

CONNECTICUT YANKEE COUNCIL EAGLE APPLICATION REFERENCE GUIDE



Dear Life Scout:

Congratulations on attaining the rank of Life Scout! It is certainly a momentous achievement in your Scouting career, and one of which you should be very proud. It is a positive reflection of your hard work, commitment, and dedication to Scouting.

You have arrived at a very important junction along your advancement trail and you are only one step away from joining an elite group of young men who have made it to the highest pinnacle of Scouting – the Eagle Scout Award. It is the hardest and most important achievement in a young man's life and it is close within your reach.

We encourage you to continue your Scouting journey by completing the requirements for the Eagle Scout Rank. In order to attain this prestigious award, the time ahead must be carefully planned. You now have to balance school, work athletics, hobbies, Scout meetings, camping, Merit Badge work, and your Eagle Project.

To assist you in the last leg of your journey, we have enclosed a Life to Eagle packet of information. It includes an Eagle Scout Leadership Service Project Workbook, an application checklist, and instructions about the Eagle process. Please review this information with your troop's Eagle Coordinator and Scoutmaster soon after you receive it so that you can start the work necessary to coordinate the final stage of your advancement.

This is an exciting time for you. All of us in Scouting wish you the very best as you complete the remaining requirements to become an Eagle Scout.

Yours in Scouting,
Connecticut Yankee Council Advancement Committee

EAGLE APPLICATION

Introduction:

When a Scout has reached Life rank he may begin the procedures to complete the requirements for Eagle Scout. These are listed in the Scout Handbook.

In addition to meeting the Merit Badge, Scout Spirit, Troop and Patrol Activities, and Leadership requirements, a Life Scout must complete a service project and submit his application together with a written (or typed) report of his project.

This packet contains:

1. Procedure for obtaining District approval of the proposed project, including standards to be met in selecting and completing the project.
2. Advice on completing the Eagle Application, time requirements and related information.
3. Two copies of the Eagle Scout Rank Application (use one as a draft). Can be found online at www.nesa.org
4. One copy of the "Eagle Scout Leadership Service Project Workbook," No.18-927. Can be found online at www.nesa.org

PROCEDURE FOR OBTAINING DISTRICT APPROVAL OF AN EAGLE PROJECT PROPOSAL

What is a proposal?

A proposal is a written request submitted to the District Advancement Committee seeking its approval to start an Eagle Service Project.

Object of a proposal:

The object of the proposal is to present a clear picture of what the project is and how the requirements for an acceptable project are to be met.

Proposal requirements:

Leadership: the main purpose of the project is to provide a means for the Life Scout to demonstrate his leadership and planning abilities.

Beneficiary: The candidate must select a project that will provide a significant benefit to any community, organization, church or school.

Scope: The project must be helpful and of true significance to the group for which it is done. Routine labor, a job or service normally rendered (such as volunteer work the Scout may be doing) should not be considered. An Eagle project may not be a fundraiser, although you may conduct a fundraiser in order to obtain money to purchase materials for your project. Total time involvement must be considerable and should represent the candidate's best possible effort. The service project also may not be performed for a business, be of a commercial nature or for the benefit of a BSA organization. The candidate must plan, organize, and direct the project to successful completion in an orderly and responsible manner.

Details:

What is to be done?

What are the dimensions of the area where you will be working? (length and width of the trail or size of the room, etc.)

Include a diagram if you are constructing anything.

How long will the project take to complete?

How many people-hours?

How many workers will be involved?

What equipment is needed? How is it to be acquired?

What material is needed? How is it to be secured?

What funds are needed? How are they to be raised?

If you need to do a fundraiser for your project, contact your District Advancement Chairperson for details and advice. You must use the BSA Unit Money-Earning Application (Form 34427A)

How do you plan to direct the project?

Approvals:

Signatures from the project beneficiary, unit leader, and unit committee must be secured before seeking district approval. All signatures must be secured before you begin your project.

It is essential that you contact your District Advancement Chairperson if you must make any changes from your original plan after it has received district approval.

