

Cape Henry District Tidewater Council BSA



Scouter's Guide To The Life to Eagle Trail

2005 Edition

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Part I

Introduction

INTRODUCTION

PURPOSE: The purpose of this project is to provide a guideline for the trail from Life to Eagle. When I agreed to hold the position of District Advancement Chairman, I found, for the most part, that the Boy Scout Troops knew how to hold an Eagle Board of Review and write an Eagle Project. There was room for improvement and training opportunities with several troops in our district that had never had an Eagle Scout. There were a few troops that have not had an Eagle Scout in many years. This guide was written in the format that the sections could be pulled out as stand alone sections for training purposes. Part II was written for the scout to show him the paper trail from Life to Eagle. Part III is for the Scoutmaster and the scout. This is to show the proper way to write an Eagle Project from beginning to end. Part IV is for the scout, committee and/or parents to give ideas on how to hold an Eagle Court of Honor.

RESOURCES: Many different resources were used in writing this project. Basic requirements are from the Boy Scout Handbook. The Eagle Scout Leadership Service Project Workbook was used for the bases of How to Write an Eagle Project as well as the Eagle Board. Sample questions for the Board of Review were obtained from various handouts and from various Eagle Boards. Various web sites that are listed in the project were used for some information. The Elizabeth River and Cape Henry District Advancement Committee and the "Team Eagle" members were also helpful in writing How to Write an Eagle Project. We also relied on experience from some of the pitfalls of the trail to Eagle by reading Eagle Projects, sitting on Eagle Boards and walking through the paperwork with the scout.

CONCLUSION: Most of the Eagle Projects that the district advancement committee receive have been very well written. For those that have had problems, We have prepared this packet on How to Write an Eagle Project. This has helped them to rewrite their project and submit a better-written one. We have also found that the Eagle Boards are better run and flow smoother with some help. Once they understand how the Eagle Board is different from the other boards and they have sample questions, the boards are less stressful for the board members. We have also seen a difference in the scout trying to make sure he has the correct paperwork. When he is given a guideline on what paperwork he needs and what is expected from him, he can do a better job on his trail to Eagle.

Yours in Scouting,
Stan Bialas
Cape Henry Advancement Chair
497-3745
sbialas@cox.net

Part II

Life to Eagle Trail

For Scouts & Scouters

LIFE TO EAGLE

Congratulations you are now a Life Scout. Now what??? Hopefully these guidelines will help with the paper work.

I. Requirements for Eagle (Boy Scout Handbook, copyright 1998, pages 446-447)

- A. Be active in a troop for 6 months as a Life Scout
- B. Demonstrate scout spirit
- C. Earn at least 21 merit badges including:
 - 1. First Aid
 - 2. Citizenship in the Community
 - 3. Citizenship in the Nation
 - 4. Citizenship in the World
 - 5. Communications
 - 6. Personal Fitness
 - 7. Emergency Preparedness, or Lifesaving
 - 8. Environmental Science
 - 9. Personal Management
 - 10. Swimming, Hiking, or Cycling
 - 11. Camping
 - 12. Family Life
- D. As a life scout serve actively for 6 months in a position of Responsibility
- E. Complete an Eagle service project
- F. Take part in a scoutmaster conference
- G. Complete an Eagle Scout Board of Review
(All the above must be completed before your 18th birthday except the Board of Review, which must be completed within 3 months after your 18th birthday.)

II. Eagle Project

After becoming a life scout, you can begin to work on your Eagle project. The project must be a project to benefit an organization other than BSA, i.e.: religious institution, school or community. The project cannot involve council property or other BSA activity. It also may not be performed for a business or an individual, be of commercial nature, be a fund-raiser, or be routine labor. The purpose of the project is to demonstrate your leadership to others by planning, developing and carrying out the project. Discuss your project with the unit leader before actually writing the proposal. He can assist you in writing the project. Use the "Eagle Scout Leadership Service Project Workbook" to write your project. You must have the approval of the scoutmaster, troop committee and the organization benefiting from the project before submitting it to the district advancement chairman. You may be required to write revisions from the unit and/or the district. This is normal and nothing to worry about. They are only trying to help you do a good project. After you have everyone's approval you can set a date and

start on the project. For District approval, please contact Mr. Stan Bialas, 497-3745 or sbialas@cox.net, to schedule an appointment to review and sign-off on your project. When the project is finished complete the rest of the workbook on “carrying out the project”.

III. Eagle Application

After all requirements for Eagle Scout have been successfully accomplished, either the scout or the unit representative will make an appointment with the Council Program Secretary ((757) 497-2688 Ext 20) to prepare an Eagle Scout application. At the meeting, the BSA’s SCOUTNET computer program will generate an electronic Eagle application based upon advancement data previously provided from submitted Unit Advancement Reports. Additional data must also be provided to complete the form, such as Leadership positions held and duration after passing the Life Board of Review. This computer-generated application is then provided to the boy/leader to be further completed prior the Eagle Scout Board of Review (references, signatures, etc). The Board of Review is coordinated in the Tidewater Council by the district and unit Advancement Chairperson. Also you will need to ask for reference letters from the people listed in requirement #2. You can use the confidential letter or ask the person you requested the reference from to write a letter. Whichever is used, the letters are to be mailed directly to the advancement chairman. Make sure you give the people you are requesting the letters from, stamped envelopes addressed to the advancement chairman. Please put your name in the bottom left corner of the envelope. Now you are ready to schedule your scoutmaster conference.

