



A MESSAGE FROM THE ADVANCEMENT COMMITTEE CHAIR

Dear New Life Scout,

Congratulations on having earned the rank of Life Scout! You now have an opportunity to become an Eagle Scout, an accomplishment you will carry with you throughout your life. Getting there requires work and determination on your part. Are you up for the challenge?

Please read this letter, its attachments, and the referenced webpages carefully: They contain instructions and tools that will help make your Trail to Eagle go smoothly. Share this information with your parents, unit leader, and anyone else that will be providing guidance to you along the way.

To earn the rank of Eagle Scout you must complete all seven requirements which can be found in your Scout Handbook and at <https://www.scouting.org/wp-content/uploads/2022/09/2022-Eagle-rank.pdf>. Note that these requirements take real time to complete, so carefully consider how you will use your time to complete all of them (except the Board of Review) **before** your 18th birthday.

As you get started, talk with your unit leader about what “Be active in your troop, crew, or ship” means for your unit, to avoid any misunderstandings later.

One of the requirements for the rank of Eagle Scout is to plan, develop, and give leadership to others in a service project helpful to any religious institution, any school, or your community. The selection of a suitable Eagle service project involves a few critical steps which are outlined in Attachment 1 below. Please follow these guidelines closely; they are provided to help you to be successful in completing this requirement.

Visit the Council website at <https://nhscouting.org/advancement/eagle-scout/> and spend some time reading and understanding the information there and in the relevant subpages with links at the left of that page. To the extent you follow them; you will find this last and most challenging part of your trail to Eagle Scout easier.

Once again, congratulations on earning the rank of Life Scout! I hope to see your name soon among the new Eagle Scouts in New Hampshire.

If you have any questions, please contact

- your unit leader,
- Eagle project coach,
- District Advancement Chair
<https://nhscouting.org/advancement/contact-the-advancement-committee/>,
- your District Eagle Board Chair
<https://nhscouting.org/advancement/board-of-review/>, or
- me.

Yours in Scouting,

J. P. Towne

Jeff Towne
Chair, Advancement Committee
advancement.chair@nhscouting.org [978.710.8105](tel:978.710.8105) (M)

January 2025

ATTACHMENTS

- Attachment 1 - Guidelines for the Eagle Scout Service Project
- Attachment 2 - Policy for Fundraising for Eagle Project
- Attachment 3 - Guidelines for Submitting Your Eagle Scout Application
- Attachment 4 - Guidelines for Your Eagle Scout Board of Review

REFERENCE DOCUMENTS

- Eagle Scout Rank Requirements,
<https://www.scouting.org/wp-content/uploads/2022/09/2022-Eagle-rank.pdf>
- Eagle Scout Service Project Workbook,
<https://www.scouting.org/programs/scouts-bsa/advancement-and-awards/eagle-scout-workbook>
- Eagle Scout Rank Application,
https://www.scouting.org/wp-content/uploads/2022/07/512-72822c-Eagle-Scout-Application_WEB.pdf
- Guide to Advancement, <https://filestore.scouting.org/filestore/pdf/33088.pdf>
- to be sure you have the most current versions of these, see
<https://www.scouting.org/programs/scouts-bsa/advancement-and-awards/resources/>

Attachment 1

Guidelines for the Eagle Scout Service Project

Rev. January 2025

The following guidelines will help you as a Life Scout progress to the rank of Eagle Scout.

