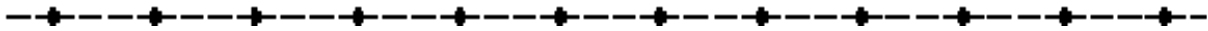


National BSA Policies Related To Service Projects



Service Projects

Second Class Rank. For the Second Class Rank, a Scout must participate in a service project or projects approved by his Scoutmaster. The time of service must be a minimum of one hour. This project prepares a Scout for the more involved service projects he must perform for the Star, Life, and Eagle Scout Ranks.

Star and Life Ranks. For Star and Life ranks, a Scout must perform six hours of service to others. This may be done as an individual project or as a member of a patrol or troop project. Star and Life service projects may be approved for Scouts assisting on Eagle service projects. The Scoutmaster approves the project before it is started.

Eagle Scout Rank. For a service project to qualify as an Eagle Scout service project, the Scout, while a Life Scout, must plan, develop, and give leadership to others in a service project benefiting any religious institution, school, or community. These projects, of course, must conform to the wishes and regulations of those for whom the project is undertaken.

The Eagle Scout service project provides the opportunity for the Eagle Scout candidate to demonstrate the leadership skills he has learned in Scouting. He does the project outside the sphere of Scouting.

As a demonstration of leadership, the Scout must plan the work, organize the personnel needed, and direct the project to its completion.

Service to others is important. Work involving council property or other BSA activities is not acceptable for an Eagle Scout service project. The service project also may not be performed for a business, or be of a commercial nature, or be a fund-raiser.

NOTE: Fundraising is permitted only for securing materials or supplies needed to carry out the project.

Routine labor, a job or service normally rendered, should not be considered. There is no minimum number of hours that must be spent on carrying out the project. The amount of time spent must be sufficient for the Scout to clearly demonstrate leadership skills.

The ***Eagle Scout Service Project Workbook***, No. 18-927, must be used to meet this requirement.

The Scout must secure the prior approval of his unit leader, his unit committee, and the benefactor of the project. The project must also be reviewed and approved by the district or council advancement committee or their designee to make sure that it meets the stated standards for Eagle Scout service projects before the project is started. This preapproval of the project does not mean that the board of review will approve the way the project was carried out.

Upon completion of the project, the [Eagle Scout Service Project Workbook](#), properly filled out, is submitted with the Scout's Eagle application to include the following information:

- ✳️ What was the project?
- ✳️ How did it benefit others?
- ✳️ Who from the group benefiting from the project gave guidance?
- ✳️ Who helped carry out the project?
- ✳️ What materials were used and how were they acquired?

Although the project *idea* must be approved before work is begun, the board of review must determine the manner in which the project was carried out. Questions that must be addressed include:

- ✳️ Did the candidate demonstrate leadership of others?
- ✳️ Did he indeed direct the project rather than do all the work himself?
- ✳️ Was the project of real value to the religious institution, school, or community group?
- ✳️ Who from the group benefiting from the project may be contacted to verify the value of the project?
- ✳️ Did the project follow the approved plan or were modifications needed to bring it to its completion?

All the work on the project must be done while the candidate is a Life Scout and before the candidate's 18th birthday, unless a time extension has been allowed (see the section titled "[Time Extensions](#)").

The Eagle Scout service project is an *individual* matter; therefore, two Eagle Scout candidates may not receive credit for working on the same project.

The variety of service projects performed throughout the nation by Scouts earning their Eagle Award is staggering. For ideas and opportunities regarding service projects, the Scout can consult people such as school administrators, religious leaders, local government department directors, or a United Way agency's personnel.

The district or council advancement committee also can be helpful by identifying possible projects.

Advancement Tips #3:

A Few Thoughts on Eagle Projects:

What are the real "minimums" for an Eagle Project?

Answer:

- 1) The boy must be a Life Scout.
- 2) There are no special merit badges required for the project.
- 3) The boy must demonstrate leadership commensurate with his capabilities.
- 4) The project must be of "significant magnitude" in order to show to the boy and others that he did a significant project.
- 5) The project must have a specific start and an end. An example of a project w/o an end is starting up an "Adopt a Highway" program -- not a good Eagle project as it requires on-going work well into the future, (unless the boy is Peter Pan and never grows up...)
- 6) The appropriate person at the project's beneficiary must approve the project.

All of the salient requirements for conducting the Eagle project are contained in the Eagle packet, which is given to the boy upon his advancement to Life Scout. This is an excellent guide to the written content requirements of the Eagle project.

Myth: There is a "200 hour rule" for an Eagle Project. (In other parts of the U.S., the myth is actually a "100 hour rule".)

Bottom Line: -- Neither the "200 hour rule", nor the "100 hour rule" exist. Nowhere in any Scout policy literature will you see these so-called "rules".

