



TRAIL TO EAGLE



A Guide for Life Scouts

Boy Scouts of America Troop 220 Lee's Summit Christian Church Lee's Summit, MO

You are now a Life Scout, one stop away from Scouting's highest award, Eagle Scout. The fact that a young man is an Eagle Scout has always carried with it a special significance, not only in Scouting but also as he enters higher education, business or industry, the military, and community service. This award is a performance-based achievement whose standards have been well maintained for over 100 years.

Every Boy Scout is eligible to earn the rank of Eagle Scout. However, Troop 220 and the Heart of America Council (HOAC) feel strongly that in order to fully meet all of the requirements for the rank of Eagle Scout, the Eagle candidate should display maturity and leadership throughout this Eagle process. Taking charge of the Service Project from beginning to end, taking accountability for accurate and complete information on the Eagle application form, personally communicating directly with references and maintaining a productive, meaningful presence within Troop 220 are all important factors related to maturity and leadership that the Eagle Board of Review is encouraged to consider when an Eagle candidate appears before them. Eagle Scout is not just another rank in the Boy Scout advancement program; it is awarded to recognize mastery of scouting which is itself a demonstration of character, fitness and citizenship. No Eagle candidate will be denied if he meets all of the requirements; however, it is very difficult to meet all the requirements without being a leader. The Troop Committee has prepared these guidelines to help you focus your efforts as you pursue your Eagle Scout award. The Troop and Troop Committee invite all Eagle candidates to pursue this goal and offer our full support.

The Trail to Eagle:

The trail to Eagle Scout requires a tremendous commitment to stay on a long and sometime rough path. As a Life Scout, you are just one step away from youth's most significant accomplishment and honor. You can advance at whatever rate you and your parents want, but remember that all Eagle Scout requirements must be finished before your 18th birthday. Scouts with disabilities will meet with their EA regarding time extensions. The following information and your Eagle Advisor (EA) will guide you and your parents with key information to help you make the final steps to Eagle Scout.

On this web page, you will find the following forms and reference information needed to complete your trail through Eagle Scout requirements to Eagle Court of Honor. Use this site to print out the information and forms. All the information, below, is in a PDF format.

1. Trail To Eagle: A Guide for Life Scouts
2. Eagle Scout Service Project Planning Guide
3. Eagle Scout Service Project Workbook
4. Eagle Scout Rank Application – Complete instructions
5. Eagle Scout Rank Application
6. Scout's Goals and Ambitions letter
7. Appraisal Letters (Parent, Religious Leader, Scoutmaster)

Eagle Advisor:

When you become a Life Scout, you will be partnered with an Eagle Advisor (EA) from Troop 220. The EA is an adult leader who will be a resource to you as you proceed on the path to Eagle. The EA should be the first person with whom you discuss your Eagle Service Project and they will be available to you throughout this process.

Requirements:

- These are listed in The Boy Scout Handbook.

The Paper Trail:

The trail to Eagle Scout is rugged, but the part most Scouts put off until last is one of the easier sections of the trail. You can make your last few steps to Eagle Scout go smoother if you do a little homework along the way. This is the *Paper Trail*. Collect, write, and keep the following records up to date. You can use a copy of your **Eagle Scout Application** as a checklist to help you organize this information.

- Dates you earned each merit badge (12 Eagle Scout required, and 9 others). List the month, day, and year that the merit badge counselor actually signed and dated them. Do not use the date you received them during a Court of Honor. This information will come from the merit badge cards that were returned to you and you kept. If you cannot find them, then contact the Troop's Advancement Chairman.
- Dates you held all leadership positions since earning Life (write them in your Scout Handbook). If you cannot find them, then contact the Troop's Advancement Chairman.
- Eagle Scout Service Project Workbook. Make sure you fill it in and get all the needed signatures.
- Eagle Scout Application.
- Appraisal letters.
- Scout's Goal and Ambition.

Eagle Scout Service Project Workbook:

The Eagle Scout service project is different from other service projects you have done because you are now the leader. The Eagle project must meet three criteria –

- It must be of significant value to the community outside of Scouting (community, church, school, etc.).
- Planning and development require forethought, effort and time....sometimes more than for the execution of the project. Therefore, you must demonstrate that you have thoroughly planned the project to completion.
- You must provide leadership to others (youths and adults) during the project (the project idea does not have to be original, but you must be in charge; and two people cannot lead the same project.)

So here's what you need to do to successfully complete the Eagle Scout Leadership Service Project. A copy of the **Eagle Scout Service Project Workbook** and **Eagle Scout Service Project Planning Guide** has been provided. This Eagle Scout Service Project Workbook is a fillable PDF document file so that you can type directly onto the worksheets. You can print this booklet and record the progress of your project directly on the pages. You will be making many changes to the information for your project while you complete it, and setting it up on the computer makes

completing the changes easy and provides a much neater presentation. During the early stages we suggest that you write it, but it is strongly recommended to present a typed version to the Troop Committee and the District Chairman for approval.