- You **must** use and follow the official *Eagle Scout Service Project Workbook* in all aspects of your project, from the proposal through the final report. The instructions and forms in the workbook will help you develop your project and execute the essential steps in the process. Download your copy of the *Workbook* in fillable-pdf format from <https://www.scouting.org/programs/scouts-bsa/advancement-and-awards/eagle-scout-workbook/> Be sure to download the workbook only from www.scouting.org. Be sure you are using the latest version of the workbook¹ when starting your project, and then continue to use that version through completion of the project. Read it cover-to-cover.
- From the very beginning and through to the end, remember that **this is your project**: Not the beneficiary's, not your parent's/guardian's not your unit leader's, not your coach's or advisor's.
- The service project must
 - be executed after you become a Life Scout. This includes development of the proposal.
 - be executed after your proposal has been reviewed and approved by your District Eagle Board. This includes detailed planning and any fundraising.
 - provide a significant, well-defined benefit
 - be done for an approved beneficiary
 - benefit more than one person or family²
 - demonstrate planning and development.
 - demonstrate **your leadership** of others
 - be free of safety and liability issues³
 - not be exclusively or primarily a fundraiser, though necessary fundraising may occur as part of the project.
- Once you begin the process of planning your Eagle service project, keep track of all time expended, yours and that of others that assist you.
- Ask your Unit Leader for an Eagle Coach, or to approve one you request. This person is an advisor (other than a parent or guardian), who is a registered adult leader in Scouting America, works closely with you, and provides guidance as you progress with your project. You may also engage "subject matter experts" as needed for specific skills on your project.
- Before beginning your project, as you develop your proposal, discuss project ideas with your Eagle Coach. That discussion will allow you to select a single concept that will meet the requirement. Contact potential beneficiary organizations to develop these ideas and ensure they are consistent with the proposed beneficiary's needs.
- Complete the *Eagle Scout Service Project Proposal* section of the ***Eagle Scout Service Project Workbook***. Print it, sign it yourself, and get three of the of the four other signatures on the last page of this section.

¹ The workbook has changed multiple times in each of the last few years. As of January 2025 another update is in progress.

² Except in rare circumstances; read your workbook and check with your District Eagle Board before proceeding too far with a project proposal that benefits just one person or family.

³ While your project proposal and plan must anticipate and address safety issues, your adult unit leaders are ultimately responsible for safety.

Attachment 1

- It is up to **you** to contact your District's Eagle Board <https://nhscouting.org/advancement/eagle-scout/> to schedule a review and approval of your project proposal.
DO NOT begin your Eagle service project, including fundraising, until after you have received signed approval from your District Eagle Board, the fifth signature on your project proposal.⁴
- After a successful proposal review, begin executing your Eagle Scout service project, starting with a more detailed plan. To plan your project, use the *Eagle Scout Service Project Final Plan* section of your workbook. This is a very useful tool, but it is not subject to review or approval by anyone. It needs to be only as detailed as you need it to be to ensure your success.
- As the last step of your project, complete the *Eagle Scout Service Project Report* section of the workbook, leaving no blanks. This, along with all other Eagle requirements except the signatures on the project report and the Board of Review **must be completed before you turn 18** unless you have an approved extension. (A copy of the extension must be included with your application.)

⁴ Starting early may mean starting over with a new project.

Attachment 2

Policy for Fundraising for Eagle Projects

Rev. May 2024

Scouts who need to raise funds for their Eagle Scout Service Project must adhere to the rules and guidelines specified in the “Procedures and Limitations on Eagle Scout Service Project Fundraising” on page “Fundraising Application Page B” in the *Eagle Scout Service Project Workbook*.

Regarding point 7 on this page, the Council does not allow an exception for Eagle Scout service projects. While Scouts may ask for donations of and/or discount on materials, tools, supplies, and/or services for their project, **Scouts may not ask for money**. Scouts shall not propose and District Eagle Boards shall not approve Eagle projects that use systems, platforms, or activities, electronic or otherwise, to solicit money. However, Scouts may accept unsolicited donations of money, e.g. from citizens who become aware of the project and of their own accord ask whether and how they can donate cash to the project.

Regarding point 8 on “Fundraising Application Page B”, Daniel Webster Council does not have an exception for low dollar value or specific types of fundraisers.

Eagle Candidates must make clear at fundraising events (e.g. on flyers or posters) that funds are being raised for the beneficiary, and not to benefit the scout or the BSA or any sub-organization thereof.

For your reference, here is an excerpt from the “CHARTER AND BYLAWS OF THE BOY SCOUTS OF AMERICA,” Sept 28, 2023 (https://filestore.scouting.org/filestore/about/Charter_Bylaws_NEB_Approved_09_2023.pdf) , Article XI Section 1 page 18 (emphasis added):

Contributions

*Clause 2. **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**. Adult leaders and youth members shall not be permitted to serve as solicitors in support of personal or unit participation in local, national, or international events.*