However, **there has to be enough hours in the project to demonstrate an appropriate amount of leadership for that particular scout.** In the Lenni Lenape District, we believe that the 200 hour rule is a good rough guideline for a project that would ensure that #3 and #4 above are satisfactorily achieved for a normal boy. This is not mandatory, but is essentially used as a "thumb-rule" to help determine whether or not the scope of the project is too narrow or too broad. Obviously, in special circumstances, (e.g. -- a boy with special needs), allowances would be need to be made.

It is paramount that the Troop Committee and Adult Leaders, be thoughtful about the scope and magnitude of a boy's proposed Eagle project to ensure that this project challenges the boy. Every boy is different, and the Troop Committee/Leaders are far better positioned to exercise good judgment about their Scout's capabilities and leadership development needs than anyone else in Scouting. For example, a 14 year old introverted boy with a passion for computer games will have different capabilities and needs than a 17 1/2 year old, athletic, out-going boy. There is no "cookie cutter" policy that makes things easier. The thoughtful judgment of the Troop Committee and Adult Leaders are critical.

One other note. The Eagle project is the BOY's Eagle project -- not the Dad's or the Mom's. The fundamental requirement is that the BOY demonstrates an appropriate amount of leadership. Clearly, parents need and should be actively involved. However, the BOY is responsible to do the scheduling, communicating, directing, planning, supervising, etc. The boy doesn't have to be the one with the paint roller in his hand, but he needs to be the one that people on the project turn to for direction.

If you have any questions, (and if the above comments don't raise any, I will really be surprised...), please contact me.

Dave McGee

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Advancement Tips #2:

Occasionally, it's helpful to step back and look at the big picture and review what Scouting is all about.

Here it is:

The Aims of Scouting --

- 1) To teach boys responsibility;
- 2) To develop Character, Citizenship, and Fitness; and
- 3) To help boys develop into Honorable Men.

Advancement programs for Cub Scouts, Boys Scouts, Venture Crews, are designed to achieve these aims. Established policies are outlined in publications, such as BSA Publication Number 33088D -- "Advancement Committee -- Policies and Procedures". These policies are best interpreted through the lens of the above "Aims of Scouting". The functioning of Boards of Review, the Eagle application process, the advancement recognition process, etc. (to name a few), are all practices that require mature judgement by Committees and Adult Leaders to ensure that they support the achievement of the "Aims of Scouting".

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Advancement Tips #1:

Tip Number One:

If you haven't already procured a copy of the BSA publication on "Advancement Committee -- Policies and Procedures", you will find this to be an extremely valuable publication. This is the primary BSA reference document on Advancement. If you have questions about the advancement process or advancement policy -- this is the reference document. Each troop should have at least one copy available for reference. It's BSA publication number is: 33088D. This can be ordered through from the Trading Post at the Hoosier Trails Council office.

Tip Number Two:

Education and fun are functions of the Scouting movement and they must be the basis of the advancement program. Outdoor activities are critical elements of a successful Scouting program, (i.e. -- Keep the '...outing' in Scouting!)

Popular Myth: "A Scoutmaster can sign anything..."

Clearly, it is self-evident that Scoutmasters are near to the heart of God. However,.....

Case Study -- A boy comes up to his Scoutmaster and asks him/her to sign a blue card that he didn't finish at Summer Camp. He has compelling evidence that he completed the remaining requirements. After he shows this evidence to the Scoutmaster, he says, "Please Mr./Ms. _____, won't you sign my blue card? After all, you're a Scoutmaster and Scoutmasters can sign anything..."

The Truth:

Only if the Scoutmaster is an approved Merit Badge Counselor for this particular merit badge, can he/she sign this card.

Eagle Scout Leadership Service Project Workbook

Scout's name:

Address:

Telephone No.:

Unit No.:

District:

Local council:

Unit leader's name:

Address:

Telephone No.:

Unit advancement committee person's name:

Address:

Telephone No.:

PROJECT DESCRIPTION

Describe the project you plan to do.

What group will benefit from the project?

Name of religious institution, school, or community:

Telephone No.:

Street address:

City:

State:

Zip code:

My project will be of benefit to the group because:

This 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:

Representative's Title:

Phone No.:

Date of meeting:

PROJECT DETAILS

Plan your work by describing the present condition, the method, materials 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.

If appropriate, include photographs of the area before you begin your project. Providing before-and-after photographs of your project area can give a clear example of your effort.

Description:

“Before” Photographs

Approval Signatures for Project Plan

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: _____

IMPORTANT NOTE: You may proceed with your leadership project only when you have ...

- Completed all the above mentioned planning details
- Shared the project plans with the appropriate persons
- Obtained approval from the appropriate persons

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.

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

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:

Materials Required to Complete the Project

Type of Material	Cost of Material
_____	_____
_____	_____
_____	_____
_____	_____

Changes

List any changes made to the original project plan and explain why those changes were made.

Photographs

“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.

Approvals 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/Coach/Advisor:

_____ Date: _____

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

_____ Date: _____

The 12 Steps from Life to Eagle

The following 12 steps have been outlined to ensure a smooth procedure for the Scout, the unit leadership, the local council, and the volunteers who are to conduct the board of review. Eagle candidates should share these steps with their unit leader so that they can fully understand the procedures that must be followed.

