Ed Parsons,
DWC Advancement
Committee Chairman

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Presented by the Daniel Webster Council

Supporting Materials at:

https://nhscouting.org/advancement/life-to-eagle/

And

https://nhscouting.org/advancement/life-to-eagle/life-to-eagle-forms/

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#2 – Why are you here?

JT Shupe, Massabesic Eagle Board Chairman

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Why I Didn't Earn my Eagle

- Didn't manage my time well; ran out of time (aged out)
- Too busy with school, clubs, sports, and other activities
- In a relationship
- Working (have a job)
- Driving (got wheels)
- Family duties and activities
- Volunteering (4H, Church, Community service)

#3 – What is Required to Become an Eagle Scout?

Val Touba, Massabesic Advancement Chairman

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Eagle rank requirements compared with Star and Life ranks

Rqmt. #	Category	Star & Life	Eagle	Remarks
Eligibility	Maximum Age	None	up to 18th birthday	includes the day you turn 18; application can be turned after 18th BD
1	Active participation	Star: 4 months Life: 6 months	6 months	understand your Scoutmaster's definition of "active" participation; this a great question to ask during your Unit Leader conference for Life rank
2	Scout Spirit	Past and present	Past, present & future	5 character references required for Eagle; 6 if you have a job
3	Merit Badges	Star: 6 total, 4 "required" Life: 11 total, 7 "required"	21 total, 14 "required"	a "required" merit badge "Citizenship in Society" was added in 2022
4	Leadership	Any one of 16 positions or unit ldr appv'd ldrship proj.	Any one of 15 positions	(1) "bugler" does not qualify for an Eagle leadership position (2) no option for a unit leader-approved leadership project
5	Community Service hours	Star: 6 hours Life: 6 hours	No minimum	
	Your role	Participant	Project Leader	
	Approval authority	Unit Leader	District Eagle Board	Project approval for Eagle rank requirement #5 requires an appearance before your District Eagle Board
6	Unit Leader Conference	Unit Leader	Unit Leader	
	Statement of life ambitions	n/a	Written statement	Attached to, *and submitted with* Eagle Rank application
7	Board of Review	Members of your troop committee (adults you're familiar with)	Members of District Eagle Board (probably strangers to you)	
Other	Requesting rank advancement when requirements are completed	Informal communication (verbal, electronic) with your unit Advancement chairperson	Eagle Rank Application form, filed with Daniel Webster Council	DWC's Eagle rank application system has fully transitioned from hard-copy submissions to an electronic portal with document uploading but stay tuned for future updates and refinements to this system

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Intro: What I've tried to do for this section is examine the requirements for Eagle rank, relative to what you should already be familiar with; the requirements for Star or Life ranks. In the chart, if there is a difference for Eagle rank vs. Star or Life, I've listed it in red font.

Eligibility: I'm not implying that a scout can earn Star or Life rank after turning 18, I'm just pointing out the fact that the 18th birthday is only listed as an age limitation for Eagle rank. The day of your 18th birthday is the last day that you can complete any Eagle requirements. The Eagle rank application can be submitted after your 18th birthday…but sooner is better.

2) Scout Spirit: Character references required from:
- Parent
- Religious leader
- Educational professional from your school e.g., principal, teacher, coach, guidance counselor, etc.
- Two other adults, e.g., neighbors, coaches, former scout leaders, etc.
- Employer (if employed)

5) Approval authority: If you're not sure which of the 7 districts you're in, the DWC web site has that information, based on the town or region you live. Left click on the "MORE" heading and then pull your cursor down to "Districts". If you click on each district in turn you should eventually find yours. The website also contains the contact information for your District Eagle Board chairman.

6) Statement of life ambitions: This statement deals with both the past, present and future. It asks you to list your experiences in any organizations outside of scouting in which you demonstrated leadership. That doesn't mean you had to be president of the organization; *any* role in which you demonstrated leadership qualifies, as does any position of responsibility. The requirement says "list" so, you don't need to go into great detail here; two or three sentences per experience is sufficient.
The second part of the statement should focus on your goals and ambitions for the future. Try to include something about your future career goals, your passions and your personal life. If you hope to be a parent someday with a small army of kids, let us know. Regarding career aspirations, you don't need to be too specific here, for example, "I've always felt a calling by the medical profession so I'm considering majoring in Biology". Bottom line…it's pretty hard to fail this requirement unless you list something like "Mafia hit man" or "International drug smuggler" in your career goals.

Other: This isn't a requirement but I added because it highlights a difference in the advancement process for Eagle.

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#4 – "Long Poles in the Tent" - Time Management

Val Touba, Massabesic Advancement Chairman

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4) Time Management

Time Management (with focus on the Eagle Project)

Project Phase	Time Management Tips	"Take-Aways"
Conceptual	**Start early**	If you have a good Eagle project idea in mind by the time of your Life unit leader conference, you'll be ahead of the game by weeks, if not months
	Educate yourself	Attend a Life-to-Eagle seminar and talk to adult leaders familiar with the Life-to-Eagle process
Approval	**Have a realistic advancement timeline**	A goal is not a plan. If you leave achieving Eagle rank to the whims of fate there's a greater chance that you'll find yourself scrambling at the end, turning an experience that should be satisfying and rewarding, into one that is stressful and unpleasant.
	Know Thyself	Be honest about your abilities and other commitments. Seeking trusted advice will save you from biting off more than you can chew.
	Keep the scope of your Eagle project realistic	The Eagle project is the only Eagle requirement that *you* have control over, and remember…size doesn't matter so avoid the temptation to take on more than practical
	Expect the unexpected	You can't predict the unexpected but you can plan for it
Planning & Execution	**Delegate!**	This is a "must" to demonstrate that you showed leadership
	Break the project down	Treat your overall project as a series of smaller, manageable projects
	Have a realistic project timeline	You can't predict the unexpected but you can plan for it
	Don't let perfection become the enemy of good enough	If your completed project will have a beneficial impact, and *you* provided the leadership and there was evidence of planning, you should be fine

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Intro:
Instead of plunging headlong into the many specific principles of time management, I'm going to distill some of its key principles into the requirements for earning Eagle rank, with greatest emphasis on Eagle requirement #5; the Leadership Service Project.