Time involvement:

Every hour expended by the candidate and by the participants on every phase of the project – from the planning stage to the project report must be accounted for in the project written report.

For example: If the candidate and five participants spent 4 ½ hours on one day's work, the effort should be recorded as 4 ½ hours of candidate time involvement and 22 ½ hours (4 ½ x 5) of participant time involvement.

There is no set time requirement to complete the project, however the average time involvement is well over 100 hours.

Times must be accounted for as shown in the Eagle Scout Service Project Workbook, and on the Eagle Application for Requirement 5.



**Timetable for
District Approval of an Eagle Project Request
And Eagle Boards of Review**

Lighthouse District

Eagle project requests are to be submitted to the Lighthouse District Advancement Chairperson.

Eagle Boards of Review are held by appointment only.

Contact: Laurie Caraway (203) 457-9348
79 Scenic View Drive
Guilford, CT 06473

Pomperaug District

The Eagle candidate should contact the Pomperaug District Advancement Chair to request an appointment to personally present his Eagle Project Proposal to the District Advancement Committee. Meetings are held only on the first Thursday of every month. Eagle Boards of Review are scheduled as needed and are held by appointment only.

Contact: Patricia Day (203) 261-8211
19 West Maiden Lane
Monroe, CT 06468

Powahay District

Eagle project requests are to be submitted for review to the Powahay District Advancement Chairperson.

Eagle Boards of Review are held by appointment only.

Contact: Chester H. Wickett, Jr. (203) 322-1390 *home*
104 Newfield Drive
Stamford, CT 06905

Scatacook District

Eagle project requests are to be submitted for review to the Scatacook District Advancement Chairperson. Eagle Boards of Review are held by appointment only on Monday at the St. Thomas Episcopal Church in Bethel.

Contact: Bob O'Neil (203) 743-5181
15 Bethpage Drive
Bethel, CT 06801

Sleeping Giant District

Eagle project requests are to be submitted to the Sleeping Giant District Advancement Chairperson. Eagle Boards of Review are held by appointment only.

Contact: Mike Berthiaume (203) 234-0085
64 Hansen Farm Road
North Haven, CT 06473

Wepawaug Valley District

Eagle project requests are to be submitted to the Wepawaug Valley District Advancement Chairperson.

Contact: Ernie Boehm (203) 932-5059
16 Terrace Avenue
West Haven, CT 06516

Eagle Boards of Review are held by appointment only.

Contact: Ed Beatty (203) 878-4420
32 Saley Road
Milford, CT 06460

Choosing a project:

The requirements for an Eagle project are in the Life-to-Eagle Packet, on the Eagle Application (requirement 5). If you have any questions about interpretation, consult with your Troop Eagle Advisor or District Advancement Committee.

Briefly, the project must be for the benefit of a religious institution, school, or community. A project is considered to be for the community if it is for a municipality or a public service organization. Projects cannot be for the benefit of your troop or any BSA unit, or for the benefit of a private individual or business.

The purpose of an Eagle project is to develop and demonstrate leadership skills. Your project, therefore, must require you to get others to work with you, with you as the leader. You may get expert help for parts of the project, but you must provide the overall direction. The time required to complete the project must be enough to demonstrate your leadership ability.

Try to find a project that makes a permanent or long-lasting contribution to the beneficiary. Many projects, however, combine tasks of short-term value (trail clearing, landscaping, etc.) with tasks of long-lasting value (foot bridge construction, for example). Each project will be judged individually.

Most projects require donations of money or materials. Typically, materials are donated by merchants or paid for by the beneficiary. There are no restrictions about who may fund an Eagle project, so although you or your parents may choose to do so, we encourage you to consider requesting donations outside of your family.

BSA National rules are strict about money. If you receive any money donations, you must account for every penny. Any donated money which is not used must be returned to the donor. This can be avoided by having the beneficiary pay any bills directly. Donations from other private individuals can be made to the beneficiary, or the donors can pay for the materials directly. If you want to do an expensive project that requires more money than you can raise from donations, it is possible to have a fundraising activity as part of the project, but you must have fundraising paperwork signed in advance. Be sure you understand the paperwork requirements and complete the BSA Unit Money-Earning Application before you begin.



