

Troop 783 - STEPS FROM LIFE SCOUT TO EAGLE SCOUT **Updated 3December2011**

The process of becoming an Eagle once a Scout achieves the rank of Life can be confusing and complicated. This page outlines the steps and order the Scout must follow to successfully obtain the Eagle Rank.

The requirements for Eagle rank are:

1. Be active in your troop for at least 6 months as a Life Scout.
2. Demonstrate Scout spirit by living the Scout Oath and Scout Law in your everyday life.
3. Earn the 12 Eagle required merit badges and 9 other merit badges.
4. Serve in a qualifying leadership position in your Troop for at least 6 months while a Life Scout.
5. Plan, develop, and give leadership to others in a service project. See below on how to have a successful Eagle Scout Service Project.
6. Take part in a Scoutmaster's conference.
7. Successfully complete the Eagle Board of Review.

A Further explanation of each of the requirements follows:

Eagle Requirement 1

You must hold the rank of Life Scout for at least 6 months before becoming eligible to be an Eagle Scout. You must complete Eagle rank requirements #1 through #6 before your 18th birthday.

Eagle Requirement 2

Regular participation in troop meetings and activities including backpacking and camping trips helps to demonstrate Scout Spirit.

Eagle Requirement 3

The Eagle required badges are: First Aid, Citizenship in the Community, Citizenship in the Nation, Citizenship in the World, Communications, Personal Fitness, Emergency Preparedness OR Lifesaving, Environmental Science, Personal Management, Swimming OR Hiking OR Cycling, Camping, and Family Life.

Eagle Requirement 4

Qualifying positions are: Patrol leader, assistant senior patrol leader, senior patrol leader, troop guide, Order of the Arrow troop representative, den chief, scribe, librarian, historian, quartermaster, junior assistant Scoutmaster, chaplain aide, webmaster, and instructor.

Eagle Requirement 5

Generally, a boy starts to think about his Eagle Project about a year after earning his Life Rank. Your Service Project must be for the benefit of a religious institution, school,

community, or environment. The project should benefit an organization other than Boy Scouts. Troop 783 requires that the project be large enough to ensure at least 100 man hours of volunteer work. After you come up with a project idea, you should **follow these steps in order** and do not move on to the next step until you have successfully completed the current step. You will be working closely with the Troop 783 Eagle Projects Supervising Scoutmaster (currently Mr. Bucklew) and the Eagle Advancement Chair (currently Mrs. Breitenstein).

1. Get a verbal okay from a representative of the organization that will benefit from your project.
2. Get a verbal okay from the our troop's Eagle Projects Supervising Scoutmaster
3. You must use the Eagle Scout Leadership Service Workbook, BSA publication: http://www.scouting.org/filestore/pdf/512-927_fillable.pdf to document your project. Type up your plan using the Eagle Scout Leadership Service Project Workbook pages 1-17. Make sure your plan is detailed and includes the estimated man-hours, budget, tools and materials needed, as well as Before pictures. All pages of your Workbook should be printed out and placed in a 3 ring binder with each page in a sheet protector.
4. Work with the Eagle Advancement Chair to ensure that your detailed write-up is thorough and complete and meets BSA standards. You must get her approval before moving on to the next step.
5. Make an appointment with the Eagle Projects Supervising Scoutmaster to go over your detailed plan and get his signoff on Page 10.
6. Get the signature of the representative of the group that is going to benefit from your project on Page 10.
7. Make arrangements with the Troop Committee Chair to present your project to the Parent's Committee. Call the Committee Chairman to arrange to present your project at a Parent's Committee Meeting. Wear your Class A uniform and sash. Tell the Committee about your project and show pictures. You do NOT need to provide handouts. Be prepared to answer all questions that may be asked and to take notes on the suggestions given. If the Parent's Committee approves your project, then Committee Chairman will sign your paperwork.
8. Call the Pacifica District Eagle Project Coordinator Mr. Bob Harada at (310) 532-6947 to arrange a meeting with a Pacifica District Advancement Committee Member to get District approval and sign-off for your project plan.
9. Meet with your assigned Pacifica District Advancement Committee Member wearing your Class A uniform and sash and bring your Eagle Project Book. This person will sign off your project plan on page 10.
10. At the same time you are working on getting your District approval, you may contact the Troop Eagle Advancement Chair to select dates for your project.
11. Procure a Tour Plan to cover the day(s) of your project and keep it in your notebook.
12. Carry out your project. Remember you are supposed to demonstrate leadership. You should not be doing all of the work yourself. You need to organize other Scouts, friends and adults to help you complete the project. Send out flyers and emails about your project work dates. Call the Scouts a day or two before to

remind them to come. Keep a first aid kit and cell phone on hand in case of an emergency. Have a sign in sheet so volunteers can log their hours. Take pictures along the way.