IV. Scoutmaster Conference

Call the scoutmaster for a conference. This scoutmaster conference takes longer than the previous ones, so allow time for it. The scoutmaster conference should average 30 to 40 minutes. Make sure you bring all your completed paperwork and book with you. After the scoutmaster conference is completed, the scoutmaster will sign the application, and then the committee chairman will sign the application. ****THIS MUST BE DONE BEFORE YOUR 18TH BIRTHDAY.****

V. Preparing of the Board of Review

After the advancement chairman receives the Eagle application with the appropriate signatures and at least 5 reference letters, the Eagle candidate will be called to set up the Eagle Board of Review. Several dates will be asked for, so be ready to give more than one date. Anyone can sit on the Eagle Board of Review except unit leaders, assistant unit leaders, or relatives. The board will be composed of at least three, but not more than 6 members. The advancement chairman will usually be the chairman of the Eagle Board. One person will be the district representative. The other members of the board can be from the troop or the community, and are not required to be registered scouters. However they must understand the importance of the Eagle Board of Review and agree with the scout oath and law.

The Eagle candidate should have input on who they would like on the their Board of Review. If the candidate has no preference, the board will be chosen by the

chairman. After the date is agreed upon by all parties involved, the unit advancement chairman will call the district advancement chairman to request a district representative.

VI. What to Bring to the Board of Review

- A. Eagle project workbook including pictures
- B. Boy Scout book(s)
- C. Statement of your ambitions—requirement #6 on the Eagle application
- D. Wear a complete Boy Scout field uniform. Please do not staple or tape patches on the merit badge sash or uniform. You must look your best.
- E. Anything else you want the board to see

VII. What the Chairman of the Eagle Board will bring

- A. Eagle application
- B. Reference letters—to be opened at the board
- C. Advancement form

VIII. Eagle Board of Review

The board will meet for 15 to 30 minutes before the scout is asked to join them. This is in order to go over the reference letters, project, application, etc. The unit leader will introduce the candidate to the board. The unit leader may stay if it is agreed by the candidate and the board, but will not participate. The board can ask any question. There are no right or wrong answers. Try to relax. Most of the board members have watched the scout grow in scouting. They are there to help, not intimidate. After all of the questions are asked, the scout will be asked to leave the room. This will take a little longer than the previous boards. After the board has had a chance to discuss the answers and a decision is made, the scout will be asked to come back into the room and told the decision. If he passes the Board of Review, the fully completed Eagle application will be returned to the Council Program Secretary who will verify and electronically submit the application to the National Office in Texas. Final approval and national certificates will generally be returned to the Tidewater Council Office within three weeks and the Scoutmaster shall be notified. If he does not pass the board, he will be told how he may meet the requirements within a given time.

IX. Court of Honor

This is the scout's night. The ceremony and the guest list are up to the scout. The scout should send invitations to the members of the Eagle Board once a date is confirmed. There are about as many ceremonies as there are Eagle Scouts. You can use any ceremony that you want. The ceremony can be simple or elaborate. There are several web sites that can help you decide.

www.eaglescout.org
www.eaglebook.com

www.macscouter.com/Eagle
www.usscouts.org

Part III

How to Write an

Eagle Project

A. PROJECT DESCRIPTION ¹

Describe the project you plan to do.

Briefly describe an overview of your project. Describe your vision as though you were explaining your project to a friend. Do not include the planning details. You will do this later. The description should be no more than ½ a page.

Sample:

I propose to create the necessary landscaping for a house that was created by a nonprofit organization. They have built an assisted living home and need some decorative scenery for it. In the courtyard in the back of the house, I plan to create a butterfly garden. In the front of the house I plan to plant junipers, hollies, liriopse, and crocus to create a warm environment.

What group will benefit from the project?

Name the group or organization that will benefit from your project.

Name of religious institution, school, or community

Telephone number

Address

City

State

Zip code

My project will be of benefit to the group because:

Describe how your project will benefit them. Remember, the project cannot be for the benefit of the Boy Scouts. Do not describe the project, just focus on the benefit of the project.

Sample:

This project will provide a pleasant atmosphere for the residents. The organization will save money since they will not have to pay a landscaper. Also I plan to pick plants that require low maintenance.

The concept was discussed with my unit leader on: _____

Date

The project concept was discussed with the following representative of the group that will benefit from the project.

Representative's name

date of meeting

Representative's title

phone number

¹Eagle Scout Leadership Service Project Workbook, pages 5-9 (all sections in bold print)

B. PROJECT DETAILS

Plan your work by describing the present condition, the method, material to be used, project helpers, and a time schedule for carrying out the project. Describe any safety hazards you might face, and explain how you will ensure the safety of those carrying out the project.

This is where you apply the skills of planning that you have learned throughout your Scouting career. This section should be of such detail, that any person on your project team could use it to guide them through the entire project. Most of your effort will be applied here, to ensure success. Listed below are various sections of information needed to carry out a good project.

Present Condition

Describe the current condition or situation that you are going to change. Do not repeat the benefit of the project, but focus on creating a work picture of how things are now.

Sample:

The site's present condition is that there is no decorative foliage around the house, and it doesn't look inviting. See the attached pictures.

Pictures

This is a good place to include photographs of the project area in its present condition. If you have pictures of something you are building or designing, include that also. Remember, the District Advancement Committee does not know what your site looks like so they cannot understand why your project is important unless you show and tell them.

Sketches or Drawings

Attach a copy of a sketch or drawing of the project. It should show all of the dimensions, floor plans, layouts, or other details that can be drawn. Draw an aerial view as well as a front view if necessary. Make sure you have a key and label everything. The purpose is to support your list of materials and the dimensions that you plan to cut, assemble, plant, etc.

Project Helpers

This is where you list how many people you anticipate that it will take to complete your project. Also consider the amount of adults or scouts that you plan to ask.

Adult Supervision

Remember that Boy Scout policy requires at least two adult leaders to be present at all times. At least one of them must have Youth Protection training and one should be First Aid certified. It is your responsibility to ensure that the policy is followed. Don't assume

that the right people will show up--arrange this in advance. You should state how you will ensure this in your plan.

Safety Precautions

This is where you consider the safety of your workers. Based on your project and the weather, describe what your safety precautions would be. Don't say that you are going to follow the Guide to Safe Scouting. Be specific.