1. In order to advance to the rank of Eagle, a candidate must complete all requirements of tenure; Scout spirit; merit badges; positions of responsibility; while a Life Scout, plan, develop, and provide leadership to others in a service project; and the Scoutmaster conference.
2. Using the Eagle Scout Leadership Service Project Workbook, the candidate must select his Eagle service project and have the project concept approved by his unit leader, his unit committee, and the benefactor of the project, and reviewed and approved by the council or district advancement committee. This workbook must be used in meeting this requirement.
3. It is imperative that all requirements for the Eagle Scout rank except the board of review be completed prior to the candidate's 18th birthday. When all requirements except the board of review for the rank of Eagle, including the leadership service project, have been completed, the enclosed Eagle Scout Rank Application must be completed and sent to the council service center promptly. (Youth members with disabilities should meet with their unit leader regarding time extensions.)
4. The application should be signed by the unit leader at the proper place. The unit committee reviews and approves the record of the Eagle candidate before the application is submitted to the local council. If a unit leader or unit committee fails to sign or otherwise approve an application, the Eagle candidate may still be granted a board of review. The failure of a unit leader or unit committee to sign an application may be considered by the board of review in determining the qualification of the Eagle candidate.
5. When the completed application is received at the council service center, its contents will be verified and the references contacted. The council advancement committee or its designee contacts the person listed as a reference on the Eagle Scout Rank Application either by letter, form, or telephone checklist. The council determines the method or methods to be used. The candidate should have contacted those individuals listed as references before including their names on the application. The candidates should not be involved personally in transmitting any correspondence between persons listed as references and the council service center.
6. The Eagle Scout Leadership Service Project Workbook, properly filled out, must be submitted with the application.
7. After the contents of an application have been verified and appropriately signed, the application, Eagle Scout Leadership Service Project Workbook, and references will be returned from the council service center to the chairman of the Eagle board of review so that a board of review may be scheduled. Under no circumstances should a board of review be scheduled until the application is returned to the chairman of the Eagle board of review. Reference checks that are forwarded with the application are confidential, and their contents are not to be disclosed to any person who is not a member of the board of review.
8. The board of review for an Eagle candidate is composed of at least three but not more than six members. One member serves as chairman. Unit leaders, assistant unit leaders, relatives, or guardians may not serve as members of a Scout's board of review. The board of review members should convene at least 30 minutes before the candidate appears in order to review the application,

reference checks, and leadership service project report. At least one district or council advancement representative must be a member of the Eagle board of review if the board of review is conducted on a unit level. A council or district may designate more than one person to serve as a member of Eagle boards of review when requested to do so by the unit. It is not required that these persons be members of the advancement committee; however, they must have an understanding of the importance of the Eagle board of review.

9. The candidate's unit leader introduces him to the members of the board of review. The unit leader may remain in the room, but does not participate in the board of review. The unit leader may be called on to clarify a point in question. In no case should a relative or guardian of the candidate attend the review, even as a unit leader. There is no set of questions that an Eagle candidate should be asked. However, the board should be assured of the candidate's participation in the program. This is the highest award that a Scout may achieve and, consequently, a thorough discussion of his successes and experiences in Scouting should be considered. After the review, the candidate and his unit leader leave the room while the board members discuss the acceptability of the candidate as an Eagle Scout. **The decision must be unanimous.** If the candidate meets the requirements, he is asked to return and is informed that he will receive the board's recommendation for the Eagle Scout rank. If the candidate does not meet the requirements, he is asked to return and told the reasons for his failure to qualify. A discussion should be held with him as to how he may meet the requirements within a given period. Should the applicant disagree with the decision, the appeal procedures should be explained to him. A follow-up letter must be sent to the Scout confirming the agreements reached on the action(s) necessary for the advancement. If the Scout chooses to appeal, the board should provide the name and address of the person he is to contact. (See "Appealing a Decision" in the *National BSA Policies and Procedures*, No. 33088D.)

10. Immediately after the board of review and after the application has been appropriately signed, the application, the service project report, references, and a properly completed Advancement Report are returned to the council service center.

11. When the application arrives at the council service center, the Scout executive signs it to certify that the proper procedure has been followed and that the board of review has recommended the candidate for the Eagle Scout rank. This workbook and references are retained by the council. The workbook may be returned to the Scout after council approval. **Only the Eagle Scout Rank Application is forwarded to the national Eagle Scout Service.**

12. The Eagle Scout Service screens the application to ascertain information such as proper signature, positions of responsibility, tenure between ranks, and age of the candidate. Any item not meeting national standards will cause the application to be returned for more information. If the application is in order, the Scout is then certified as an Eagle Scout by the Eagle Scout Service on behalf of the National Council. Notice of approval is given by sending the Eagle Scout certificate to the local council. The date used on the certificate will be the date of the board of review. The Eagle Award must not be sold or given to any unit until after the certificate is received by the council service center. The Eagle Scout court of honor should not be scheduled until the local council receives the Eagle Scout rank credentials.