



# LIFE TO EAGLE PROCESS

## Rancho Del Mar Orange County Council





## Introduction – Eagle Project

- | It's about the Scout
- | Maturity, responsibility, leadership
- | Parents, you will learn practical pointers to help the Scout succeed.
- | Adult support is needed, but the Scout does the project not the adult.
- | A lifelong memory and accomplishment.



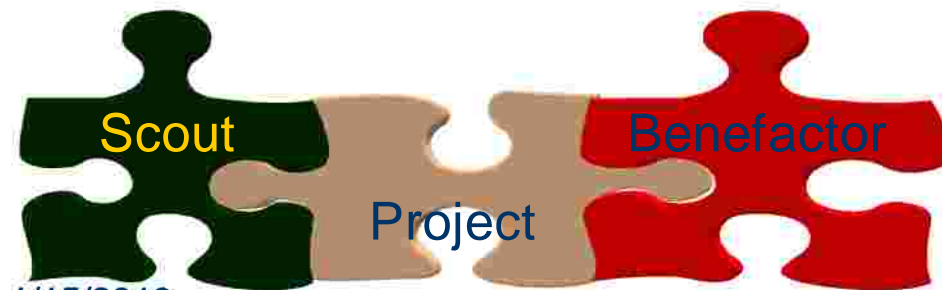
## Eagle Project Timeline - estimate

Planning	month 1
Approvals	month 1
Execution	month 2
Paperwork	month 3
Final Approvals	month 3
Eagle Board of Review	month 4
Eagle Court of Honor	month 6
Total	about 6 months



# Overview

- | Must be Life Scout
- | Project must benefit a non-profit organization.
- | Must have management elements contained in the project - demonstrate scout leadership.
- | Worthy Scout, worthy project, worthy beneficiary.
- | Eagle packet now only on line, Orange County Council  
<http://advan.counciltraining.net/life2eaglepacket>



1/15/2013



# Selecting the Project

- | Interests the Scout  
(No simple Blood Drives, Gardening maintenance, Fundraising only)
- | Quality beneficiary available (no student grant projects)
- | Technical advisor available
- | Parents supportive of the project
- | How and where the project will be executed.
- | Man Hours must be enough to clearly demonstrate leadership. Many projects 120 to 500 man hours
- | Must be finished and approved by District prior to 18<sup>th</sup> birthday.



## Beneficiary

- | Must be registered not for profit (possible exception for privately owned parks)
- | Must have stability
- | Must be flexible
- | Must be communicative
- | If the project is done on site, must be able to give the Scout time and space to do the project.



## Technical Advisor Role

- | Must be knowledgeable in the media of the project.
- | Must be able to teach and coach without doing the project for the Scout.
- | Must have a flexible attitude so that the Scout can take the lead.
- | Must be a good cheerleader to keep the Scout going.



# Parents Role

- | Positive attitude
- | Offer suggestions when the Scout is stalled
- | Let the Scout run the project
- | Transportation
- | Tools, space, money
- | Encouragement
- | Constructive feedback
- | Safety





