

LIFE
To
EAGLE
Guide

From Troop 1776

Charter Organization:

Knights of Columbus Council 8376

Catholic Church of St. Ann

Marietta, Georgia

January 2015

Life to Eagle Guide

Table of Contents

<i>Introduction</i>	<i>1</i>
<i>Primary Source Documents</i>	<i>2</i>
<i>Internet Sites</i>	<i>2</i>
<i>Eagle Requirements</i>	<i>3</i>
<i>Contact Information</i>	<i>4</i>
<i>Eagle Leadership Service Project</i>	<i>5</i>
<i>Getting Started</i>	<i>5</i>
<i>Initial Approval</i>	<i>5</i>
<i>Writing the Proposal</i>	<i>6</i>
<i>Fundraising</i>	<i>6</i>
<i>Final Plan</i>	<i>7</i>
<i>Tips on Leadership</i>	<i>8</i>
<i>Project Report</i>	<i>8</i>
<i>Eagle End Game</i>	<i>9</i>
<i>Skills Review and Scoutmaster Conference</i>	<i>9</i>
<i>Eagle Scout Rank Application</i>	<i>9</i>
<i>Letters of Reference</i>	<i>10</i>
<i>Statement of Ambition and Life Purpose</i>	<i>10</i>
<i>Submission of Paperwork</i>	<i>11</i>
<i>Eagle Board of Review</i>	<i>11</i>
<i>The Eagle Promise</i>	<i>12</i>
<i>The Eagle Scout Challenge</i>	<i>13</i>

Introduction

This *Life to Eagle Guide* is published to assist you, the Life Scout, on the road to Eagle Scout. It is intended only as a supplement and does not supersede or replace any other publication. There are several publications that have excellent information and serve as the primary reference material. Please ensure that you have the latest edition when referring to these publications.

This is my eighth version of the *Life to Eagle Guide*. Minor changes in the Life to Eagle process necessitated this latest revision.

Obviously with this being my eighth revision, the Journey to Eagle is not a static process, but is an evolving one. If you wish to complete your Journey to Eagle, you must develop and display a number of qualities. Persistence, patient, flexibility, organization, and leadership are a few of those qualities. Remember, there is always someone to whom you may turn for assistance, but it is your responsibility to seek that aid. Your journey to Eagle is a truly unique experience. Ultimately, you are the one earning the Eagle Scout rank.

Primary Source Documents

These are the minimum that you will need for the Life to Eagle process. All of these documents are available on the Internet or at the Atlanta Area Council.

1. *Boy Scout Handbook (No. 34554)*
It contains the Eagle Scout requirements and a signed record of your advancement from Scout through Life.
2. *Advancement Record*
It is a good idea to keep track of your Blue Cards, etc. In addition, the troop maintains an official record of the advancement of all scouts.
You will need this information to complete your Eagle Scout Application.
3. *Guide to Advancement, (No. 33088) 2013 edition*
This booklet contains valuable information about the advancement process and is perhaps your most informative source. The easiest way to find this book is through an Internet website or at the Atlanta Area Council scout shop.
4. *Eagle Scout Service Project Workbook (No. 512-927) May 2014*
The document you will use to write-up your Eagle Project. The Foothills District requires the electronic version, but you may get a paper version at the Atlanta Area Council Volunteer Service Center.
5. *Eagle Scout Rank Application (No. 512-728) 2014*
Available at the Atlanta Area Council Volunteer Service Center or online.
6. *Guide to Safe Scouting (No. 34416) Oct. 2014*
Official BSA policy for Scouting activities.
7. Two Appendixes of Guide to Safe Scouting
 - *Age Guidelines for Tool Use and Work at Elevations or Excavations (680-028) 2013 printing*
 - *Service Project Planning Guidelines (680-027) 2012 printing*

Internet Sources

There are numerous internet sources. The ones listed below should contain everything you need, but don't unnecessary limit yourself.

