

Troop

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 (do not have to be completed before Project)

- 1. Be a Life Scout for at least six month
- 2. Select references (5 or 6); ask permission. Do NOT give them any form, just get contact info
- 3. Complete 21 merit badges, including 13 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 Life-to-Eagle seminar
- 2. Select an Eagle Coach
- 3. Work with Coach to identify project idea
- 4. Approach beneficiary organization, gauge interest
- 5. Download current BSA Eagle Project Workbook¹
- 6. Develop concept idea, begin “Project Proposal” section of Workbook
- 7. Present to Troop Committee for approval
- 8. Refine “Project Proposal”, review with Coach
- 9. Obtain signatures on page E from Scoutmaster, Committee Chair, and Beneficiary
- 10. 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 three signatures
- 11. WAIT to hear from District
- 12. Attend on-site meeting with District representative (unless told otherwise) to review proposal
- 13. WAIT for District approval (via email) to begin project
- 14. Review all District recommendations with Coach
- 15. Begin developing “Project Plan” section of Workbook
- 16. Complete Fundraising Application and other forms as needed (consult Coach)
- 17. Meet with Coach to review “Project Plan” and other plans; when ready, begin work
- 18. Execute actual project, carefully track all changes from “Project Plan”
- 19. Complete “Project Report” section of 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)¹
 - b. Project Workbook¹
 - c. Ambitions and Life Purpose Statement¹
 - d. Project Description Summary¹
 - e. Photographs, drawings, supplemental materials

¹ Must be the official document, obtain from <http://www.baltimorebsa.org/resources/eagle-scout-information/29983> (also linked on the Troop website, <http://www.troop804.com>, click “Docs”, find in “Eagle Process” section). Do NOT obtain from other places, versions change frequently. Complete electronically, only use Adobe Acrobat Reader (or Adobe Acrobat) to prevent problems. Do not use a Mac computer. **Refer to separate guidance regarding PDF files.**

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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. Project Workbook
 - f. 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
 - g. **If any elements have problems, notify Advancement Chairman and SM immediately**
- 2. When Coach approves application, arrange Scoutmaster conference
 - a. Wear full Class "A" uniform – including sash
 - b. Bring original binder, Proof-of-Advancement (copies of blue cards and rank pages)
 - c. Obtain SM signatures
 - i. Eagle application
 - ii. Ambitions and Life Purpose Statement
- 3. Make two complete copies of binder (total of 3 binders – 1 original, 2 copies)
- 4. Deliver ORIGINAL binder to SM
 - a. Actual signed application
 - b. Photocopies of advancement pages from Scout Handbook
 - c. Photocopies of front and back of merit badge blue cards
- 5. When instructed, deliver one copy of binder to District Advancement Chairman
 - a. Follow instructions on District Eagle website at <https://sites.google.com/site/daceagleadvancement/>

* - Do not need to be included in binder copies

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 BSA National before holding COH (approx 4 weeks)