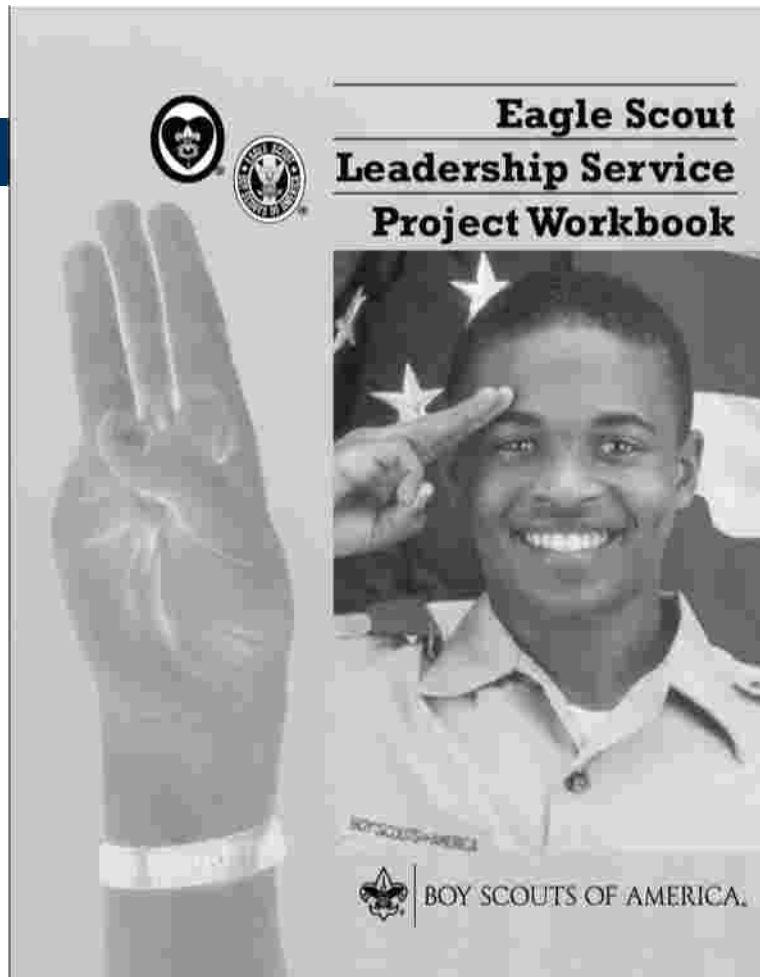
# Troop Coach (Advisor) Role

- | Coach the Scout on the process
- | Explain the process to parents
- | Assist the Scout with beneficiary if needed
- | Assist the Scout with technical advisor if needed
- | Help the Scout with District and Council as needed
- | Expedite the Scout to complete the process
- | Coach, Review and Approve planning and completed project to pass on to Unit Leader.

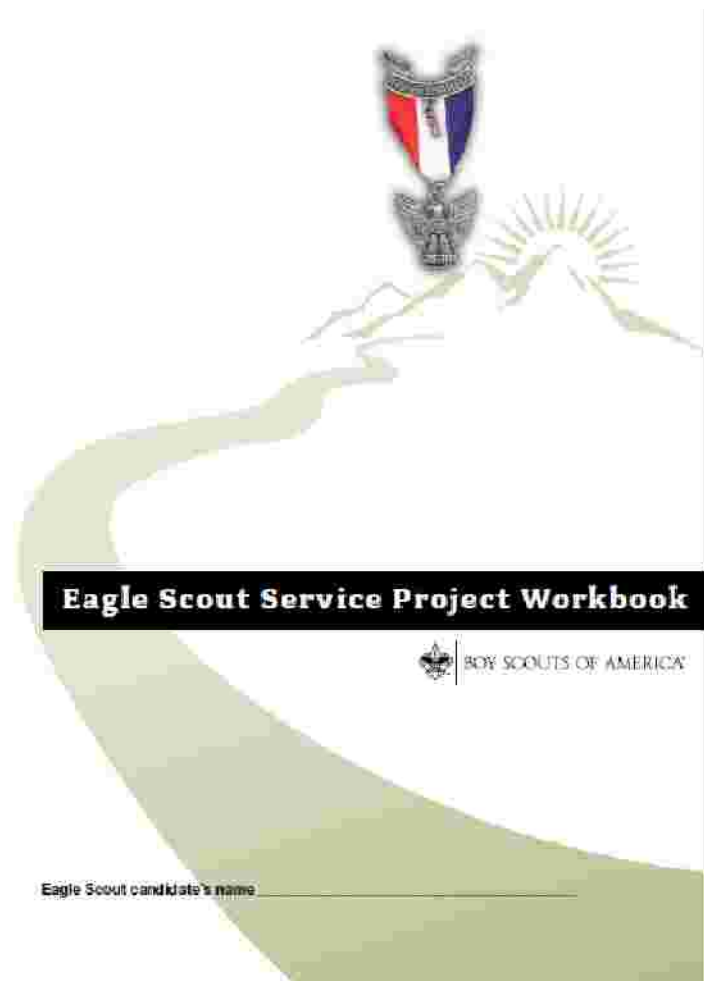
# New Project Workbook



Pre 2012 Form



New 2012 Form





# Planning: Start Project Binder

## SERVICE PROJECT - PROPOSAL      Month 1

- | Complete Contact Information - page 6
- | Select the beneficiary and the project
- | Project Proposal Form – page 7~10
  - (Help from Unit Coach, Tech. Advisor & Beneficiary)
- | Beneficiary agreement (may require - drawings, material & labor details in proposal stage)
  - Letter to Scout requesting project, put in binder (suggested)



# Planning continued....

- | **Fundraising Application** - (Project Workbook, page 17, 18, read both pages)
  - Approved by Beneficiary, Unit Leader, District Coach
  - Money raised is to be held by Beneficiary or Unit, until needed. Excess money is to be donated to Beneficiary.
- | Project Proposal is to be reviewed or approved by
  - Unit Eagle Coach (agreement)
  - Unit Leader (approval)
  - Committee Chair (approval)
  - Beneficiary (approval)
  - District Eagle Coach (approval)