Atlanta Area Council	http://www.atlantabsa.org
Foothills District	http://www.foothillsbsa.org
National Eagle Scout Association	http://www.nesa.org
Boy Scouts of America	http://www.scouting.org
Troop 1776	http://www.troop1776.org

Eagle Scout Rank Requirements

1. Life Scout & active in the Troop for 6 months.
 - You do need to show up at troop meetings and troop activities.
2. Demonstrate Scout Oath and Law in daily life.
 - Being an Eagle Scout is a life- long 24/7 commitment. If you can't do this as a Life Scout, you will not be a good representative of the Eagle Scouts.
3. Earn 21 Merit Badges, 13 Eagle required.
 - Any Eagle required merit badges earned outside the Troop will be reviewed by a 1776 merit badge counselor.
 - The Cooking merit badge is Eagle required as of Jan. 1, 2014.
 - The Sustainability merit badge is Eagle optional with the Environmental Science merit badge.
4. Position of Leadership/Responsibility within the Troop for 6 months.
 - You must serve for 6 months in a troop leadership position. If you fail to live up to the responsibilities of the position and to demonstrate leadership you will not receive credit for the leadership. It has happened.
5. Eagle Leadership Service Project.
 - You must use Boy Scout publication *Eagle Scout Service Project Workbook (512 - 927)* to complete this requirement.
6. Skills Review and Scoutmasters Conference.
 - The Skills review is scheduled through the Advancement Chair, Mrs. Green. You will schedule the Scoutmasters Conference with Mr. Morin at a time other than troop meetings.

All of the Above Requirements must be completed prior to your 18th birthday. There are very few steps that may be accomplished after your 18th birthday.

7. Successfully complete an Eagle Scout Board of Review.

Contact Information

Current Unit Information: Troop 1776, Foothills District, Atlanta Area Council

Unit Leader: Scoutmaster Tom Morin BSA PID #: 2138139
Phone: 770 633 – 9409
Address: 2835 Barbara Lane, Marietta, Ga. 30062
Email: tommorin@aol.com

Unit Committee Chair: Steve Harrison BSA PID #: 100034151
Phone: 770 594 – 0073
Address: 4383 Beechnut Ct., Roswell, Ga. 30075
Email: eagle70@bellsouth.net

Unit Advancement Coordinator: Lisa Green
Phone: 770 645 – 9426
Address: 2244 LaSalle Dr., Marietta, Ga. 30062
Email: greenlisaa@comcast.net

Project Beneficiary & Project Beneficiary Representative: These are your responsibility

Your Council Service Center: Atlanta Area Council
Phone: 770 989 – 8820
Address: 1800 Circle 75 Parkway, Atlanta, Ga. 30339
Email: ted.orr@aac.org

District Project Approval Representative: Martin Smith
Phone: 770 539 - 7370
Address: 729 Slater Mill Ct., Marietta, Ga. 30067
Email: martinsmith@mindspring.com

Project Coach: Lloyd Boone
Phone: 770 955 – 8973
Address: 232 Shadowlake Ct., Marietta, Ga. 30067
Email: lboone1539@bellsouth.net

<u>Misc:</u>	Catholic Church of St. Ann 4905 Roswell Rd. Marietta, Georgia 30062 770 552 - 6400	Ed Rousselot, Charter Org. Representative 2486 North Forest Dr. Marietta, Georgia 30062 edr12@bellsouth.net
--------------	---	--

The Church of Jesus Christ of Latter-Day Saints
95 Holt Rd. NE
Marietta, Georgia

Eagle Leadership Service Project

Getting Started:

Finding a project can be a challenge in itself.

- Talk to your church, a school, a non-profit organization, a public park, or a community organization. Ask other Scouts or Adult Leaders.
- The following are **not acceptable**: Work involving BSA property or activities, a business, routine labor, or a fund raiser.
- Your project must present an opportunity for planning, development, & leadership.

Questions to Ask:

- Who will be your contact person at the benefiting organization?
- How will the project be funded?
- Will the organization help with the cost?
- Do you and the organization have a basic understanding of the project?
A brief summary to see if you are on the same page may be helpful.
- Can a group of youth complete the tasks with minimum adult input?
- Can you lead the project with approximately 100 youth, volunteer hours? There is no established number of hours required for a project; however, we do look for enough hours that you can effectively demonstrate leadership. This is primarily a leadership project that provides a service to the community.

Initial Approval:

Discuss the project with your Scoutmaster and the Project Coach. Both of us will ask questions similar to those above.

Be prepared with specifics for your project

- Benches: number, length, width, support legs.
- clothing/food drive: number of items or bags that you will collect.
- deck: dimensions, steps, railing, posts, etc.