Sample:
 All scouts will wear work gloves. I will have BSA trained adults there for safety purposes. I will also have a First Aid kit and water available. I will give a safety briefing before they begin working.

Materials, Supplies and Tools

This is where you make a listing of all the materials needed to complete the project. This includes lumber, nails, dirt, mulch, paint, shrubs, flowers, etc. This is really a shopping and cost list. You need to include the type, size, quantity, cost of each item, and total cost. If the items are going to be donated, state this, but still include the cost. As you need to know the entire value of the project. Your cost should be from two or three sources to enable you to do a cost comparison.

Tools are those items used to aid in making the work easier, or even make it possible to do the project. Examples of tools are hammers, shovel, tractors, drill, levels, screwdrivers, saws, etc. Provide a list of all of the tools required to work on the project; don't take for granted that the required equipment will just appear when you need it. Be very specific. Tell how those tools will be obtained. **An adult must operate power tools.** You should be able to borrow most tools from the people who are working on the project or from someone else.

Description	Quantity	Cost for Each	Total Cost
Blue Point Juniper	4	\$24.99	\$99.96
Bordeaux Holly	13	\$14.99	\$194.87
Butterfly Bush	2	\$13.99	\$27.98
Liriope (Variegated)	48	\$4.43	\$212.64
Crocus (25 bulb packages)	3	\$8.99	\$26.97
Stella D'oro Daylilies	10	\$5.00	\$50.00
Heller Holly	16	\$14.99	\$239.84
Dirt	6 yards	\$10.99	\$65.94
Mulch	6 yards	\$20.00	\$120.00
TOTAL COST			\$1038.20

Supplies
 Gloves
 Safety Glasses
 A box of Trash Bags

First Aid Kit

Materials

- (x) Rake
- (x) Shovels
- (x) Trowels
- (2) Bulb Planter
- (1) Wheel Barrel

(x)= will be provided by the scouts for personal and other scout use. The rest I will provide.

Financial Plan

Cost is an important factor in your project. You have described your list of materials and their cost. Here you will explain how you will obtain your materials or the funds to purchase the materials.

If items are loaned or donated, state so. However, the person, or organization that you are doing the project for, nor from your parents should not donate the materials. You may consider several sources for material or funding, including donations from friends, neighbors, local companies, or any other legitimate source. While your project may not be a fund-raiser, you may conduct fund-raising activities to finance the supplies and materials needed for your project. However, if you conduct fund-raising activities council using a unit fund raising application must approve them. Obtaining the funds to do the project is your responsibility; don't assume that someone will cover the cost until you have asked them. A major part in any project is funding. If you cannot come up with all the money you need, look at reducing the cost to get within your budget. You may even find that project is too expensive and you will have to modify it or chose another one. Any correspondence to solicit funds or support should be included as an attachment to the project workbook.

You should also have a letter made up, explaining who you are, describe your project, include a list of the material needed, and thank them for their support. The companies donating materials need this letter for their records, for tax purposes. If they donate to your project, remember to send a thank-you letter.

List where you intend to ask for donations for materials and supplies (company names).

Sample:

Atlantic Garden Centers and Winesett Nursery will donate the plants. All of these will be donated. Mayflower Garden Club and BizNet have said that they will try to help pay the difference. If that will not work I will hold a car wash at my local gas station. If the nurseries that I have chosen happen to not have enough of the plants that I need, I will ask for assistance from other nurseries, such as Carter's Country Corner, Four Seasons

Nursery, Heritage Plantation, London Bridge Greenhouse and Nursery, McDonald Garden Center, and Wedgewood Garden Center. I will be getting the dirt from Ken Strothers and the mulch from the City of Va Beach. BizNet and Mayflower Garden Club will also pay this for through donations.

Schedule

A good schedule is a necessity for any successful plan. Your schedule gives you step-by-step instructions so an important step isn't left out. You must make your best estimate of how long tasks will take and in what order they will be done. It is recommended that you not have the exact date, but to list it as "Day 1", "Day 2", etc.

No project follows the planned schedule exactly, but it helps make things happen logically. When you complete your project and do the final write-up, you will discuss how well the project followed the planned schedule and why you think it deviated from it. This is to be a learning process as well as a leadership one.

Sample:

Day 1

- Sign in scouts and give instructions for the day
- Spread out the dirt in the flower beds—front and back yards
- Begin planting the Heller Hollies, Blue Point Juniper in the front yard
- Take a break for lunch
- Finish planting the Heller Hollies, Blue Point Juniper, and Begin planting the Liriope and Crocus and mulch
- Clean up and leave

Day 2

- Sign in scouts and give instructions for the day
- Begin planting Butterfly Bushes, Heller Hollies, and Daylilies in the back yard.
- Take a break for lunch
- Finish planting in the back yard and mulch
- Clean up and leave

Step-by-Step Instructions

These instructions should read like a recipe in a cookbook. It should explain exactly what the workers are to do. Include a list of every task you can think of, in what order they will be done, who will do them, and how. In other words, provide instructions that can be used to complete the project if you are not there.

Work Site

Where will the work be done? If you are going to build something, are you going to build it at the location where it will be used or somewhere else then moved? Remember that you must get permission to use any work site from the responsible person/owner. Think about how the weather will affect your work site.

Sample:

All of the work will be done at the Assisted Living home. In case of bad weather, we will have to reschedule to another weekend.

Transportation

Are you going to be transporting materials, supplies, tools and/or people to a work site? List the type of vehicles needed, such as pick up trucks to move materials or vans to move people.

Note: When transporting Scouts, BSA policy states that an adult is used to transport scouts. Remember that all passengers must be seated with a seat belt on whenever a vehicle is in motion.

Sample:
All of the scouts will provide their own transportation to the site. Mr. Strothers owns a dump truck and will pick up and deliver the dirt and mulch. We will transport all plants and tools from our house to the site.