There are three major phases to completion Eagle requirement #5: Conceptual phase, Approval phase, Planning & Execution phase.

Conceptual Phase:
The Conceptual phase can really start any time on your trail to Eagle; you don't have to wait until you're Life rank. You may belong to, or be aware of an organization outside of scouting that has specific "needs or wants" that you can develop into a good project. You might also come up with an original idea yourself and sell that idea to the beneficiary. For example, while watching a high school football game, one young scout in Bedford noticed that the flagpole at the far end of the field looked ridiculously small from the midfield bleachers so he always felt that replacing it with a taller one would be a worthy Eagle project when the time came.

Of course, you'll also want a "warm feeling" that your project idea(s) will be approved when the time comes so pay attention to that segment of today's presentation.

The Time Management take-aways for the Project Conceptual Phase are;

• **"Start Early!"** If you have a good Eagle project idea in mind by the time of your Life unit leader conference, you'll be ahead of the game by weeks, if not months
.

• **"Educate yourself"** Attend a Life-to-Eagle seminar and talk to adult leaders familiar with the Life-to-Eagle process

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Approval Phase:
The second phase is the Approval phase and the obvious question is, "what's the best time to initiate it? In my opinion, that depends on your personal situation. Are you the go-getter who earned Life rank by age 13? Is Scouting is your primary extracurricular activity? If either of those describes you, I suggest focusing on earning your 10 additional merit badges and fulfilling your Eagle leadership position first, then worry about getting your Eagle project approved and completed. Giving yourself that additional six months or year, during which you'll gain experience, maturity and self-confidence, will make completing your Eagle project requirement less stressful and more enjoyable.

If, on the other hand, your advancement track is more gradual, perhaps due to other activities that compete for your time, you'll probably find yourself working on your merit badges, your troop leadership position and your Eagle project concurrently, which isn't the end of the world but, will demand greater attention to time management including; personal reflection and honest self-assessment about your abilities and limitations. For some of you, being "realistic" might mean taking a semester off from a sport, a club, theater or band. It might also mean reducing hours at a job or taking regular classes versus AP classes.

In any case, give yourself an Eagle project approval deadline of <u>no later than your 17th birthday</u>. Every month that you procrastinate adds more risk of running out of time due to stumbling blocks that life will throw at you and "FYI", most of those stumbling blocks wouldn't qualify for an Eagle rank time extension (we'll discuss extensions later today). Here's a sample of stumbling blocks:

•Minor illnesses (cold, flu, etc.): District Eagle boards meet monthly so even a short illness at the wrong time can set you back a month.
•Academic conflicts: PSATs, SATs, college visits, etc.

•Extracurricular activity conflicts: travel sports, playoffs, tournaments, school clubs, social life, etc.

•Obtaining beneficiary approval: *Newsflash!!* your Eagle project isn't a top priority for many of the adults with whom you'll have to meet; furthermore, those adults might be away on business trips or family vacations just when you need to meet with them.

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The Time Management take-aways for the Approval phase are;

•"**Adopt a realistic timeline for Eagle rank and stick to it**" A goal is not a plan. If you leave achieving Eagle rank to the whims of fate there's a greater chance that you'll find yourself scrambling at the end, turning an experience that should be satisfying and rewarding, into one that is stressful and unpleasant.

•"**Know Thyself**" Be honest about your abilities and other commitments. Seeking trusted advice will save you from biting off more than you can chew.

•"**Keep the Scope of Your Project Realistic**" The Eagle project is the only Eagle requirement that *you* have control over, and remember…size doesn't matter so avoid the temptation to take on more than practical

•"**Expect the unexpected**" You can't predict the unexpected but you can plan for it.

Planning & Execution Phase:
The third phase is the Planning & Execution phase. This phase begins the moment your project is approved by the District Eagle Board and ends the moment you obtain the final signature from the beneficiary, accepting the project. As you'll hear many times today, it's *your* project, not your parents', not your Eagle coach's and not the beneficiary's. Therefore, planning and execution are *your* responsibility.

If you've learned anything by this point in Scouting, it's the skill of delegating. The more tasks that you delegate, the more you'll be able to provide specific answers to this key question at your final Eagle Board of Review; "*how* did you show leadership". If you think about it, some of the most basic tasks can be delegated, such as making copies or bringing snacks for the workers.

Break the project down into its component parts. An excellent guide for doing this is the middle or, "Project Plan" section of the Eagle Project workbook. This section is optional for your use, but it's designed to bridge the gap between a rough idea and what's referred to as a "shovel-ready" project.
For example; if your project is refurbishing a wooden fence that's fallen into disrepair, you'd expect to have distinct steps such as; inspecting and evaluating which sections need replacement, procuring materials, repairing or replacing the broken sections, prepping the surface and finally, refinishing. Each step will require different skill sets, materials and tools. Having a plan that defines each step and planning your work days around them will help you maximize the efforts of your workers.

