

Eagle Scout Leadership Service Project

BSA Troop 505

Principles

- The most important attribute of a well-executed service project is the leadership the scout demonstrates. The tangible benefit to the community — structure, sign, flagpole, etc. — are secondary.
- The Troop must ensure consistency and high standards for Eagle Scout Service Projects.
- The Troop's process and expectations must be clearly defined for the scout.
- Every Scout goes through the same process.
- Eagle rank is earned by hard work, demonstrated and proven leadership ability, excellence in Scouting, excellence in character, superior Scout spirit, and a dedication to putting back into Scouting more than is taken out of it.
- A key principle in earning the Eagle rank is for the scout to execute a difficult project using his own initiative and talents. The Scout is to do the planning, leading, directing, delegating, writing reports, proposals, and acquiring all necessary resources, assistance, and materials.
- Poor planning on the Scout's part will not be accepted as a reason for extraordinary efforts on the part of the Scoutmaster or the Troop Committee to approve of the Scout's project proposal or final report. The scout is strongly urged to complete the Final Project write up a minimum of 6 weeks before his 18th birthday.
- Through the project, the scout interacts with the community as a member of Troop 505 and leaves a positive impression.

Rules

- The Scout must be actively involved (attend 80% of the Troop meetings and outings) with the Troop during his tenure as a Life Scout (demonstrates scout spirit).
- The Scout must be at least Life rank before attending the Eagle preflight class.
- The Scout must attend an Eagle preflight class prior to submitting his Eagle application for signoff by the Troop Committee.
- No work can start (no fundraising or anything other than planning) until the *Eagle Scout Leadership Service Project Workbook* has been signed off by the Scoutmaster, project sponsor, Troop Committee Chairman, and the Greater Yosemite Council Waukeen District advancement representative.
- Committee approval must be done during a Committee meeting with a quorum of Committee members voting. Parents shall not be in attendance when their son presents his proposal to the committee or when the committee approves the proposal.
- The Service Project Proposal and Final Project Report shall be of the highest quality. They shall be typed with correct spelling and grammar, complete, and well organized.
- The Service Project Proposal shall consist of a project plan including schedule, budget, materials list, task list, and diagrams where appropriate. It shall also explain how the scout will demonstrate leadership of others.
- The Service Project Proposal shall include a safety plan. It must address all hazards and how they will be mitigated.
- The Eagle project should challenge and reflect the Scout's knowledge and leadership skills. As such, the project should meet the following standards:
 - Take a minimum of 120 hours of labor to complete.
 - Benefit a religious institution, the community, a school, or other public/non-profit entity.
 - Require managing the project and demonstrating leadership.

- The Scout must keep good records, including a log by day and time of what was done, who helped, tasks worked on, materials used, and hours worked. Before and after photos are strongly recommended. The Scout must keep all receipts, plans, permits, and other documents generated during the execution of the project. These should be submitted with the final report.
- The Final Project write up shall address the questions in the “After Completion” section of the Eagle Scout Leadership Service Project Workbook.
- The scout shall follow the process outlined in the table below.

Eagle Mentors

The Troop Scoutmaster charters the Eagle Mentors (EMs). The EMs are responsible for overseeing all phases Eagle Scout projects to ensure consistent standards, high quality, and that projects stay within scope. The EMs will provide a timely response to the scouts to ensure that their project is not delayed.

Typical Eagle Scout Leadership Service Project Process

		Scout	Scoutmaster	EM	Project Contact	Advancement	Troop Committee	Council or District	Adult initial and date when complete.
1	<ul style="list-style-type: none"> Scout attends Eagle preflight class and obtains "Flight to Eagle" package¹. 	X		X		X			
2	<ul style="list-style-type: none"> Monthly, at regular meetings, scout provides project status report to EMs. 	X		X					
3	<ul style="list-style-type: none"> Scout describes project concept to SM. SM gives verbal approval to proceed 	X	X						
4	<ul style="list-style-type: none"> Scout prepares and submits 2 page write up of concept to EM for review. 	X		X					
5	<ul style="list-style-type: none"> Scout complete pages 1, 5, and 6 of his <i>Leadership Service Project Workbook</i> ("Workbook") 	X			X				
6	<ul style="list-style-type: none"> Scout presents concept to Troop Committee. Committee provides approval (signature) for detail planning &/or guidance. Approval for fundraising may be given at this time. Committee member and SM sign "Workbook" 	X	X				X		
7	<ul style="list-style-type: none"> Scout prepares and submits detailed Service Project Proposal to EM 	X							
8	<ul style="list-style-type: none"> EM reviews proposal, provides coaching, and recommends presentation to Troop Committee. 	X		X					
9	<ul style="list-style-type: none"> Scout presents Service Project Proposal (5 copies) and "Workbook" to Troop Committee Advancement records made available to Committee Committee documents comments, required changes, and (conditional) project approval and provides copy to scout. 	X	X			X	X		
10	<ul style="list-style-type: none"> If approval is conditional, ensure conditions are satisfied. 	X							
11	<ul style="list-style-type: none"> Scout completes page 9 and obtains signatures in "Workbook" from Council or District advancement committee member² and representative of the site receiving the project. 	X						X	
12	<ul style="list-style-type: none"> Scout performs Service Project EM member visits project site EM reviews and approves significant changes in project scope 	X		X					
13	<ul style="list-style-type: none"> Scout prepares Final Project write up. Scout completes "Leadership Service Project Workbook" making references to Service Project Proposal and Final Project write ups as necessary. 	X							
14	<ul style="list-style-type: none"> EM reviews Final Project write up and "Workbook". 			X					
15	<ul style="list-style-type: none"> SM approves Final Project write up and signs "Workbook" 		X						
16	<ul style="list-style-type: none"> Project contact signs "Workbook" to approve project completion 				X				
17	<ul style="list-style-type: none"> Scout enters project completion date on Eagle Scout Rank Application (requirement 5). 	X							

¹ Leadership Service Project Workbook, Eagle Application, *Becoming an Eagle Scout* memo from R Mailhot, instructions for requesting 5 letters of recommendation, *Troop 505 Eagle Scout Service Project*

² In Tracy area, Mr. OConnel.