Approval Signatures

Project plans were reviewed and approved by:

Religious institution, school, or community representative:

_____ **Date:** _____

Scoutmaster/Coach/Advisor:

_____ **Date:** _____

Unit Committee Member:

_____ **Date:** _____

Council or district advancement committee member:

_____ **Date:** _____

Note: You may want to have the signature page a separate page in case you have to make changes. The project write up will still look professional.

YOU MAY NOW PROCEED TO CARRY OUT YOUR PROJECT

C. CARRYING OUT THE PROJECT

Record the progress of your project. Keep a record of how much time you spend planning and carrying out the project. List who besides yourself worked on the project, the days they worked, the number of hours they worked each day, and the total length of time others assisted on the project.

If appropriate, list the type and cost of any materials required to complete the project. If your original project plan changes at any time, be sure and document what the change was and the reason for the change.

Hours I Spent Working on the Project

The length of time spent should be as adequate as is necessary for you to demonstrate your leadership of two or more individuals in planning and carrying out your project.

This is the section where you describe what actually happened as you carried out the plan, from beginning of the planning phase to the completion of the project. It is very important that you keep very good notes about everything that is done. The best way is to keep DAILY NOTES in the form of a diary. Include what you did, who was involved and the time it took to do it.

Sample:		
<u>Date</u>	<u>Description</u>	<u># of hours</u>
8-13-01	Received project idea	—
8-15-01	Went to house with Ed Clowes	1 ½
8-21-01	Went to house with Ms Schmitz	3 ½
11-20-01	Worked on design with Ms Schmitz	2
12-27-01	Went to Atlantic Garden Center for prices	½
1-12-02	Flag Ceremony at house for ribbon cutting	1 ½
10-6-02	Donation Hunting	3
10-12-02	Donation Hunting	3
10-19-02	Donation Hunting	3
10-20-02	Donation Hunting	3
10-26-02	Donation Hunting	4
11-2-02	Donation Hunting	4
11-10-02	Plant Purchasing	1 ½
11-11-02	Purchasing Extra Supplies	1/2

Hours I spent

Planning the project: _____

Carrying out the project: _____

Total hours I spent working on the project: _____

Hours Spent by Scouts, Venturers, or Other Individuals Working on the Project

List all of the people that helped with the project.

Name _____ **Date** _____ **No. of Hours** _____

Total number of hours others worked on the project: _____

For a grand total, add the total number of hours you spent on the project to the total number of hours others worked on the project:

Leading people is a difficult skill and you most likely learned something about leadership. The final reviewers will want to read about what you learned about leading people.

Materials Required to Complete the Project

Keep track of all of the actual materials, supplies, tools, etc. used, paying particular attention to any differences from the original plan. Include all receipts. This should look like the list of materials needed.

Sample:			
Type of Material	Cost	No.	Total Cost
Blue Point Junipers	24.99	4	99.96
Green Luster Hollies	14.99	13	194.87
Butterfly Bushes	13.99	2	27.98
Liriope	4.50	12	54.00
Variegated Liriope	5.50	12	66.00
Bulb plants	0.30	55	16.50
Stella D'oro Daylilies	5.00	10	50.00
Heller Hollies	14.99	16	239.84
Mums	-----	6	20.00
Dirt	10.99 a yard	3	32.97
Mulch	20.00 a yard	6	120.00
Total Materials donated			922.17

In this section you can also list where you got your donations, the actual schedule that you used, and anything thing else you want to add to your final write up.

Changes

The original project plans were followed except the following changes (include the reason for the change):

As with any project, it is important to review what was done and see what lessons were learned as well as providing a historic record. Describe how you deviated from the original plan. Go through each section of the plan and summarize the results versus the plan. For example, discuss if you had all of the materials you needed or if you had a lot

left over. Summarize the actual costs, tool used (and tools needed that you did not have), or anything else of interest.

Sample:

There were a few changes made during the project. First I substituted the Bordeaux Holly for a Green Luster instead, because I later discovered that the average Bordeaux grew twice the size of what was necessary. The crocus ended up instead being a mixture of tulips and crocus. I added mums because I was able to get them added in. I changed the amount of dirt because I accidentally measured incorrectly. Also because I incorrectly measured, I had to slightly change the set up of the plants that were put in the back of the house. Another thing that was done that had not been planned, was putting mulch down in extra areas around the house that needed it.

After Photographs

Including photographs of your completed project (along with the "before" photographs with the project description) helps present a clearer overall understanding of your effort.

Hopefully, you took many photographs during each phase of the project. Include a section in your report for photographs. A photo of you presenting the finished product to the organization for which you did the work help shows of the value of the project. Of course, the photographs should be labeled.

You will most likely require some advice from your project advisor before you are ready to turn the project in for final signatures. Consult with him often as you are completing the report. Once you and your advisor are happy with the result, it is time to get the final approval signatures.

Approval for Completed Project

Start date of project _____ **Completion date of project** _____

The project was started and has been completed since I received the Life Scout rank, and is respectfully submitted for consideration.

Applicant's signature

_____ **Date:** _____

This project was planned, developed, and carried out by the candidate.

Signature of Scoutmaster

_____ **Date:** _____

Signature of the representative of religious institution, school, or community

_____ **Date:** _____

Part IV

How to Conduct

An Eagle Board

A. EAGLE SCOUT BOARD OF REVIEW

Once the scout has completed all the requirements and obtained the appropriate signatures, his Board of Review can be scheduled. He may not be denied a Board of Review.

1. Scheduling

- a. After a date is chosen for the Board of Review, the Chairman of the Board will contact the District Advancement Chairman for a district representative.
- b. The Board of Review is usually held at a location which is different from the charter organization or where the troop meets. However it doesn't have to be in a different location. Since this is a formal board, it is appropriate for a formal board room to be used.
- c. The Board of Review usually lasts 1 ½ to 2 hours. This includes the board preparation to review the candidate's paper work, your interview by the board, and the discussion and vote.