Establish a realistic timeline for planning and execution. Here's where your "trusted advisors" and your Eagle Coach can be a valuable asset. Allow plenty of leeway in your schedule for the potential stumbling blocks of this phase, such as:

- •Bad weather
- •Seasonal limitations: (muddy or frozen ground)
- •Availability of material: (anyone care to guess what can happen to plywood availability during hurricane season?)
- •Availability of helpers: consult local school calendars and troop calendars
- •Fundraising: what if your first fund-raiser doesn't raise enough funds?
- •Your own family conflicts: driver's ed, vacations, weddings, reunions etc. Most parents can tell you which weekends won't be available for working on your project.

continued…

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The final time management principle that I want to discuss may not apply to all of you but I'm sure it applies to some of you. Don't let perfection be the enemy of good enough. You are required to complete all the quantitative or measurable elements of an Eagle project but it doesn't need to be qualitatively or artistically perfect, for example; a trail kiosk should have the basic dimensions and construction features that you proposed but if there are a few places where paint brush marks are showing, that's OK as long as your project is functional and has a beneficial impact.

The Time Management take-aways for the Planning and Execution phase are;

•**"Delegate!"** This is a "must" to demonstrate that you showed leadership

•**"Break the project down"** Treat your overall project as a series of smaller, manageable projects

•**"Have a realistic project timeline"** You can't predict the unexpected but you can plan for it

•**"Don't let perfection become the enemy of good enough"** If your completed project will have a beneficial impact, and you provided the leadership and there was evidence of planning, you should be fine

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#5 – What is an Eagle Project?

Beth Dibble, Chair of DWC Eagle Extensions and Appeals Sub-Committee

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Why an Eagle Project and How Do I Pick One?

- What is the purpose of an Eagle Project?:

To show leadership and give back to the community.

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From the Eagle Scout Service Project Workbook

•"In addition to providing service and fulfilling the part of the Scout Oath, "to help other people at all times," one of the primary purposes of the Eagle Scout Service Project is to demonstrate or hone, or to learn and develop, leadership skills."

•Related to this are important lessons in project management and taking responsibility for a significant accomplishment.

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How Do I Choose a Project?

• What would YOU like to do?

• Are you already involved with an organization?

 • A sports team or league?

 • A church group or other youth organization

 • A town service group?

 If you are very interested or passionate about something you are more likely to succeed.

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Other Ways to Find a Good Project

- Contact local organizations for ideas. Wearing your uniform can help!

- It is a good idea to have a few different ideas/choices for the organization to choose from

- Just remember, this is YOUR project!

Other Ways to Find a Good Project

•Use the Web. Inspiration comes from many sources.

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#6 – What is an Acceptable Eagle Project?

Sandy Berman, Massabesic Eagle Board

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Goal: to foster an understanding of what constitutes an acceptable project, and why.

An Eagle Scout Project **must**:

- Benefit a civic or non-profit organization

  (a.k.a. tax-exempt under section 501(c)(3) of the Internal Revenue Code)
  (includes religious institutions, schools, local or world community groups)

- Provide a significant service to the community

- Benefit more than one person, one family

- Present an opportunity for planning,

  development and leadership **for you**

- Be performed after becoming a Life Scout (and

  after approval of EBoR)

- Demonstrate **your** leadership skills.

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- Eagle Projects **_may not be_**:
  - Only a fundraiser
  - Routine labor
    - Repair & maintenance of existing structure, lands
  - Performed with another Eagle Scout candidate
    - No joint projects
    - Another Eagle Scout candidate could be providing labor in your project, under your leadership; & vice-versa
  - Benefit BSA, its Councils, Districts, Units or properties.

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- **Examples: Yes, or No?**
  - Replace the back deck and stairway at the VFW
    - Yes! -- Not just replacing a few boards here & there
    - Clear indicator: will need a building permit
  - Straighten & repaint a wrought-iron fence around the cemetery
    - No! -- maintenance, consisting of routine labor
    - Clear indicator: existing structure modified
  - Transform the back area of a church that has a seasonal, wet land into a permanent, defined pond with well-defined walking path, and landscaping... Yes, or no? (next slide)

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- Yes
- If wet-land ill-defined, and after DES approves, a reshaping/digging/clear-edging
- .. and putting a full, clear walkway, not just a path that dead-ends at the wet-land area
- .. And you provide necessary signage, possibly a bench to sit and rest, relax, meditate -- all net-new areas

- No
- If just clearing some brush around the wetland
- If trail around it already exists, and just clearing it up
- All above are maintenance work, not net-new areas

#7 – Will A Project Proposal Be Approved?

Jeff Towne, Arrowhead District Eagle Board

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The Project Proposal

- **Once you have a project <u>idea</u>, you must create a project <u>proposal</u>.**

- **The <u>proposal</u>, not just an <u>idea</u>, must be approved.**

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The Project Proposal

A. How does the board decide whether to approve a proposal?

B. You decide.

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Project Purpose

- **Help other people**
- **Leadership skills**
  Learn, improve, demonstrate
- **Project management**
  Learn, improve, demonstrate
- **Opportunity to take responsibility for a significant accomplishment**

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Project Evaluation Criteria

Eagle Scout projects must be evaluated primarily on

- <u>Impact</u> – benefit to the beneficiary
- <u>Leadership</u> provided by the candidate.
- Evidence of <u>planning</u> and <u>development</u>

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Five Tests

The review board must agree that
the proposed project passes these tests:

1. It gives the candidate <u>sufficient opportunity</u> to meet <u>all parts of the requirement</u>

2. It appears to be <u>feasible</u>
(in reasonable time, with unskilled labor)

3. <u>Safety</u> issues will be addressed.