# Planning continued.....

## SERVICE PROJECT - FINAL PLAN      Month 1

- | Complete the planning detail page 13~16
  - Drawings. Permits, Permissions
  - Material list, total estimated consumable cost
  - Tool plan
  - Labor plan, when to do what, total man hours
  - Location of project, time available (logistics)
  - Safety Planning and Contingency Plans
- | Unit Eagle Coach, review and advise
- | **District Project Coach** review and advise



## Execution – month 2

- | Letters to potential contributors,  
in person, in uniform is the best (copies in notebook)
- | Collect contributions, deposit with Beneficiary or Unit
- | Purchase items needed
- | Prepare location & tools for project
- | Recruit and schedule Scout labor
  - Determine what type of labor is needed
- | Begin when technical advisor is available



## Permission Forms – Important step

- I Permission forms required so labor (under 18) can work on the project
  - Unit form or OC Council form (next slide)
  - <http://www.ocbsa.org/wp-content/uploads/2010/06/19-673.pdf>
- I Tour Planning form if travel is required, 4 pages
  - [http://www.scouting.org/filestore/pdf/680-014\\_fillable.pdf](http://www.scouting.org/filestore/pdf/680-014_fillable.pdf)
- I Must be in final project notebook, approved



### ACTIVITY CONSENT FORM AND APPROVAL BY PARENTS OR LEGAL GUARDIAN

This form is recommended for unit use to obtain approval and consent for Tiger Cubs, Cub Scouts, Webelos Scouts, Boy Scouts, Varsity Scouts, Venturers, and guests (if applicable) under 21 years of age to participate in a den, pack, team, troop, or crew trip, expedition, or activity. This form is required for use with flying plans and should be attached to the flying plan application. It is recommended that parents keep a copy of the form and contact the tour leader in the event of any questions or in case emergency contact is needed. Additional copies of this form along with the *Guide to Safe Scouting* are available for download from Scouting Safety at [www.scouting.org/forms](http://www.scouting.org/forms).

First name of participant and middle initial \_\_\_\_\_ Last name \_\_\_\_\_  
 Address \_\_\_\_\_ Birth date (month/day/year) \_\_\_\_/\_\_\_\_/\_\_\_\_ Age during activity \_\_\_\_\_  
 Additional address (mail street address if you have a P.O. box) \_\_\_\_\_  
 City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
 Has approval to participate in \_\_\_\_\_ (Name of activity, administrative flight, sailing trip, etc.)  
 From \_\_\_\_\_ (Date) \_\_\_\_\_ (Date) \_\_\_\_\_  
 Without restrictions.  
 Special considerations or restrictions: \_\_\_\_\_

#### HOLD HARMLESS AGREEMENT

I understand that participation in Scouting activities involves a certain degree of risk and can be physically, mentally, and emotionally demanding. I have carefully considered the risk involved and have given consent for myself or my child to participate in this activity. I also understand that participation in this activity is entirely voluntary and requires participants to abide by applicable rules and standards of conduct. I release the Boy Scouts of America, the local council, the activity coordinators, and all employees, volunteers, related parties, or other organizations associated with the activity from any and all claims or liability arising out of this participation.

In case of emergency involving my child, I understand every effort will be made to contact me. In the event I cannot be reached, I hereby give my permission to the medical provider selected by the adult leader in charge to secure proper treatment, including hospitalization, anesthesia, surgery, or injections of medication for my child. Medical providers are authorized to disclose to the adult in charge examination findings, test results, and treatment provided for purposes of medical evaluation of the participant, follow-up and communication with the participant's parents or guardian, and/or determination of the participant's ability to continue in the program activities.

Participant's signature \_\_\_\_\_ Date \_\_\_\_\_  
 Parent/guardian printed name \_\_\_\_\_  
 Parent/guardian signature \_\_\_\_\_ Date \_\_\_\_\_

Area code and telephone number (best contact and emergency contact) \_\_\_\_\_ Email (for use in sharing news items about the trip or activity) \_\_\_\_\_

Contact the adult tour leader with any questions:

Name \_\_\_\_\_  
 Phone \_\_\_\_\_ Email \_\_\_\_\_

680-672  
2011 Printing

### TOUR PLANNING WORKSHEET

Tour plan No. \_\_\_\_\_ Date received \_\_\_\_\_ Date reviewed \_\_\_\_\_  
 Date \_\_\_\_\_  
 Pack  Troop/team  Crewship  Contingent unit/crew unit/crew \_\_\_\_\_ Chartered organization \_\_\_\_\_  
 Council name/No. \_\_\_\_\_ District \_\_\_\_\_  
 Purpose of the trip \_\_\_\_\_  
 From (city and state) \_\_\_\_\_ to \_\_\_\_\_  
 Mileage round trip \_\_\_\_\_ Dates \_\_\_\_\_ to \_\_\_\_\_ Total days \_\_\_\_\_  
 Itinerary: It is required that the following information be provided for each day of the tour. (Note: Speed or excessive daily mileage increases the possibility of accidents. Attach an additional page if more space is required. Include detailed information on campsites, routes, and boat plans and include maps for wilderness travel as required by the local council.)  