2. Membership

- a. The Tidewater Council has established that the Eagle Board of Review will be conducted by the unit.
- b. The board will be composed of 3 to 6 adult members. One will be provided by the unit and one from the district. Anyone can sit on the board except unit leaders, assistant unit leaders or relatives. A non-scouter can sit on the board, but they must have an understanding of the importance of the Eagle Board of Review.
- c. Non-voting observers may not be present without the mutual consent of the Chairman, the District Representative and the candidate.

3. Timing

- a. The Board of Review may be held after the candidate's 18th birthday provided the scoutmaster conference was done before his 18th birthday.
- b. The board should also be conducted within 3 months after his 18th birthday. Otherwise the unit will have to have written permission from the National Council in order to conduct the Board of Review.

4. Convening

- a. The Board of Review will normally convene about 30 minutes prior to the scout's introduction. During this time the committee will review the Eagle application, service project and the letters of reference, which are to be opened at the board. The letters will be held by the Board Chairman. After the National Council approves the Eagle application the letters will be destroyed. The Scoutmaster may be present with the candidate's consent to provide the board with additional information, but may not participate otherwise.
- b. The chairman should assemble the following for review:
 1. Eagle application
 2. Completed Eagle project

3. At least 5 reference letters
4. The life scout's statement of life purposes, ambitions and extracurricular activities (requirement #6 on the Eagle application).
5. Unit advancement report

5. Board of Review Questions

- a. The scoutmaster will introduce the scout. Then the scoutmaster may leave to be with the parents or remain to clarify points, but may not participate.
- b. The candidate should appear in complete uniform—no staples or tape.
- c. There are no set questions. The purpose of the board is not to retest the candidate. The board should be assured of the candidate's participation and understanding of the program. This is the highest award he may achieve and therefore a thorough discussion of his successes and experiences in scouting should be considered. The candidate should be able to show he lives up to the ideals of scouting in his daily life. The Board of Review should be regarded as a growth experience. It is appropriate for the board members to make observances and comments which will help the candidate mature. The comments should be presented in a positive and encouraging manner. However, the purpose of the Board of Review is to listen to the candidate's point of view. If the board members do not agree with the scout's answers, they don't need to let him know.

6. Discussion and Voting

- a. After the questions have been exhausted, the candidate and unit leader, if present, are asked to leave the room.
- b. The vote must be unanimous. If not, the results must be explained to the scout with recommendations for corrective actions. The decision may be appealed.

7. Decision

- a. The candidate will be asked to return and the Board Chairman will announce the decision.
- b. If the decision is favorable the paperwork (unit advancement form and Eagle application) will be forwarded to the Tidewater Council and the National Council for their approval. The date of the Board of Review will be the official date of the Eagle Scout Rank.
- c. If the decision is not favorable the candidate will be immediately informed of the specific reason for denial, how the problem can be corrected, and a time frame for making the correction before reconvening the board. If appropriate, he may be given instructions on how to appeal the decision.

8. Approval by National Council

- a. Tidewater Council will usually receive approval from the National Council in 2 to 3 weeks.
- b. Once the Eagle Scout Certificate is received from the National Council, the Scoutmaster will be notified.
- c. The court of honor may be planned, but should not be scheduled until the approval is received from the National Council.

B. SAMPLE EAGLE BOARD OF REVIEW QUESTIONS

1. Please recite the Scout oath, law, motto, and slogan
2. Which three words are the most important to you in the Scout oath?
3. If you could add or delete just one of the laws which one would it be and why?
4. How do your peers treat you in regards to scouting?
5. Would you wear your uniform to school? Why or why not?
6. What are your life goals?
7. What are your goals for scouting after you receive your Eagle?
8. If you were to run an ad campaign, how would you sell scouting?
9. What did you learn from your Eagle project?
10. What changes would you make in your troop or in scouting?
11. What question did you think we would ask that we did not ask?
12. What was your good turn for today?
13. Can you tell us why we should approve you to be an Eagle Scout?
14. Who do you look up to and who has influenced your life the most?
15. What is the "Outdoor Code" and what does it mean to you?
16. "A scout is trustworthy" is the first part of the scout law. What does Trustworthy mean to you?
17. What is your most memorable experience in scouting?
18. What did you enjoy most on your last troop camp out? Were there any problems that occurred? How would you have handled the problem?
19. What did you enjoy most about Boy Scout summer camp and why?
20. What is your favorite outdoor activity that the troop does?

21. If a Cub Scout were to visit your troop, what would you do to make him feel comfortable?
22. What do you consider is scout spirit? How have you shown scout spirit in your daily life since joining Boy Scouts?
23. What Leader position could you best fulfill? Why?
24. What are 3 best things you enjoy about Boy Scouting?
25. What merit badge did you enjoy the most earning? Why?
26. In you opinion, what was the most important thing you learned while earning the _____ merit badge?
27. What advice would you give to a new Patrol leader on how to get the members of his patrol to participate in Scouting activities?
28. In you opinion, what is a leader?
29. What leadership qualities have you learned and used as you developed your role as a leader?
30. What do you consider the most important part of the Boy Scout Oath?
31. Give one way in which you practice the Boy Scout Oath.
32. What part of the Scout Law do you find the hardest to observe?
33. What do you think your primary duties as an American citizen are?
34. If you found a fellow scout smoking on a campout, what would be your reaction, and what would you do about it?
35. What has Scouting given you that makes you feel proud?
36. What new thing did you learn from your favorite merit badge?
37. What does the American Flag mean to you?
38. What does citizenship mean to you?
39. What does the scout uniform mean to you?
40. Why do you think it is important for everybody to be in a proper Scout uniform?