Writing the Proposal:

The next step is to submit your proposed project to District for approval. To submit your proposal, you must use the *Eagle Scout Service Project Workbook No. 512 - 927*. Download a fillable PDF file of the workbook from one of the web sites listed on page 2. Probably, the best website is <http://www.scouting.org>. Ensure you have the latest version.

Before you do anything else, read the **entire workbook**. There is some very important and need to know information in this workbook.

Complete the Project Proposal section. Acquire the necessary signatures: yours, the Unit Leader, the Unit Committee representative, and the Beneficiary. Email the Proposal (Cover page and Proposal pages B – E) directly to the District Advancement Chair, Martin Smith. In addition, you will need to mail (via regular US Mail) two items to Mr. Smith. The first is a copy of Proposal Page E with all the above signatures. The second item is a self-addressed, stamped return envelop so that he can return the signature page to you. (If required, a third item is a completed Fundraiser Application.) Please read the information on fundraising prior to submitting your project to District.

It is highly recommended that you include diagrams and /or photos to assist the District Advancement Committee to understand your project. Mr. Smith will sign/approve your proposal and return the signature page to you in the self-addressed envelope. Generally as a convenience to you, he will email you an approval of the Proposal; however, the signed signature page is the official approval of the Proposal.

Fundraising:

As addressed earlier, your project may **not** be a fundraiser. However, you may need to raise funds to pay for the project. "If your fundraising effort involves contributions **only** from the beneficiary or you, your parents or relatives, your unit or its chartered organization, or parents or members in your unit, submitting the fundraising application is not necessary." If you will raise funds from other sources, you must submit a Fundraising Application to the Atlanta Area Council for approval. Read the information on Fund Raising Application page B of the *Eagle Scout Service Project Workbook* and complete the application on Fund Raising Application page A. A copy of the approved and signed Fundraising Application must be submitted to District with your Project Proposal.

Excess funds are donated to the beneficiary organization.

Final Plan:

After your proposal is approved, complete the Eagle Scout Service Final Plan. This Final Plan is a tool to help you organize your project and show your Eagle Board of Review that you planned and developed your project. **Troop 1776 policy requires that you have approval of your Final Plan from your Life to Eagle Coordinator or Scoutmaster.**

The “Work Processes” is a detailed step by step instruction of how you plan to complete your project with your volunteers. When you are done, the Final Plan should pass the ‘Laryngitis’ Test. The “Laryngitis’ Test means someone else should be able to complete your project using your Final Plan because you have Laryngitis. It is also a very good reference for you to use when you are actually working on the project with your volunteers. It will help you stay organized when things become hectic on project day, and they will get hectic.

A “Tour Plan” is only required if you will be working outside the area of the Atlanta Area Council. The “Building Permits” requirement depends upon the nature of your project.

“Safety” is a big issue, especially if you are doing construction. I suggest starting the day with a Safety Briefing. As appropriate, ensure everyone wears gloves, eye goggles, ear plugs, and the appropriate clothing. Follow the *Age Guidelines* concerning tool usage and work at elevation. Power tools should only be used older/responsible volunteers after a safety briefing and proper instruction. I strongly discourage the use of a nail gun. Ladders should be on level ground with a safety spotter. Hammers pose a danger both to oneself and others around them. Brief accordingly. Use sunscreen when appropriate. Have a First Aid Kit on site. Finally, encourage all your volunteers to stay well hydrated.

After you have completed your Final Plan, you may begin work on your project. You do not have to have approval from anyone else to start work. You are the leader and you make the decisions and handle any problems which may arise. It is permissible to seek assistance or advice from others, but remember that you have to make the final decisions.

While working on your project, keep track of the volunteer hours. Also, make notes so that you will have information for you Project Report. Always ensure that you have **two-deep adult** supervision on your project per Boy Scout policy. One adult must have Youth Protection Training.

Tips on Leadership:

Recruiting Volunteers:

- Identify the skills you need
- Identify individuals who may have those skills
- Ask personally for volunteer's help
- Be clear and specific about the work (What, Where, When, How long)

Working with Volunteers:

- Fit the job to the volunteer
- Teach them how to do the job
- Tell them how well you want them to do the job
- "You catch more flies with sugar than vinegar"
- Show your appreciation

Miscellaneous:

- Work your plan
- Be vigilant about safety
- Keep track of hours....Sign -in sheet
- Be prepared food and beverages

Project Report:

The Project Report is located on pages 4-1 to 4-4 of the *Eagle Scout Service Project Workbook*. The Project Report is a recap or summary of your actual work and performance on the project. Most of the information required for the Project Report is self explanatory. Once again, your Life to Eagle Coordinator is a source to help proofread and polish your Project Report.