Fundraising

*Clause 3. **Youth members may sell products as part of an approved fundraising project if (i) the nature of the product is consistent with the values and purpose of the Corporation; (ii) the value of the product is commensurate with the price at which it is offered;** and (iii) it is in accordance with the Bylaws and Rules and Regulations of the Corporation. Furthermore, any product that is sold or offered for sale as part of an approved fundraising project and bears any emblems, logos, brands, or other designating marks associated with the Boy Scouts of America must be manufactured by a BSA licensee authorized by the Corporation to use such designating marks in that manner on those specific products. **No youth member shall engage in such sales of products for more than 12 total weeks during any one 12-month period.***

Attachment 3

Guidelines for Submitting Your Eagle Scout Application

Rev. January 2025

1. See section 9.0.1.0 of the Guide to Advancement, <https://filestore.scouting.org/filestore/pdf/33088.pdf> Be sure your application is complete - it is a simple 2-page form; there is no reason to leave blank spaces.
2. One your Eagle Scout application use the name you want to appear on your Eagle Scout credentials.
3. Be sure everything is clearly legible on what you submit. (Photographs of printed pages are often not sufficiently legible.) If necessary, you may submit your original electronically completed application plus a scanned or photographed copy of the application with signatures.
4. Go to <https://nhscouting.org/advancement/eagle-scout/>, select "Submit Your Eagle Scout Rank Application", complete the form, and upload all three required documents.
 - a. your **Eagle Scout Application** <https://www.scouting.org/resources/forms/>, in .pdf format
 - b. your "statement of ambitions and life purpose" in .pdf, .doc, .docx, or google doc format (.pdf preferred),
 - c. the completed project workbook in .pdf format, with all signatures on pages 15, 23 (if applicable), and 29.
5. Be sure to keep copies of anything that you submit.
6. Whenever possible submit your application before your 18th birthday. While this is not strictly required, it can remove any ambiguity about whether all requirements were completed before your 18th birthday.
7. Note: Your Eagle Scout Board of Review does not need to be completed before your 18th birthday. According to current rules, this may occur up to 2 years after your 18th birthday.
8. Your application will be validated by DWC staff, after which it will be forwarded to your District Eagle Board. This may take a few weeks to complete.
9. Your District Eagle Board will contact you to schedule your Eagle Board of Review. Depending on the Boards's schedule, it may take a few weeks to schedule your Board of Review, and the Board of Review may be a month or more after you submit your Eagle application.

Attachment 4

Guidelines for Your Eagle Scout Board of Review

Rev. May 2024

1. See Section 8.0.0.0 of the Guide to Advancement, <https://filestore.scouting.org/filestore/pdf/33088.pdf>
2. Bring your **Eagle Scout Service Project Workbook**, including **the approved project proposal and the final report, both** with approval signatures, to your Board of Review (unless you have been directed otherwise).
Your District Eagle Board will notify you if additional copies and/or other materials are required.
3. Before, during, and after pictures of your project are always appreciated; multiple copies of these are not required.
4. Bring the project plan section of your workbook. While this section of the workbook is not required, it can be important in showing your Eagle Scout board of review that you have planned and developed your project as required.
5. Wear as complete a Scout uniform as you own; do not buy a uniform just for this occasion.
6. Arrive on time, preferably a few minutes early to your Eagle Board of Review, in case the meeting with a previous candidate ends early.
7. Be accompanied by an adult escort of your choice (other than a relative, even if they are your unit leader), preferably one who is familiar with your scouting career. Typically this is your Unit Leader, sometimes your Eagle Project Coach/advisor.
Others (e.g. family, friends, other leaders) may accompany you to the meeting and wait outside the Board of Review meeting room.
8. Try to relax. Keep in mind:
 - a. The members of the board are not looking for ways to “trip you up” nor for reasons to refuse to approve your application.
 - b. You are the expert in the room on your scouting career and your Eagle Scout Service Project.
9. Be prepared to review briefly your entire scouting career.
10. Be prepared to discuss how you met each of the Eagle Scout requirements.
11. In the unlikely event that the Eagle Board does not approve your application, see Section 8.0.4.0 of the Guide to Advancement, <https://filestore.scouting.org/filestore/pdf/33088.pdf>
12. Following a successful Eagle Scout Board of Review, it can take a few weeks to a few months to receive your credentials.
13. Presentation of the rank may not be made until the Eagle Scout credentials are received by the local council. Plan an Eagle Scout Court of Honor accordingly.
14. Your Eagle Scout credentials will come to your address of record by U.S. mail from the Council. Be on the lookout for them, and don't mistake them for “junk mail.”