41. What are some school activities that you can use your scouting resources?
42. How do you think scouting has affected your academic standing in school?
43. How could you try to give Scouting back what it gave you?
44. How do you see yourself in the Scouting program after you are an adult?
45. What do you think Eagle Scouts should do after they make the highest rank in Scouting?
46. What is your favorite part of a campfire?
47. What have you done in Scouting that will help you in the future?
48. What are you most proud of that you have accomplished in Scouting?
49. Why do you feel that Scouts are ridiculed by their classmates?
50. Would you rather a Scout teach you how to tie a knot or an adult? Why?
51. In your opinion, what is the most important merit badge you have earned and why?
52. Questions concerning current national news.
53. Questions concerning world affairs.
54. Questions concerning patriotism (If you received a draft notice, what would you do?)

Part V

How to Plan

An Eagle Ceremony

A. EAGLE COURT OF HONOR

Congratulations! You have passed your Eagle Board of Review and you are ready to plan your Eagle Court of Honor. There are about as many programs for Eagle Courts of Honor as there are Eagle Scouts. You can make it simple or elaborate. There are a few things that you might want to do or need to do before the actual ceremony.

Choose the date and place

The place can be the same place that your troop meets or someplace that is special to you. When you choose the date make sure the place that you want to have the ceremony at is available. Also make sure that the key participants in the ceremony are also available.

Invitations

You need to make a list of whom you want to invite to the ceremony. If you don't make a list, someone will be forgotten. The list should include troop members, non-scouting friends, family members, religious leaders, teachers, coaches, Eagle Board members, district and council VIPs, past Scout leaders, those who helped with the Eagle project, merit badge councilors, and anyone else who's played a part in your life.

Requesting congratulatory letters

Your troop should request congratulatory letters from government officials, astronauts, former teachers, authors, Hollywood personalities, etc before your ceremony. Most of the addresses can be obtained from different Internet sources. One source that offers many different addresses is www.eaglebook.com.

Memorabilia

Part of the ceremony involves giving the new Eagle and his parents a number of recognition items. The national office in the Eagle packet automatically sends the certificate and a letter from the Chief Scout Executive. The Eagle recognition kit can be purchased at the local council service center. This includes the Eagle badge, an Eagle's mother's pin and an Eagle tie tack for the father. The kit is usually purchased by the troop, but not always. So check with the troop ahead of time. Some troops will also give a special gift, like a plaque, neckerchief, or a flag that flew over the US Capitol on his board of review date.

Planning the Ceremony

Remember that every ceremony is different and unique to each scout. Some ceremonies have songs, lighting of candles, slide shows of the Scout's trail to Eagle, poems, and religious awards presented. Others are basic ceremonies. Also a reception usually follows the ceremony. Find out if your troop plans and carries out the reception or if it is up to your family to plan it. An outline for a standard ceremony follows.

1. Before the Ceremony
 - a. Displays
 - b. Programs distributed
 - c. Final Ceremony preparation
2. Opening Period (10 minutes)
 - a. Call to order and welcoming remarks
 - b. Introductions
 - c. Announcements
 - d. Invocation
 - e. Opening ceremony
 - f. Formal opening of the court of honor
3. Scouting Segment (10 minutes)
 - a. A ceremony or presentation about the purpose and meaning of Scouting
4. Eagle Scout Segment (10 minutes)
 - a. A ceremony or presentation about the significance and history of the Eagle Scout award
5. Presentation of the Eagle Badge (15-20 minutes)
 - a. Honoree's Scouting history or personal statement
 - b. The Eagle charge
 - c. The Eagle Scout Promise
 - d. The presentation of the Eagle Badge
 - e. The presentation of other awards and gifts
6. Closing Period (5minutes)
 - a. Closing ceremony
 - b. Benediction
 - c. Closing of the court of honor
7. After the Ceremony
 - a. Reception
 - b. Clean up

B. SAMPLE CEREMONY

VOICE OF EAGLE:

[This speaker needs to be of a very high caliber. There are many difficult words and phrasings. The part could even be broken into several parts. In any case, the person or persons doing this part should practice until it can be delivered effectively.]

I am the eagle. Since the beginning of time, man has used my brothers and me as a symbol of royalty, power, victory, authority, and valor. My strength and courage have inspired men through the ages.

Ancient man looked upon me as an inveterate enemy of serpents. They saw the battle between the sun and clouds as battles between an eagle and a serpent.

The ancient Assyrians associated me with Ashur, the great sun god. I was held in awe and worshipped for my majestic beauty. In the Assyrian myths, I was a symbol of storms and lightning and the god who carried souls to Hades.

In India and Babylon I was the symbol of fire, of wind and storms, and the bringer of immortality.

In the golden age of Greece, I was a symbol of victory and supreme spiritual energy. I was the sacred bird of Zeus, the ruler of all gods. The Greeks represented me with wings out-stretched holding a serpent in my claws. Thus, I represented the triumph of good over evil.

In Rome, I was the symbol of Jupiter, the supreme god. The Romans saw me as the symbol of victory. As the Roman legions conquered the world, they marched under the standard of the eagle, with outstretched wings. The silver eagle was the symbol of the republic and the Roman Empire used the golden eagle as its symbol. I became the personal emblem of the Caesars, representing supreme authority.

In the Middle Ages, I became the symbol of Germany. And, as falconry flourished as a sport in Europe, only kings were allowed to hunt with an eagle.

The rise of Christianity brought me still more honor. To the early Christians, the eagle was the symbol of ascension. This was due to the strong flight of the eagle with its gaze fixed on the sun. In early icons I was best known as the symbol of St. John the Evangelist.

In the nineteenth century, French troops under Napoleon conquered Europe under the symbol of the eagle. Many French soldiers gave their lives to protect the golden eagle, which supported the French flag on the battleground.

On June 20, 1782, I became the symbol of a new country. Because of my courage and beauty, I was chosen to symbolize the new United States of America. The eagle became a prominent feature of the seal of state of the new republic.