4. The proposal includes <u>sufficient</u>, <u>specific</u> <u>action steps</u> for <u>further planning</u>.

5. The proposed project is on the <u>right track</u> with a <u>reasonable chance</u> for a <u>positive experience</u>.

* Make it easy to say "yes" at the Eagle BoR.

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Requirement 5 Has Many Parts

1. **While a Life Scout**,
2. **plan**,
3. **develop**, and
4. **give leadership to others**
5. in a service project **helpful to**
   a. any **religious institution**,
   b. any **school**, or
   c. your **community**.
   d. (**not** the BSA)

6. A project **proposal must be approved**
   a. **before you start***, by
   b. **you**
   c. **the beneficiary**
   d. your **unit leader**
   e. **unit committee**,
   f. the **district** (or council)

7. You must use the Eagle Scout Service Project **Workbook**, …, in meeting this requirement.

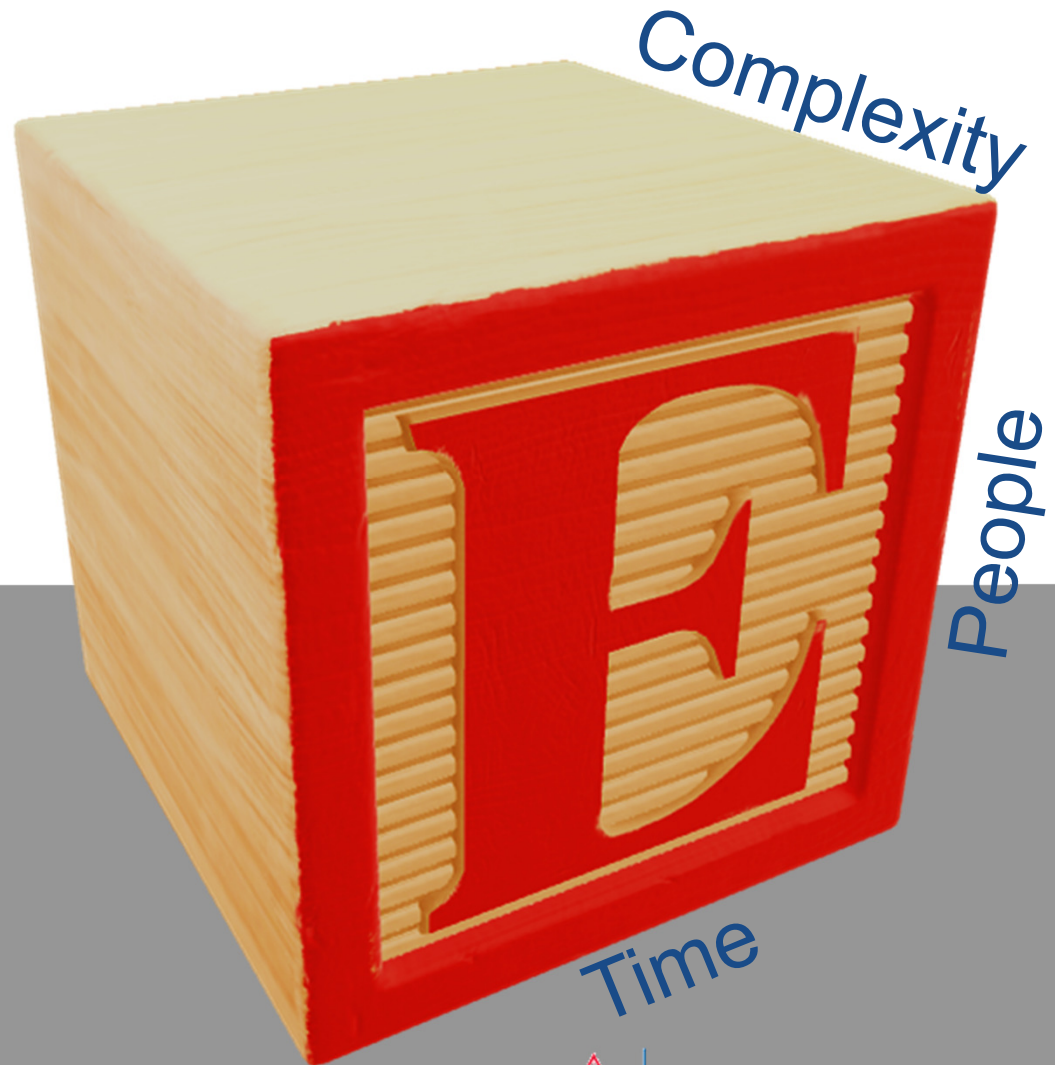* Before you start **anything**, including fundraising

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Consider three dimensions of a project:

- **Time you and helpers invest**
- **Number of people**
- **Complexity of the project**
- **The "cube" needs to be "big enough"**

Complexity

People

Time

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A. How does the board decide whether to approve a proposal?

B. You decide.

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1. Organize a town blood drive to be held in the school's gymnasium.

    – Generally no: Too little planning, development, and leadership opportunity.

    – Same for food, book, clothing, eyeglass drives.

    – Might be able to enhance/extend to make it acceptable.