The steps for completing your project are:

- Your Eagle Advisor (EA) will be available to you as a resource in this project.
- Read the **Eagle Scout Service Project Workbook**, the **Eagle Scout Service Project Planning Guide**, and **Guide to Advancement** – section 9.0.2.0 completely. Make sure you understand what is required of you.
- Come up with a potential idea. You may use the Workbook or Planning Guide, talk to your EA, the Scoutmaster, Troop Committee, HOAC, Internet, local agencies that serve the needy or provide other services to mention a few for ideas for your project.
- Once you have a project idea, review it with the Scoutmaster to be sure your idea meets the basic Project requirements. Describe whom it will benefit, materials needed, approximate costs, number of people, etc. This will be a brief description.
- Once the idea is approved by the Scoutmaster, you can begin assembling specifics about the project, such as signatures, prices, quantities, diagrams, photos, etc for completion of the Project Proposal. See the copy of the **Eagle Scout Service Project Planning Guide** to help guide you with this.
- When your EA thinks your Proposal is ready, you will arrange a time to present your Proposal to the Scoutmaster.
- When the Scoutmaster thinks your Proposal is ready, you will arrange a time to present your Proposal to the Troop Committee for approval. Troop Committee meetings are scheduled for the first Thursday after the first Tuesday of every month. Remember, you must be in full “Class A” uniform.
- After you complete recommended changes, if any, made by the Committee, present the packet to the Scoutmaster and Committee Chairman for final review and signature.
- You will then be able to present your Proposal to a member of the Thunderbird District for review and approval at the next regularly scheduled District Roundtable meeting. Roundtable is scheduled for the first Tuesday of every month. Your EA, Scoutmaster, or Committee Chairman can inform you of the time and place. You must be in complete “Class A” uniform when you present at District.
- Once your Proposal is approved, you must complete the Project Final Plan. See the **Eagle Scout Service Project Planning Guide** to help you with this process. The Final Plan must be completed prior to beginning work on the project itself.
- If you need to conduct fundraising to purchase materials or supplies for your project, you must complete the Eagle Scout Fundraising Application. Remember, your project cannot be a fundraiser.
- **We highly recommend that you consult with your EA during the completion of the Final Plan.**
- Upon completion of the project, obtain the signature of the project sponsor and gather the required photos, and complete the Eagle Scout Service Project Report (see **Eagle Scout Service Project Workbook**). Then present your finished Project Workbook to the Scoutmaster for final approval and signature which is required before you may participate in an Eagle Board of Review.
- **Again, we highly recommend that you consult with your EA during the completion of the Final Plan and before you begin work on your project to minimize the potential of either the project beneficiary or the Scoutmaster not approving your project.**

Some tips during completion of your project:

- Read everything before you start.
- Anytime you are presenting your project, soliciting, etc., you must be in full "Class A" uniform.
- Place the lines for signatures on a separate sheet, so you don't have to obtain signatures more than one time while making changes to the project information.
- Make and keep extra copies of all of your forms.
- Throughout the process, make sure you keep the Eagle Scout Leadership Service Project up to date, and make sure that all signatures are present.
- Call your EA with **any** questions.

Letters of Appraisals:

Prior to scheduling your Eagle Board of Review, you are required to have an appraisal or letter of recommendation completed by your parents, Scoutmaster, religious leader, and principal or teacher. The completed recommendations are confidential, and should be mailed directly to the Troop Advancement Chairman after completion. A copy of each one of the appraisal letters is provided for you on our website. Print a copy of the forms and ask the individuals to complete the appraisals for you. Include with your letter, a pre-addressed and stamped envelope so the individuals can complete the form and drop it in the mail with ease. This will add to the success of receiving the letters in a timely matter. You should begin this function about three months before your anticipated board of review. The appraisal letters must be received before your Eagle Board of Review can be scheduled.

Eagle Scout Application:

A copy of the **Eagle Scout Application** and how to fill it out and an **Eagle Scout Rank Application Checklist** is on the Troop's web site. This is where the *Paper Trail* that you kept earlier will come in handy. When filling in your elective merit badges, place them in order of date received, not alphabetical order. These will then correspond directly to ranks earned. When the above steps are completed, present them to your EA for review. Once the EA has approved everything, you are ready for your Scoutmaster Conference.

Scoutmaster Conference:

Once the EA has approved your application, phone the Scoutmaster to arrange a Scoutmaster Conference. Only the Scoutmaster (or someone delegated by the Scoutmaster) does the Eagle conferences.

- Bring your finished Eagle Scout Leadership Service Project.
- Bring your completed and signed Eagle Scout Application. Bring a copy of your Scout's Goal and Ambition worksheet. The Scoutmaster can help you on the application with requirement #6.

After the Scoutmaster Conference, take the items listed above to the Troop Committee Chairman for his signature. The Troop Committee Chairman will then obtain approval from the Heart of America Council to allow scheduling of your Eagle Board of Review. When everything is approved, the Troop Committee Chairman will contact you and set up an Eagle Scout Board of Review. It will take at least one week to set up your Eagle Scout Board of Review.

Please note that the Board of Review will not be conducted until the Letters of Recommendation are received by the Troop Advancement Chairman.

Eagle Board of Review:

The following items will be needed by the Committee Chairman to schedule your Board of Review:

- Completed application approved by the HOAC.
- All appraisal letters received by the Troop Advancement Chairman.
- Copy of your Goals and Ambitions.
- Completed Eagle Scout Leadership Project paperwork, including your Final Summary.

The Eagle Board of Review will include at least three Troop 220 adult leaders (not related to you), at least one adult from HOAC, and you. Make sure that you are in full "Class A" uniform.

Eagle Court of Honor:

The Eagle Court of Honor is special, and it is separate from our regular Courts of Honor. The Troop's Eagle Court of Honor Coordinator will contact your family and provide a wealth of information and help with arranging the Eagle Court of Honor.

Finally:

Congratulations on achieving the opportunity to complete this final step to Eagle Scout. Please be sure to contact your Eagle Advisor regularly to discuss your progress and for answers to any of your questions. After earning your Eagle Scout rank, please return this disk to your Eagle Advisor.

One last note, after you have attained your Eagle Scout rank, your scouting career does not have to end. A Scout can continue to earn Palms as he earns additional merit badges and continues to participate in Troop activities. Attaining your Eagle Scout rank verifies your skills as a leader, and provides you an opportunity to take a leading role with Troop 220 and begin giving back that which you received from scouting.