From this early beginning, I have been used in many ways to symbolize the ideals of this country. Several states have the eagle on their state flags. You can find me on the coins of America from the beginning to present day.

I have a prominent place in America as in ancient Rome as a symbol of power and authority. The emblems of the President, vice-president, several members of the President's cabinet, and most branches of the armed forces center on the eagle.

From the god of the Assyrians to the symbol of the Caesars to the emblem of this

country, it was thus fitting that the eagle should have a part in the most momentous achievement of man. The Apollo 11 crew chose Eagle as the name for the lunar module, which was to make history. And with the words of Eagle Scout Neil Armstrong -- "Houston, Tranquility Base here. The Eagle has landed" -- man was on the moon. In 1911, following tradition as old as man himself, the Boy Scouts of America chose the eagle to symbolize the very highest in achievement. Through all of history, I have been the symbol of man's best; now the eagle is the symbol of Scouting's best.
SCOUTMASTER: [Welcome and introduction of minister doing the invocation] There is a guest book, which we would like to have everyone present sign.

MINISTER: [Invocation]

MC: Color guard, post the colors.

[Pause while the color guard brings the flags forward and places them in the stands.]

MC: Everyone please join me for the Pledge of Allegiance.

[Recitation of Pledge of Allegiance]

MC: Scouts, please join me for the Scout Oath.

[Pause for audience to resume seats.]

[Recitation of Scout Oath]

SCOUTMASTER: [Introductions of important people]

MC: It is my pleasure to declare that this Eagle court of honor for [name] is now officially open.

MC: Would the honor guard please escort [Scout's name] forward.

[Pause for honor guard to escort scout to front.]

CHAIRMAN: Awarding the Eagle Badge of rank is an important and serious matter. It is the goal toward which this Scout has been working for several years. It is the culmination of effort by his parents and Scout Leaders. It is an occasion for pride and for joy, but it is also a time for serious contemplation.

The Eagle Badge of rank is the highest and most coveted award in all of Scouting, and it is the last major step in the advancement program. If at this point, Scouting has not achieved its purpose of building character--then it probably never shall. These thoughts, which are the basic code of Scouting, are well summed up in the pledge that is taken by every Scout in the council upon advancement to Eagle rank.

(To Eagle candidate) I will read the pledge so that you will know that which you are

about to promise, and then I will ask you to repeat it after me.

I (give your name) believe in the Boy Scouts of America as a movement, which has as its goals and purposes, character building, citizenship training, physical development. I believe it to be a movement that helps a Scout become master of his own powers, helps him get along with others, and helps him find worthy use for his powers. I believe it is my duty to do my best to obey the Scout Oath and Law. I hereby renew my faith in Scouting and promise to do what I can in service to other Scouts who have not advanced this far along the Eagle trail.

Having heard the Eagle pledge and are you willing to adopt it?

CANDIDATE: I am.

CHAIRMAN: Raise your hand in the Scout sign and repeat after me.

(A Life Scout in the audience interrupts.)

LIFE: Stop! I challenge the right of this Scout to be awarded the rank of Eagle.

CHAIRMAN: Who are you and by what right do you challenge?

LIFE: I am a Life Scout, and my esteem for the Eagle rank gives me the right to so challenge.

CHAIRMAN: On what grounds do you challenge?

LIFE: Has this Scout achieved the requirements in Scoutcraft and Life Interest?

CHAIRMAN: His application was verified, and indicates that he has satisfactorily completed the required 21 merit badges in the various fields of endeavor. Are you satisfied Life Scout?

LIFE: I am.

(A Tenderfoot Scout in the audience interrupts.)

TENDERFOOT: I, too, challenge the right of this Scout to be awarded the rank of Eagle

CHAIRMAN: Who are you and by what right do you challenge?

TENDERFOOT: I am a Tenderfoot Scout, and the respect that I have for the uniform that I wear gives me the right to so challenge.

CHAIRMAN: On what grounds do you challenge?

TENDERFOOT: Does his Scoutmaster certify that this Scout has actively participated in Scouting in his troop? Has he demonstrated leadership, and done his best to help in his home, school, church, and community?

SM: As Scoutmaster of Troop ____, I certify that for more than 6 months since attaining the Life rank, this Scout has held leadership positions in his troop. Also, he has been active in school, church, and community activities.

CHAIRMAN: Are you now satisfied?

TENDERFOOT: I am.

(An Eagle Scout in the audience interrupts.)

EAGLE #1: I too challenge the right of this Scout to be awarded the rank of Eagle.

CHAIRMAN: Who are you and by what right do you challenge?

EAGLE #1: I am an Eagle Scout, and the pride that I have in this badge that I wear over my heart gives me the right to so challenge.

CHAIRMAN: On what grounds do you challenge?

EAGLE #1: Has this Scout, nearing the end of the Eagle trail, demonstrated his Scouting Spirit? Has his ability to live and act in accordance with the ideals of Scouting, as exemplified by the Scout Oath, Law, motto, and slogan been noted?

EAGLE #2: Recites the Scout Oath

EAGLE #3: Recites the Scout Law

EAGLE #4: The Scout motto is Be Prepared.

EAGLE #5: The Scout slogan is Do a Good Turn Daily.

BOARD: As a member of the board that reviewed this Scout's record, I certify that, after investigation, interview, and examination. The board is of the opinion that this Scout has demonstrated that he has held to the spirit of Scouting in his daily living. The board recommends his advancement to Eagle.

CHAIRMAN: Are you now satisfied?

EAGLE #1: I am still not satisfied. I believe that this candidate should understand that the Eagle Rank is a big responsibility. As well as an honor, and I respectfully ask that this candidate be informed of the responsibilities of an Eagle Scout before continuing further.