2. Install erosion control water flow catches on the sloped pathways at Camp Carpenter.

    – No: inappropriate beneficiary

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3. Install two 8' erosion control water flow catches on a sloped trail in a town park.
    - No: Too little planning, development, and leadership of others

4. Organize an auto road rally to raise money for the Senior Center.
    - No: Safety/liability issues
    - No: This is a fundraiser

5. Write a book on the history of my community.
    - No: Too little planning, development, and leadership of others

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6. Design and construct a wheeled storage box for the school to store Troop supplies at weekly meetings.

   – No: Inappropriate beneficiary

7. Document or GEOtag local hiking trail(s).

   – Maybe: Needs clear leadership opportunity

   – Maybe: Needs clear "deliverable" to beneficiary

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7. Organize a town-wide house-to-house loose coin collection day.

   – No: Project cannot be a fundraiser.

8. Perform a roadway cleanup throughout a city or town.

   – No: Safety issues.

   – No: "Maintenance."

   – No: "Routine labor."

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9. Design, construct, and install a new sign for a house of worship.

– Yes

10. Build a wheelchair ramp at the home of a newly handicapped person in town.

– No*: Must benefit more than one person or family.
* *Unless you can identify (indirect) benefit to a suitable beneficiary*

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11. Compose, arrange, and perform music for the opening day of a new worship hall.
    – Yes, if opportunity for planning, development & leadership are sufficient based on the proposal
    – No if a solo performance by the composer.

12. Participate annually as a helper/organizer in the town's Christmas Tree lighting celebration.
    – No: "Helper" is not "planner/developer/leader"
    – No: Must be started after earning Life

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13. Construct a bridge over a river, stream or waterway to enhance or create an existing trail system, or replace a broken, dilapidated or disused bridge or structure.

– Yes; watch out for wetlands concerns

14. Map the graves in a well-known but previously undocumented Town cemetery.

– Yes; be sure it hasn't been done already

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15. Build and install a new sign for a Town property, such as a park, recreation area or other building.

– Yes.

16. Rebuild or improve a dilapidated entrance to a community building.

– Yes. Beware of building codes, permits, safety.

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17. Build new dugouts for a Town baseball field.
   – Yes.

18. Must a project have a lasting physical deliverable to the beneficiary?
   – No.

How did you do?

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#8 – Getting Organized for Your Eagle Project

Jeff Towne, Arrowhead District Eagle Board

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1. Not your parent(s)/guardian(s)
2. Not your coach/mentor/advisor
3. Not your Scoutmaster/Advisor
4. Not the beneficiary
5. Not your helpers, assistants, workers
6. Not your liaison on the District Eagle Board
7. You, the Eagle Scout Candidate

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What Needs to Get Organized?

- Volunteer lists
- Emails
- Phone logs
- Schedules
- Sign-in/sign-out logs for volunteers
- Finances – Income & Expenses
- News articles
- Photos – before, during, & after

- Plans, drawings, sketches, notes
- Lists of tools, supplies, and materials
- Approvals for proposal, changes, completion
- Contact information for beneficiary, donors, coach/mentor, volunteers,
- What else?
  – your time
  – your workbook

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When to Get Organized?

1. <u>From the beginning</u>
   As soon as you get a project idea.

2. Whenever you think or hear yourself say "I'll remember," <u>write it down.</u>

"Have a place for everything
and keep the thing somewhere else.
This is not advice; it is merely custom."
-- Mark Twain

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- Being organized is <u>helpful</u> and <u>courteous</u> to your
  - <u>beneficiary</u>
  - <u>donors</u>
  - <u>helpers</u>
  - <u>Eagle Board</u>

  *people you want
  on your side!

- Being organized is <u>thrifty</u>
  - Disorganization leads to waste
    of materials, supplies, and time

- Be <u>kind</u> to yourself:
  You may need to find information to be prepared for
  - your project plan and work day(s)
  - your final project report
  - your Board of Review

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- Being well organized helps you to Be Prepared to adjust to changes.

Plan For Disaster Now

PLAN A

PLAN B

← Be Prepared

Be Prepared →

BE ORGANIZED

=

BE PREPARED

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How to Get Organized?

Tools to Help You:

- <u>Organized</u> folders/files* on a PC, smartphone, cloud
  - Documents, spreadsheets, drawings, pictures
- Smartphone/digital camera
- Calendar/datebook
- Loose leaf notebook

* Don't forget backups –
paper and/or digital!

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>> 10 Minute Break <<

(Followed promptly by the most fun part!)

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#9 – Eagle Service Project Resource #1: Eagle Coach

Beth Dibble, Chair of DWC Eagle Extensions and Appeals Sub-Comm.

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The Eagle Coach

What is an Eagle Coach?

- An adult who advises and counsels an Eagle candidate through the process of developing and executing the Eagle Scout Service Project

The Eagle Coach
An Eagle Coach Can:

- Provide information and answer questions

- Identify barriers and if needed, guide you around them

- Guide you to a BSA compliant project of value to the community.

The Eagle Coach

An Eagle Coach is involved throughout the entire process.

It helps if the Eagle Coach is someone you know and you know will work well with you.

The Eagle Coach
Where Can You Get One?

From your unit, or you can suggest your own but…………

May NOT be from your immediate family.

The Eagle Coach

CANNOT approve your project, or grant permissions.

An Eagle Coach must be
a registered Scouter and
         have Current YPT tra

One Final Question

What are the main purposes of an Eagle Scout Service Project?

To demonstrate leadership, provide service to the beneficiary, learn about project management, and to take responsibility for a significant project.

4/5/2023

#10 – Eagle Service Project Resource #2: The Workbook

Jeff Towne, Arrowhead District Eagle Board

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Eagle Scout Service Project Workbook

- Eagle Requirement #5:
  "… You must use
  the Eagle Scout Service
  Project Workbook in meeting
  this requirement."