Day	Time	Event	Notes	Mileage	Overnight equipment (check box if not provided)
					<input checked="" type="checkbox"/>

 Typical trip:  Day trip  Short-term camp (less than 72 hours)  Other (SA/Weekend, etc.)  
 Long-term camp (longer than 72 hours)  High-adventure activities  
 Party will consist of (number) \_\_\_\_\_ Party will travel by (check all that apply):  
 Cub Scouts  Boy Scouts  Varsity Scouts  Can  Bus  Train  Plane  
 Venturers - male  Venturers - female  Youth groups  Car/cab  Van  Boat  Foot  
 Adult - male  Adult - female  Trip  Bicycle  Other \_\_\_\_\_

**Leadership and Youth Protection Training:** Boy Scouts of America policy requires at least two adult leaders on all BSA activities. Cool Venturing crews must have both male and female leaders older than 21 for overnight activities. All registered adults must have completed BSA Youth Protection Training. At least one registered adult who has completed BSA Youth Protection training must be present at all events and activities. Youth Protection training is valid for two years from the date completed.

Adult leader responsible for this group (member at least 21 years old):  
 Name \_\_\_\_\_ Age \_\_\_\_\_ Scouting position \_\_\_\_\_ Expiration date \_\_\_\_\_  
 Address \_\_\_\_\_ Member No. \_\_\_\_\_  
 City \_\_\_\_\_ State \_\_\_\_\_ Zip code \_\_\_\_\_  
 Phone \_\_\_\_\_ E-mail \_\_\_\_\_ Youth Protection training date \_\_\_\_\_  
 Assistant adult leader (member minimum age 18, or 21 for Venturing crews):  
 Name \_\_\_\_\_ Age \_\_\_\_\_ Scouting position \_\_\_\_\_ Expiration date \_\_\_\_\_  
 Address \_\_\_\_\_ Member No. \_\_\_\_\_  
 City \_\_\_\_\_ State \_\_\_\_\_ Zip code \_\_\_\_\_  
 Phone \_\_\_\_\_ E-mail \_\_\_\_\_ Youth Protection training date \_\_\_\_\_

Attach a list with additional names and information as outlined above.

- Our travel equipment will include a first aid kit and a roadside emergency kit.
- The group will have in possession an Annual Health and Medical Record for every participant.

We certify that appropriate planning has been conducted using the Sweet 16 of BSA Safety, qualified and trained supervision is in place, PERMISSIONS are secured, health records have been reviewed, and adult leaders have read and are in possession of a current copy of *Guide to Safe Scouting* and other appropriate materials.

Signature (Council, District, or Scouters' representative) \_\_\_\_\_ Sign as adult leader \_\_\_\_\_

Unit (write name of contact (not unit) name) \_\_\_\_\_ Telephone \_\_\_\_\_



BOY SCOUTS OF AMERICA

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# Execution tips

- I Eagle candidate must avoid
  - Waiting for someone else to take charge.
  - Social session rather than work session
  - Lack of planning for work day
  - Lack of labor, Lack of material
- I Eagle candidate must
  - Know what he wants to accomplish each work day
  - Have food / water, tools & safety equipment for workers



# Photographs

- I Photographs, before, during and after
  - More is better than less (10 to 50)
  - Show location without project
  - Show steps during project
  - Show scouts and advisors
  - Show completed project
  - Show completion party

**“A picture is worth a thousand words”**



## At the end of each work day

- | Record the hours worked by each person
  - Keep records by Scout and by adults
  - Keep running totals and percentages
  - Eagle candidate must show his planning hours and execution hours vs. everyone else's hours
- | Changes made from plan, what was the impact, what was learned from the change
- | Plan accomplishments for next work day



## When the project is completed...

- | Suggestion, obtain a letter from the beneficiary saying the project was completed and that they are satisfied with the results (letter goes in project notebook)
- | Send thank you letters to contributors, workers, advisors (copies go in project notebook)
- | Complete the Project Report, page 19~20
  - photos, receipts, letters, permissions, log-in sheets, etc.