CHAIRMAN: Thank you, Eagle Scout. I agree with your feelings and suggest that none are more qualified to impart this than those who wear the Eagle Badge. I invite you and your fellow Eagles to the platform.

EAGLE #2: The first responsibility of an Eagle Scout is to live with honor, which to an Eagle is sacred. Honor is the foundation of character -- it is what a person really is, down inside, not what someone may think he is. An Eagle will live so as to reflect credit upon his home, church, school, friends, upon Scouting, and upon himself. May the white of your Eagle badge always remind you to live with honor.

EAGLE #3: The second responsibility of an Eagle Scout is loyalty, for without loyalty, character lacks direction. An Eagle is loyal to his ideals. May the blue of your Eagle badge always remind you to be loyal.

EAGLE #4: The third responsibility of an Eagle Scout is courage. Courage gives character force and strength. Trusting in God and with faith in his fellowman, the Eagle faces each day unafraid, and seeks his share of the world's work. May the red of your Eagle badge always remind you of courage.

EAGLE #5: The final responsibility of an Eagle Scout is service. He extends a helping hand to those who toil up the Scouting trail he has completed, just as others helped him in his achievement of the Eagle rank. The habit of the daily Good Turn must take on new meaning and blossom forth into a life of service. The Eagle protects and defends the weak and the helpless. He aids and comforts the oppressed and the unfortunate. He upholds the rights of others while defending his own. His code of honor is based upon the belief that leadership is founded upon real service.

EAGLE #1: Mr. Chairman, if this candidate is willing and eager to accept the mantle of responsibility, as well as the honor of the badge, then I will be satisfied and request that you proceed to administer the Eagle pledge.

CHAIRMAN: (To Eagle candidate) Are you ready and willing to accept these responsibilities and to adopt the Eagle pledge, which I have read to you at the beginning of this ceremony.

CANDIDATE: I am.

Eagle Charge:

CHAIRMAN: "Scouts of all nations make up one of the most wholesome and significant movements in the world's history. You have been judged by the Boy Scouts of America as being worthy of this honor. All who know you rejoice in your achievement. This award, as you will know, is one of honor and responsibility. You are a marked man. As an Eagle Scout, you have assumed a solemn obligation to do your duty to God, to Country, to your fellow Scouts, and to mankind in general. This is a great undertaking. As you live up to your obligations you bring honor to yourself and to your brother Scouts."

"America has many good things to give you and your children after you; but these good things depend for the most part on the quality of her citizens. Our country has had a great past. You can help make the future even greater."

"I charge you to undertake your citizenship with a solemn dedication. Be a leader, but lead only toward the best. Lift up every task you do and every office you hold to the highest level of service to God and to your fellow man."

"So live and serve, that those who know you will be inspired to finer living. I charge you to be among those who dedicate their hearts, hands, skills, and abilities to the common good. Help to build America's future by continuing to set an example of clean living, honest work, unselfish citizenship and reverence for God, whatever others may do. You will leave behind you a record of which you may be justly proud."

"Eagle Candidate _____, I charge you to enter this Eagle Scout brotherhood holding without reservation and ever before you the ideals of honor and service. By the repetition of the Eagle Scout promise before your fellow members, you will become an Eagle Scout. When you pledge yourself on your sacred honor, you will be sealing your eternal loyalty to the code of the Eagle Scout with the same words which closed the Declaration of Independence."

CHAIRMAN: Raise your hand in the Scout sign and repeat after me.

(MC: Would all Eagle Scouts present please come forward and stand behind [name] as he re-dedicates himself to the principles of Scouting by repeating the Eagle Scout Oath.

[name], please give the Scout Sign and repeat the Eagle Scout Oath after me:

"I reaffirm my allegiance.... to the three promises of the Scout Oath.... I thoughtfully recognize and take upon myself.... the obligations and responsibilities.... of the rank of Eagle Scout. On my honor I will do my best.... to make my training, example, rank, and influence.... count strongly for better Scouting.... and for better citizenship.... in my Troop, in my community, and in my contacts with other people.... always."

The Eagles in the audience may be seated.

Now, by virtue of the authority vested in me by the National Council of the Boy Scouts of America, I hereby award the rank of Eagle Scout.

Since the parents of this Scout and his Scoutmaster have been so instrumental in his attaining the Eagle rank, I will ask that they come to the platform.

Placement of scarf and tie-slide by parents.

SCOUTMASTER: The symbol of your success is the Eagle badge, which I now present to your mother. Your mother will, in turn, pin the badge over your heart

[Presentation of Eagle badge]

Eagle Scout _____, in recognition of the wisdom and guidance given to you by your father, will you present to him this Eagle tie tack, which he will be proud to wear in your honor.

[Presentation of Eagle tie tack]

And now, also in recognition of the many hours of patient guidance given by her in your efforts, will you pin the Eagle mother's pin on your mother.

[Presentation of Eagle mother's pin]

MC: At this point in the court of honor, the new Eagle Scout, _____, would like to make a few remarks.

NEW EAGLE SCOUT: [Remarks by new Eagle Scout]

SM: As scouting coordinator for Troop ____, I would like to offer my congratulations to _____ for achieving the rank of Eagle Scout. The eagle soars high and seeks to rest only upon the lofty peaks. As an Eagle Scout, you too must soar high. You must not swerve from the path of duty. Your ideals must be lofty. You must strive to obtain that which is the highest and noblest in life."

I now declare this Eagle court of honor closed.

MINISTER: [Benediction]

MC: We invite everyone present to come forward to congratulate the new Eagle Scout and his parents and to join us for refreshments. _____ project workbook and letters and certificates of congratulations will also be available for viewing at this time. I would also remind everyone to sign the guest book for this occasion. Thank you for joining us today.

CONGRATULATIONS YOUR TRAIL IS EAGLE SCOUT IS OVER, BUT YOUR SCOUTING EXPERIENCES ARE JUST BEGINNING.