- Use only the official workbook
  from the official source.

  "No. 2023a February 2023"
  (as of 3/28/2023)

Eagle Scout Service Project Workbook

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Eagle Scout candidate's full legal name

Please give a name to your project

*Eagle Scout Service Project Workbook No. 2021a
January 2021*

https://www.scouting.org/programs/scouts-bsa/
advancement-and-awards/eagle-scout-workbook/

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Where to Find the Workbook

The official source:
https://www.scouting.org/programs/scouts-bsa/advancement-and-awards/eagle-scout-workbook/

Eagle Scout Service Project Workbook

Congratulations on earning the rank of Life Scout. You are among approximately 55,000 youth who year after year, achieve that important milestone. As you ponder the meaning behind the Life patch, you are encouraged to think about the symbol of the heart. Historically in Scouting, it was a fitting symbol of health and fitness, but it also represents the spirit of caring and giving that is behind the Eagle Scout service project.

Service to other people is what Scouting is all about. In many ways, your service project reflects who you are as a youth leader. Your result should be of significant impact in your community to be special, and should represent your very best effort.

Your proposal, the logical first step, should emphasize your intention to give leadership to others through proper planning and development. Communicate with the beneficiary often to ensure the project meets the organization's needs once it is completed.

We encourage you to seek guidance from your unit leader and project coach as you need help. Your *Eagle Scout Service Project Workbook*, much like a compass, will help navigate your way to a life of service as a proud Eagle Scout.

DOWNLOAD THE WORKBOOK

Workbook was fixed and updated – 2/5/2021

An Internet search for "eagle scout workbook" can find the link at **www.scouting.org**

nhscouting.org/ life-to-eagle

Beware: There are many out-of-date & "home-grown" workbooks out there!

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Where to Find Related Documents

https://nhscouting.org/advancement/life-to-eagle/life-to-eagle-forms/

Guidelines and Checklists

- Life Scout Letter from the Council
- Eagle Scout Service Project and Eagle Scout Application Guidelines
- Eagle Scout Service Project Planning Checklist
- Service Project Tool Use Guidelines
- Policy for the Solicitation of Funds For Eagle Projects
- Massabesic District Eagle Board Trail to Eagle Checklist

Forms

- Eagle Scout Application
- Eagle Scout Service Project Workbook
- Eagle Scout Project Summary Form
- Glenn & Melinda Adams Eagle Project of the Year Application
- Application for Alternate Eagle Scout Rank Merit Badges
- Request for Extension of Time to Earn the Eagle Scout Rank

Training

- DWC Eagle Coach Orientation 2022
- March 2022 Life to Eagle Presentation
- National BSA Advancement Training Presentations
- Massabesic District Trail to Eagle Presentation (Fall 2022)

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What to do With Your Workbook

Just two things!

1. Read it.
    – Cover to cover.
    – Every page.
    – Really.

2. Follow it.
    – Cover to cover.
    – Every page.
    – Really.

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Candidates Promise*   <u>Sign</u> below <u>before</u> you seek the
other approvals for your proposal.

On my honor as a Scout, <u>I have read this entire workbook</u>...
<u>I promise</u> to <u>be the leader</u> of this project, and to <u>do my best</u>
to carry it out for the <u>maximum benefit</u> to the religious
institution, school, or community <u>I have chosen</u> as
<u>beneficiary</u>.

*Remember: **<u>Do not</u>** <u>begin any work</u> on your project,*
<u>do not raise any money</u>, <u>do not obtain any materials</u>,
<u>until</u> your project <u>proposal</u> has been <u>approved</u>.

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Where to Start? At the beginning!

- Page 1:
  - Check the official source to be sure you are using the current version; the version in the lower left corner of page 1.
  - Fill in the blanks:
    - your name
    - project name
- Page 2: How to Use This Workbook
  - Project Proposal
  - Project Plan
  - Fundraising Application
  - Project Report

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Eagle Scout Requirement 5 has 12 Parts!

1. While a Life Scout,
2. plan,
3. develop, and
4. give leadership to others
5. in a service project helpful to
   a. any religious institution,
   b. any school, or
   c. your community.
6. (The project must benefit an organization other than the Boy Scouts of America)

A project proposal must be approved by

7. the organization benefiting from the effort,
8. your unit leader and
9. unit committee, and
10. the council or district
11. before you start.
12. You must use the Eagle Scout Service Project Workbook, …, in meeting this requirement.

What your project <u>must</u> do, part 1:

- Provide <u>service</u> to a <u>beneficiary</u>:
  - Religious institution
  - School
  - Community
    - Broadly defined
    - Not meant to exclude commercial institutions *that benefit the community*, e.g., a park on privately-owned land but open to the public.
    - District Advancement Committee may consider cases where an individual in need can affect a community.

What your project <u>must</u> do, part 2:

- Provide <u>opportunity</u> for <u>you</u> to
  - <u>plan</u>, <u>develop</u>, and <u>lead</u> a <u>significant</u> <u>project</u>
  - Learn <u>leadership</u> <u>skills</u> or improve or demonstrate leadership skills you already have.
  - Learn/demonstrate <u>project</u> <u>management</u>
  - Take <u>responsibility</u> for a <u>significant</u> <u>accomplishment</u>

Your project should be

- Something <u>you</u> care about

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What your project must <u>not</u> be….

