signature page (pg. 2-4) showing all signatures
- 12. WAIT to hear from District
- 13. Meet with District representative (unless told otherwise) to review proposal
- 14. WAIT for District approval (via email) to being project
- 15. Review all District recommendations with Coach
- 16. Begin developing “Final Plan” (section 3 in Workbook)
- 17. Complete Tour Plan, Fundraising Application, Youth Protection, other forms (as needed)
- 18. Meet with Coach to review “Final Plan” and other plans; when ready, begin actual project
- 19. When project completed, begin “Project Report” (section 4 in Workbook)

Component #3: Assemble Eagle Binder

- 1. Complete Eagle Project Workbook (all sections)
- 2. Download and begin electronic Eagle application
- 3. Assemble Eagle Binder in a 3-ring binder
 - a. Eagle Application (2 pages only)
 - b. Project Workbook
 - c. Ambitions and Life Purpose Statement
 - d. Project Description Summary
 - e. Photographs, drawings, supplemental materials

Component #4: Finalize Eagle Application

- 1. Meet with Coach, review all critical application and binder elements
 - a. Photocopies of signed advancement pages from Scout Handbook *
 - b. Photocopies of front and back of all merit badge blue cards *
 - c. Ambitions and Life Purpose Statement
 - d. Project Description Summary
 - e. Application itself
 - i. Time in ranks (Star and Life)
 - ii. Complete and legible contact info for references
 - iii. Dates of Boards of Review in Handbook match dates on application
 - iv. Dates of merit badges on blue cards match dates on application
 - v. Dates of merit badges are appropriate for ranks using them
 - f. **If any elements have problems, notify Advancement Chairman immediately**
 - 2. When Coach approves application, arrange Scoutmaster conference
 - a. Wear full Class "A" uniform – including sash
 - b. Bring all complete binder elements noted above
 - c. Obtain SM signatures
 - i. Eagle application
 - ii. Ambitions and Life Purpose Statement
 - d. Ask Scoutmaster to forward "Unit Leader Comments" to Advancement Chairman (this is not given to Scout)
 - 3. Make two complete copies of binder (total of 3 binders – 1 original, 2 copies)
 - 4. Meet with T804 Advancement Chairman, deliver materials
 - a. Complete ORIGINAL binder with signed application
 - b. 10 postage stamps
 - c. Photocopies of advancement pages from Scout Handbook
 - d. Photocopies of front and back of merit badge blue cards
 - 5. Deliver one copy of binder to District Advancement Chairman
 - a. Follow instructions on District Eagle website at <https://sites.google.com/site/daceagleadvancement/>
- * - not for binder, only for delivery to Advancement Chairman**

Component #5: Final Steps

- 1. Deliver one COPY of binder to District Advancement Chairman
- 2. Wait for approval by Council and District (approx 2 weeks)
- 3. T804 Advancement Chairman will arrange Board of Review
- 4. Attend and complete Board of Review
 - a. FULL Class "A" Uniform
 - b. Bring COPY of binder
 - c. Bring Scout Handbook
- 5. With help from Coach, begin to plan Court of Honor (if BOR passed!) **CONGRATULATIONS!**
 - a. Wait for approval from Advancement Chairman before holding COH (approx 2 weeks)