Completing the Eagle Scout Award Application

1. Make sure that all personal information is filled in.
2. Be certain that the date for the Star Scout Award is at least four months later than the date for the First Class Scout Award
NOTE: Rank is achieved or earned on the day that the Board of Review is satisfactorily completed. Months are calendar months, regardless of the number of days in each (for example, May 8th through June 8th is one month). Be sure to provide month, day, and year for each rank.
3. Age Requirement Eligibility – If any of these requirements cannot be met or if there is any confusion as to their meaning, contact your District Advancement Chairperson.
4. Requirement 1 – Make sure that the date of your Life Scout Board is entered and that was at least six months prior to your 18th birthday and at least six months after earning Star.
5. Requirement 2 – Religious Reference: Your religious leader should be your reference. If you have no formal religious affiliation, your parents are your reference to affirm that you uphold the religious principles of Scouting. Although not required, you may also attach a personal statement of belief if you choose.
6. Requirement 3 – Make sure that the “Date Earned” and “Unit No.” are filled out for all 21 Merit Badges. Be sure to supply the month, day and year the badge was earned. Merit Badges 6 and 9 offer a choice. Cross out ones not earned. If a crossed-out badge was earned, it may be entered in lines 12 through 21.
NOTE: A badge is earned on the day the Merit Badge Application is signed by the counselor.
7. Requirement 4 – Make sure that the positions entered are from the approved list and that the dates indicate at least six months of service in a leadership position since your Life Scout Board of Review.
8. Requirement 5 – The Eagle Scout Service Project Workbook, No. 18-927, will provide the basis for the review of your Eagle Project. It is essential that all material contained therein be complete, legible, and in compliance with everything requested. Photos and supporting documents, though not required, will visually enhance your presentation and facilitate the review of your project.
NOTE: The date required is the date that the last bit of physical activity was completed on the project.
9. Requirement 6 – This requirement provides you with an opportunity to present the review board a picture of where you have been, are now, and are going within the next few years. Provide a complete picture of achievements and memberships such as school (scholastic, athletic, extra curricular), church, community organizations,

hobbies, special interests, employment, etc. In Scouting you may include Order of the Arrow, leadership positions, Year-Round Camper, training and impact of Scouting upon your life. Include a statement of your life purpose, which differs from your educational and career aspirations.

10. Verification by Applicant – Sign and date. Date must be at least six months after the date of the Life Scout Board of Review.

11. Unit Approval

Unit Leader – *Only a Scoutmaster may sign. Signature of an Assistant Scoutmaster or Committee Member is not acceptable. This certifies Scout lives by the Scout spirit in his daily life.*

Unit Committee Chairperson – *Unit Committee Chairperson only. This certifies accuracy of all information supplied, dates of Merit Badges, ranks, and leadership positions.*

12. Do not fill out any of the remaining portion of the application.

13. Following the procedure used in your district, submit the following to your District Advancement Chairperson for final review:

- a. Eagle Scout Rank Application
- b. Write-up prepared for Requirement 6
- c. Your *Eagle Scout Leadership Services Project Workbook* containing proper actual signatures.
- d. A well-written project report detailing how you led the project
- e. Any additional information that you deem necessary to aid the Eagle Board of Review in its evaluation of your submission. Any supporting documents or photographs should be of original quality.

14. Neatness, legibility, grammar, spelling, and punctuation are important. The writing effort should match the dignity of the award and be your best work. The write-ups should be in narrative form, not a diary, though the use of a diary may be of great assistance to you in preparing your document. No reports written in pencil will be accepted.

NOTE: Be sure to use the names of your helpers. Detail any problems you encountered and how they were resolved as you carried out your project.

You must have your Eagle Board of Review within three months after your 18th birthday. If this commitment cannot be met, contact your District Advancement Chairperson. This should be done as soon as it is realized that a problem may exist.

15. Your Troop Eagle Coordinator, Advancement Chair, or Unit Leader can assist you in the preparation of your Eagle Scout Application. If they cannot, they should contact your District Advancement Chair.