- <u>Routine</u> labor or maintenance

- Exclusively or primarily a <u>fundraiser</u>

- <u>Shared</u> by multiple Eagle candidates

- Performed for the <u>benefit of Scouting</u> (BSA, any Council, District, or Unit, or property).

- Required to take some <u>minimum</u> number of <u>hours</u>. (No one can impose such a requirement.)

- <u>Unsafe</u> (including the "Sweet 16 of BSA safety", adherence to Youth Protection policies, GSS)

- To benefit a commercial enterprise

Four Main Parts of the Workbook

- The Project Proposal

- The Project Plan

- Fundraising Application

- The Project Report

Also included – to be shared early in the process:

- Information for Scouts and Parents/Guardians

- Information for Unit Leaders and Coaches/Advisors

- Information for Beneficiaries (near the end)

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The Project Proposal

- <u>Must be approved</u> by the District Eagle Board <u>before</u> execution, including any fundraising, begins

- Must show that, in the judgement of the board, the project meets 5 tests:

  1. <u>Sufficient opportunity</u> to meet the requirement
  2. <u>Appears to be feasible</u>
  3. <u>Safety</u> issues will be addressed
  4. <u>Action steps</u> for further planning are included
  5. On the <u>right track</u> with a <u>reasonable chance</u> for a positive experience

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Fundraising

- Fundraising for Eagle projects has its own application and its own rules, separate from those for Unit Fundraising activities

- Fundraising applications for Eagle Scout projects are approved by the District Eagle Board (not the DWC office), often at the same time as the project proposal

- Application is not required if no fundraising is needed for a project (e.g., a beneficiary-funded project)

- See DWC guidelines for soliciting funds at the Life to Eagle Forms Page
  https://nhscouting.org/advancement/ life-to-eagle/life-to-eagle-forms/

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Policy Regarding Soliciting Funds for Eagle Projects in Daniel Webster Council

The CHARTER AND BYLAWS OF THE BOY SCOUTS OF AMERICA (June 2019, page 19) states:

"**Youth members shall not be permitted to serve as solicitors of money** for chartered organizations, for the local council, for the National Council, for corporate sponsors, or in support of other organizations."

Therefore, District Eagle Boards shall not approve Eagle projects that utilize systems or platforms, electronic or otherwise, that are to be used for the purposes of soliciting money.

Advancement Committee, DWC - BSA Nov 2021

https://nhscouting.org/advancement/life-to-eagle/life-to-eagle-forms/
https://nhscouting.org/wp-content/uploads/2021/11/DWC_Soliciting_of_funds_policy.pdf

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The Project Plan

- Is a <u>tool</u> <u>to help you</u> to meet the part of the <u>requirement</u> to <u>plan</u> <u>and develop</u> your project
- Increases the likelihood of a successful project
- <u>Should be reviewed with your</u> coach/advisor and beneficiary
- Is not approved or signed
- Can evolve as the project proceeds

- <u>Required</u> for your Board of Review
- Fill in **<u>after</u>** <u>all other work</u> on your project is complete
- To be <u>signed</u> by
  – You
  – The Beneficiary
  – Unit Leader
- <u>Submit</u> at the online portal along with your Eagle application as part of your workbook

Where can you find the
Eagle Service Project Workbook?

- At www.scouting.org
  www.scouting.org/programs/
  scouts-bsa/advancement-and-awards/
  eagle-scout-workbook/

- Via a link on the DWC "Life to Eagle" page
  nhscouting.org/life-to-eagle

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should you do
with your Workbook?

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- Every page.
- Really.

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What parts of the Workbook are <u>always</u> required?

1. <u>Proposal</u>   2. <u>Report</u>

- <u>Fundraising application</u> is required only if the project requires fundraising.
- <u>Project Plan</u> is a very useful tool for your use.

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#11 – Eagle Board 1st Visit - Project Proposal Approval

Sandy Berman, Massabesic Eagle Board

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*Goal: Once the Scout has an Eagle Service Project concept, & with the help of an Eagle Coach/Mentor, emphasize conversion into a Project Proposal (use Workbook). **This section covers what to expect at the visit during the Eagle Board Project Review Proceeding.***

- Scout completes Proposal section of the Eagle Project workbook

- Scout requests review of project based on individual District guidance found at www.nhscouting.org

- Typically, requests should be made 7-14 days prior to scheduled review dates (Scout appointment may be pushed to following month if agenda is full)

- Prior to appointment, Scout ensures ***all approval signatures*** are obtained in workbook

- Remember to complete the Fundraising form including the required signatures.

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At the Meeting:

- Scout introductions
- Scout is asked to describe their project with a focus on how they plan to demonstrate Leadership while executing the project
- Board members will ask questions for clarification
- Scout may view this as an interrogation, but it's a process to ensure the Scout's success at the final Eagle Board of Review.

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- After project is presented, Scout & coach steps out for committee to deliberate approval

- Scout & coach invited back and given decision

- Once approved, Scout is made aware of the need for additional approvals prior to changes to the project (this is to protect Scout from being asked to enhance project/services and for beneficiary to get what was agreed)

- Scout is asked to keep records of all approvals and subsequent communications with assigned committee contact

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- After project is presented, Scout & coach steps out for committee to deliberate approval

- Scout & coach invited back and given decision

- Once approved, Scout is made aware of any need for additional approvals prior to changes to the project (this is to protect Scout from being asked to enhance project/services and for beneficiary to get what was agreed)

- Scout is asked to keep records of all approvals and subsequent communications with assigned committee contact

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#12 – Mock Eagle Project Proposal Approval Board

JT Shupe, Massabesic Eagle Board Chairman et al

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#13 – Secrets for Success

Sandy Berman, Massabesic Eagle Board

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Goal: Review some important ideas after Project Proposal approval & pass along some simple, key advice for project success.

