

LIFE TO EAGLE CHECKLIST
Boy Scout Troop 53, McFarland, WI

This checklist is created to assist scouts in their hike from Life to Eagle. The Scout is responsible for following and obtaining all necessary steps and approvals, and the scout should refer to: (1) The national Boy Scouts of America guidelines located at: <http://www.scouting.org/nav/enter.jsp?s=by>, scouts should specifically refer to the Eagle Scout Leadership Service Project Workbook and the Twelve Steps to Eagle (located under "Awards" and then under "Eagle Scout Leadership Project Workbook" at the web site link); (2) Glacier's Edge Council guidelines, located at: http://www.glaciersedge.org/resources/index.php?category_id=2020; (3) Local protocols of Troop 53. Resources are also available at the local troop web site, www.pack-troop53.org.

General Requirements/ Service:

_____ Be active in your Troop for at least six months after achieving the Life Rank.

Date of Board of Review achieving life rank: _____.
[Step 1 of the 12 Steps]

_____ Serve at least six months in a position of leadership responsibility as a Life Scout. The positions which count toward this requirement are: Patrol Leader, Assistant Senior Patrol Leader, Senior Patrol Leader, Troop Guide, Order of the Arrow representative, Den Chief, Troop Scribe, Librarian, Quartermaster, Junior Assistant Scoutmaster, Chaplain's Aide, Instructor, Historian, Venture Patrol Leader.

Position _____ from _____ to _____

Position _____ from _____ to _____.
[Step 1 of 12 Steps.]

Eagle Service Project:

The scout will need to review the requirements of the Eagle Scout Leadership Project Workbook (hereafter: Project workbook), and make themselves aware of the Council standards for the project. Please refer to the above links. The Eagle service project may be undertaken at any time during your tenure as a life scout. All approvals must be obtained while a life scout.

_____ Concept plan approval from:
Unit leader (date _____) and
Representative of benefactor: (date: _____).

The concept plan is the general idea of what you would like to do. Obtaining approval prior to completion of specific detailed plans is beneficial to have so as to not to pursue a project that may not be worthwhile.

- _____ Project plan acceptance from:
Unit leader (date _____)
Representative of benefactor (date _____)
Unit Committee approval (date _____) Signified by unit committee chair.
Council/District Advancement (date: _____)

The project plan is a detailed plan of the work you intend to carry out and should be of such specificity as to explain how the work is to proceed with out you present. The Unit Committee is required to approve eagle projects and such approval is to occur at regular meeting. Therefore the Scout must plan their approval sequence to recognize this necessary step. **The Scout must obtain all signatures in the Project workbook. No work, other than planning, can occur prior to obtaining all signatures. Signatures are to be a part of the permanent record in the Project workbook.** Electronic copies of the workbook can be found on line at the BSA web site.

The Scout must follow all documentation requirements of the Project workbook.

[Step 2 of the 12 Steps]

- _____ Final project approval signoff:
Unit leader: (date: _____)
Representative of benefactor (date _____)
Council/District approval (date _____)
The Scout must obtain all signatures in the Project workbook.
[Steps 2, 3 and 6 of the 12 Steps]

- _____ Unit Committee Chair viewing of completed project (date _____)
The unit committee is required to sign off on a scout's record as noted on the Eagle Rank application. The service project is a major aspect of obtaining the Eagle Rank, and the Chair of the committee, is to be invited to view and have the leadership qualities you undertook explained so that the he/she is available to respond to questions at the Unit Committee approval level of the rank application, or if the rank application was conditionally approved, to sign off on such application.

[Step 4 of the 12 Steps]

- _____ Unit Committee presentation (date _____)
This presentation is to occur at a regular meeting of the unit committee. This presentation shall occur even if the Rank Application has been signed as a condition of project approval by the Committee or rank application approval.

[Step 4 of the 12 Steps]

Eagle Scout Rank Application

The Eagle Rank Application form is available from the Council office. Please ask for a copy from either the Council or ask your Advancement Chair to obtain a copy for you. Please review all information filled out by the Council for accuracy and completeness. If you note any discrepancies, please bring that to the attention of your unit leader or advancement chair. All work for eagle, except for the board of review, must be completed before your 18th birthday.

Merit Badges

_____ Twenty one merit badges must be earned, twelve required and 9 elective.

| Merit Badge | Date | Merit Badge | Date | Merit Badge | Date |
|-----------------------|------|------------------------|------|-------------|------|
| Camping | | Family Life | | | |
| Citizen. Community | | First Aid | | | |
| Citizenship Nation | | Personal Fitness | | | |
| Citizenship World | | Personal Management | | | |
| Communications | | Cycle, Hike, or Swim * | | | |
| Emergency Prep** | | | | | |
| Environmental Science | | | | | |

* Must earn cycling, hiking or swimming merit badge.

** Lifesaving may be earned in lieu of Emergency Preparedness.

[Steps 1 and 5 of the 12 Steps]

_____ Unit Leader signature, Scoutmaster Conference (date:_____)

[Step 4 of the 12 Steps]

_____ Letter of ambition (date_____)

Please see requirement 6 of the Eagle Rank Application.

[Step 5 of the 12 Steps]

_____ Unit Committee Chair signature (date_____).

The Unit Committee chair may sign the application only after the Unit Committee has approved the record of the Scout. The record may be approved at the time of the unit committee approval of the project (provided that the unit committee is satisfied that all terms of the candidates service, position(s) of leadership and merit badges have or are being completed), but the application, if the project and record of the scout has been accepted by the Committee, shall only be signed upon satisfaction of a showing of the Project to the Unit Committee Chair, and a presentation to the Unit Committee. If the project is finalized between May 31 and August 1, the Chair maybe authorized (at the time of approval of the record) to sign the application to allow a Board of Review to be scheduled only if the Committee has already approved the record and with the stipulation that the presentation to the Committee occur at the next available Unit Committee meeting, and prior to the Court of Honor. If the Project was completed prior to the Committee approving the Scout's record, than approval of the record will need to occur at a regularly scheduled meeting of the Unit Committee. The Scout shall calculate regular Unit Committee meetings, and the approval process from

the committee into their program and project schedules. The Committee meets monthly from September to June. It does not meet in July or August. Contact the Unit Committee chair to be placed on the meeting agenda.

If the unit leader or the unit committee fails to approve the candidate and sign the application, the Board of Review may still be scheduled; please see step 4 of the 12 Steps from Life to Eagle.

[Step 4 of the 12 Steps]

_____ Council/District signature (date: _____)
[Steps 5 and 7 of the 12 Steps]

_____ Letters of reference (see Eagle Rank Application).
[Steps 3, 4, 5 and 6 of the 12 Steps]

The Council requires that the scout obtain letters of reference from the persons listed on the application, with the letters to be sent, not to the scout, but to the unit leader, advancement chair, or unit committee chair. The scout should provide each reference with a stamped envelope with the name and address to whom the letters are to be sent. The letters should be requested at least 3 weeks prior to the Board of Review date being scheduled.

Some of the above information will be required in either, or both, the Eagle Project Workbook or on the Eagle Rank Application form. Dates have been placed on the sheet for you to use as documentation of completion of the step. This is a checklist to assist the scout in the Life to Eagle process, but in no way will relieve the scout from meeting all national, council or local protocol's or guidelines. It is on the sheet for your reference as they are key points in the whole approval process. Information in [] at the end of each segment provides the national guideline step to which the checklist requirement is related.