13. When your project is complete, give a list of all volunteers and the number of hours worked to the Troop Service Hour Chairperson. Fill out pages 19-20 on the Service Project Workbook and obtain signatures from the organization representative and your Eagle Projects Supervising Scoutmaster on Page 20.

Eagle Requirement 6

Before you can have your Scoutmaster Conference you must put together your Eagle Notebook as follows:

1. Ask the Troop Advancement Chair for a copy of your Troop Advancement record and the blue card for each of the merit badges you have earned.
2. Fill out a copy of the Eagle Scout Rank application
http://www.scouting.org/filestore/pdf/512-728_web.pdf
 - a. The PID field in the top right corner is for your BSA ID #. This can be found on your membership card or on the Troop Charter (see the Troop Registrar).
 - b. For requirement #2 on the application you need to list several people that are willing to vouch for your good character. You must list your parent(s), an educator, and two “other” people. If you have a job and/or a religious leader you should list these people in the appropriate spots. *If you do not have a religious leader you must list your parents on that line.*
3. Prepare your Eagle Notebook (use a 3 ring binder with each page in a sheet protector)
 - a. Section 1: Eagle Application
 - b. Section 2: Rank cards for each of your scout ranks – ordered by rank and with all signatures completed. These cards were given to you at various Courts of Honor during your scouting career.
 - c. Section 3: Merit Badge Blue Cards – include only the “Applicants” portion of the Blue Card. Order the cards in the same order as they are listed on the Eagle Application with Eagle merit badges first followed by the rest of your Blue Cards in the order that you earned the merit badges. The Troop Advancement Chair has your Blue Cards.
 - d. Section 4: Eagle Project – include your eagle project application and write up (as described above under Eagle Requirement 5) with all before and after required signatures and plenty of before, during and after pictures.
 - e. Section 5: Requirement #6
 - i. Type up a 1 to 2 page essay about your ambitions and life purpose – in school, in career, in family. Sign and date the bottom of your essay. *Label the top of this page: Req. 6 - Life Purpose and Ambitions - (your name)*
 - ii. Type up a resume or list of academic awards, clubs, sport participation, positions held in organizations outside of scouting,

etc. Label the top of this page: Req. 6 - Participation and Leadership - (your name)

- f. Section 6: Include certificates and pictures showing your achievements – both inside and outside of scouting - since you started your scouting career.
4. Have the requirements in the Eagle Rank section of your Scout Handbook signed off by the Senior Patrol Leader.
5. Complete a Troop 783 Advancement Form including sign off by the Senior Patrol Leader and the Troop Participation and Service Hours Chairperson.
6. Meet with the Eagle Advancement Chair to have your Eagle Book validated, Eagle Application finalized, and Advancement Form signed.
7. Contact each person you listed in Requirement 2 and ask them to complete an [Appraisal Form](http://www.pacificabsa.org/frm/bsa/bsa_district_advancement_eagle_req_2_2008.pdf) (http://www.pacificabsa.org/frm/bsa/bsa_district_advancement_eagle_req_2_2008.pdf). Please note that these Appraisal Forms expire after 6 months – that is, you must complete your District Eagle Board of review within six months of when your appraisers fill out their forms – so do not have them do it too early in this process. Also, ask each person to save a copy of the form they submit in case their form gets “lost in the mail”. Be sure to give each person an envelope addressed as follows:

Mr. Bob Harada
Pacifica District Advancement Chairman
1424 W. 172nd Street
Gardena, CA 90247-5712

8. Arrange for a Scoutmaster's Conference with the Asst. Scoutmaster of your choice.
9. Contact the Board of Review Chair to arrange for a Board of Review within the troop.
10. After successfully completing your Troop BOR, have the Troop Scoutmaster and Troop Committee Chairman sign your Eagle application in the designated locations

Eagle Requirement 7

1. When your Eagle application is completed and signed off by the Troop Scoutmaster and Troop Committee Chairman and all letters of recommendation have been mailed in, call the Pacifica District Eagle Project Notebook Coordinator, Ms. Maria Gunderson at (310)325-0907 to arrange a review of your material. You will then meet with a series of Pacifica District representatives culminating in your Eagle Board of Review (aka Character Board). Once you have been given the date for your Character Board, make arrangements with **the**

Asst. Scoutmaster of your choice to come to your Board to introduce you and support you.

2. After successfully completing your District Board of Review, you are an Eagle Scout! However, your Eagle application will be forwarded to the Los Angeles Council Service Center and then on to BSA National Eagle Scout Service Center for processing. It will take about a month or so to receive official notification, at which time you can begin to plan your Eagle Court of Honor. When you plan your COH be sure to make arrangements with the Asst. Scoutmaster of your choice to speak and present you with your Eagle pin, neckerchief, etc.