- Project proposal accepted – likely with a general outline – now to 'do the project'
- Planning is most significant next step

  – Multiple plans to make from the proposal

- Plan your materials – in detail

- Plan to include 'extras' – water, nourishment
- Plan for possible alternatives

  – Rout a sign, stencil a sign, plaque for sign...

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- # Fundraising

  - After EBoR approval

  - Guess what it requires – planning!

    - Planning makes fundraiser organized, look responsible, and thus, willing donors

- # Maintain a project log

  - Take pictures – a great way to incorporate family

  - Dates, people, hours-per-person

  - Notes on what occurred, when, how resolved

    - For the project write-up

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- Project Changes
  - Try to resolve without changing the project
  - Consult Eagle Coach/Mentor for advice if stuck
  - Minor change required:
    - Contact Eagle Board liason, typically can approve
  - Major change required:
    - Contact Eagle Board liason, EBoR members will be consulted
    - The original approval is a binding contract between you, beneficiary & Eagle Board. A major change requires all to agree.

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- Project Changes (continued)
  - Major change required: (continued)
    - Scout, parent, ScoutMaster/Crew Advisor, Eagle Coach/Mentor are **not allowed** to approve a project change.

- For any change:
  - Log the change, add to project write-up
  - Attach copy of approved modification from the Eagle Board to the project write-up.
    - The EBoR members likely to differ from project proposal to Eagle rank review

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#14 – The Eagle Board of Review

Beth Dibble, Chair of DWC Eagle Extensions and Appeals Sub-Committee

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Your Project is Done, Now What?

After your project is done, according to your project plan and to the satisfaction of the beneficiary, you need to complete the Eagle Scout Service Project Workbook, Including the last section: The Project Report.

This includes:

- Summary
- Changes
- Leadership
- Materials, supplies, tools, etc.
- Service Project Data – hours spent by the Scout, BSA registered Scouts and adults, and all other youth and adults.

Your Project is Done, Now What?

- Be sure to update the **Eagle Scout Project Summary Form**
- Fundraising
- Photos and other documentation

DANIEL WEBSTER COUNCIL, BSA   NATIONAL EAGLE SCOUT ASSOCIATION
Eagle Scout Service Project Summary Form

Candidate/Eagle Scout

Name:		Age:	Phone:
Troop/Crew #:	Troop/Crew Sponsor:		Sponsor's City/Town:
DOB: / /	District:		Scout's email:

Project Beneficiary:

Name & Address:			State:
Type:	Church (w/denomination):	School/Non-profit civic/fraternal organization:	Date Project Approved:

ed. For Life.®

Are You Ready for your Eagle Board of Review?

Yes, if both the Eagle Scout Service Project AND all other Eagle requirements are completed.

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Follow the DWC Guidelines

Go to https://nhscouting.org/advancement/ to select "Submit your Eagle Application" to upload:

1. Eagle Application

2. Statement of Ambition and Life Purpose

3. The Final Report portion **only** of the Eagle Scout Service Project Workbook

    – All of the work itself must be completed before the 18th birthday.

    – KEEP COPIES OF EVERYTHING! Things can get lost.

    – The application will be reviewed by Council staff for completeness.

    – If accepted, this will be forwarded to the appropriate district Eagle Board Administrator

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- You will be contacted by the district Eagle Board administrator about scheduling a Board of Review.

- This could take two to three weeks.

- If you have not been contacted, call the Council office to check on the status of your application.

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- **DO NOT send your entire Eagle Project Workbook to Council, only the final report.**

- When you are contacted by your district administrator, they will inform you about the preferred method of submitting the workbook.

- Above all, be patient. The local district Eagle Administrator will contact the Scout about scheduling the BOR.

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- **Details about your local district Eagle Board operations and contacts are found at the district website on the DWC Website:**

nhscouting.org

#15 – Mock Board of Review

JT Shupe, Massabesic Eagle Board Chairman
et al

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#16 – Eagle Extension Process - A Last Resort

Beth Dibble, Chair of DWC Eagle Extensions and Appeals Sub-Committee

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Eagle Time Extensions

- Qualifications are listed in the Guide to Advancement in Chapter 9.

- It can be downloaded at Scouting.org or nhscouting.org.

- Forms needed are available at https: nhscouting.org/advancement.

The Process

• If a Life Scout believes that they will need time past their 18th birthday to complete their Eagle Scout requirements due to <u>SITUATIONS BEYOND THEIR CONTROL,</u> they need to file for a time extension.

• <u>Examples</u> of these can be found in the Guide to Advancement

   • A disabling illness or injury

   • A family emergency

   • A natural disaster.

If You Think You Might Need an Extension

- Read sections 9.0.4.0 and 9.0.4.1 VERY CAREFULLY

- Form 11.2.0.0 (a downloadable, fillable PDF) must be filled out completely uploaded to:

https://nhscouting.org/advancement

- It is then routed appropriately

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The Process

The Council Advancement Committee member assigned will contact the unit leader(s) and / or parents for further information.

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The Process

- Every Scout's case is different
- It may require quite a bit of documentation, information, even interviews of the Scout, and adults
- All of this can take time

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NO MATTER WHAT!

CONTINUE TO WORK ON YOUR REQUIREMENTS!

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#17 – Wrap-up

Ed Parsons, DWC Advancement Committee Chairman

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