## When the project is completed

- | Schedule meeting with Unit Eagle Project Coach – review, advice
- | Eagle Candidate signs on page 20
- | Completions Approvals (page 20) from
  - Beneficiary and Unit Leader
- | Completed report in a Binder
  - Cover sheet, your name, beneficiary and project name.
- | Bring to **District Eagle Coach** for review.



# Project binder

## Project Workbook format

- | Was started in planning stage
- | Has drawings, project approvals
- | Letters: request, donations, completion & thank you
- | Has changes made and why, detail
- | Was updated each work day - accuracy
- | Has before during and after photographs
- | Permission forms, sign in sheets
- | Meet with Unit Project Coach to assure completeness.



# Eagle project is only one step

- | Complete and approved Eagle project
- | Scout book is complete and accurate
  - Position of responsibility 6 months as Life Scout
- | Unit Leader conference, completed
- | Merit badge record at Council agrees with Scouts record, Blue Cards are the final word
  - Correct Eagle MB at correct time
- | Confidential Appraisal: Teacher, Religious leader, Friend of Family (2), Parents, Employer.
  - Sent directly to District Eagle Coach / Board Chairman
- | Unit Readiness Review (practice for District Board)



## Eagle Application - month 3

- | Get a printout from Council showing the dates of Merit badges and advancements -Volunteer services
- | Make sure your record and Council agrees
  - Unit Advancement Chairman help correct errors.
- | Complete Application form, get approvals, Unit Coach, Unit Leader, Committee Chair
- | Write requirement 6 (detail coming)
- | Application & Requirement 6 to District Eagle Coach/Chairman







## Requirement 6 – goes with Eagle Application

- | Statement of ambitions
- | Statement of life purpose
- | Leadership positions held including honors and awards in those positions
  - Scouts
  - School
  - Religious institution
  - Community
  - Camp
- | Submit with Eagle App to District Eagle Coach.

# Successfully Complete District Eagle Board of Review – month 4



- | Board Scheduled After District Coach receives.....
  - ∅ Completed approved Eagle Project Completion Report
  - ∅ Confidential Appraisal Forms (5 or 6)
  - ∅ Correctly completed Eagle Application
  - ∅ Requirement 6 statements
- | Merit Badges / Advancements verified (Council)
- | District Eagle Board of Review can be scheduled. 3 to 6 Adults over 21 (District-Board Chairman)
- | Eagle Rank Date - Date of Successful Board.
- | Paperwork to Council then National.



## Eagle Court of Honor – month 6

- | Receive e-mail in about 4 – 8 weeks after successful District BOR
- | National BSA Certificate @ Volunteer Services
- | Parents purchase Eagle presentation kit
  - scout shop
- | Ceremony: Unit / Parents decides where, when & script.
- | Make mailing list, friends, dignitaries, newspapers.
- | Eagle / Parents recruit Religious Leader
  - Invocation & Benediction



# Eagle Scout responsibilities

- I At Eagle Court of Honor
  - Speech – Describe Eagle project
  - Speech - Acceptance of Eagle responsibilities
  - Remember those who have helped him, especially Parents
  - Invite friends from school
- I For the rest of your life
  - Live by the Scout oath & law, high Eagle Standards.
  - Help BSA when ever and where ever you can.



# Where to Get More Information

- | Your Unit Eagle Coach
  
- | District Advancement Committee
  
- | Council volunteer services
  - Phone 714-546-4990



## Help on the web

- | [www.ocbsa.org](http://www.ocbsa.org) Orange County Council
  - Eagle packet, only on line from OC Council  
<http://advan.counciltraining.net/life2eaglepacket>
  - Confidential appraisal form  
[http://advan.counciltraining.net/sites/default/files/E\\_glepacket/9ConfidentialAppraisal07-02-09.pdf](http://advan.counciltraining.net/sites/default/files/E_glepacket/9ConfidentialAppraisal07-02-09.pdf)
- | Eagle Scout Info. (National HQ) [www.eaglescout.org](http://www.eaglescout.org)
- | National Eagle Scout (NESA) [www.nesa.org/trail/manual.html](http://www.nesa.org/trail/manual.html)
- | Project Workbook @ NESA  
[http://www.scouting.org/filestore/pdf/512-927\\_fillable.pdf](http://www.scouting.org/filestore/pdf/512-927_fillable.pdf)



# Life to Eagle

- | A trip that will be remembered for life by the Eagle Scout and parents.



THANK YOU