A couple of notes about the various boxes:

1. I would expect every project to have experience some changes.
2. Think about your leadership. You may be surprised how you displayed leadership.
3. Keep track of those volunteer hours. The Boy Scouts track service hours.
4. Once again you need **signatures**. These are to verify that the project was completed in a satisfactory matter. You will need signatures from the Beneficiary, your unit leader (i.e. scoutmaster), and yourself.

Eagle End Game

If you didn't think the paperwork was a pain before, you will now. The good news is you are almost done, so take heart. Please be meticulous with the paperwork.

Skills Review and Scoutmaster Conference:

You have one last Skills Review to accomplish so brush up on those knots and First Aid. Coordinate through the Advancement Chair for a Skills Review. Then, schedule a Scoutmaster Conference with your Scoutmaster, Mr. Morin. This Scoutmaster Conference will take approximately one hour and will include a review of all your paperwork; therefore, take all your paperwork to this Scoutmasters Conference. At that time, Mr. Morin will sign your Eagle Scout Rank Application and Eagle Scout Service Project Workbook.

Eagle Scout Rank Application:

The *Eagle Scout Rank Application 512 - 728* is available through several sources. You can go to the Atlanta Area Council office and obtain a paper copy or go to the internet. Please check that you have the latest version of the application. Some good internet sources are:

<http://www.foothillsbsa.org>,
<http://www.atlantabsa.org>,
<http://www.scouting.org>
<http://www.nesa.org>,

You may either download a fillable PDF file from the internet, or fill out a hard copy. For a hard copy, I would suggest you get several copies. Use one as a worksheet as no changes are permitted on the original application. I recommend you use blue or black ink and print legibly. In either case, you will need to get a copy of your scouting records from the Scoutmaster, Mr. Morin, or the Advancement Chair, Mrs. Green. The Atlanta Area Council will review and verify all the information, in particular the dates. Any discrepancies will result in the applications being returned to you non-certified.

The references on the Eagle Application are the ones from whom we will need Letters of Recommendation for your Eagle Board of Review. (More on references later)

Signatures: The back of the application requires numerous signatures.

- You – to verify the information is all correct.
- Mr. Morin will sign during your Scoutmasters Conference.
- The Committee Chair, Mr. Harrison.
- Atlanta Area Council will sign after certifying the application.
- Your Eagle Board of Review will be the last to sign.

Letters of Reference:

You need five Letters of Reference; six if you are employed. These references must coincide with the references listed on your Eagle Scout Rank Application. Their letters are strictly confidential and should be mailed directly to the Committee Chair, Mr. Harrison. The letters are read at your Eagle Board of Review, and then destroyed. You may not use the Scoutmaster or an Assistant Scoutmaster from our troop as a reference.

The references required are:

- Parents/Guardians
- Religious leader
- Educational
- Employer - this letter is required only if you are employed
- 2 others references

A couple of suggestions:

- Ask the people who you wish to use as a reference for their permission to do so, and give them about 2 months notice to write the letter.
- Give your references a brief letter of explanation.
- Give your references a stamped envelope addressed to Mr. Harrison.
- Give your references a deadline so you won't be waiting on a letter to schedule your Board. (I suggest at least 1 - 2 weeks prior to your Eagle Board of Review.)

Statement of Ambition and Life Purpose:

On the back of the Eagle Scout Rank Application is the requirement to "Attach to this application a statement of your ambition and life purposes and a listing of positions held in your religious institution, school, camp, community, or other organization during which you demonstrated leadership skills, include awards received during this service." I would suggest that you present this information on a separate sheet of paper with the title of *Statement of Ambition and Life Purposes*.

Here are a couple of ideas to assist you. This is a straight forward essay on what you want to do in life, what motivates you, and the values you hold. Make the essay 2-3 well written paragraphs. You may include information about your high school goals/plans, college, field of study or career, family plans, athletic goals, your future in scouting as youth &/or adult (if any), etc. There is no right or wrong statement, because this is about your future.

For the positions held and awards, you should consider athletic participation, clubs, school government, your church activities, any special conference you may have attended, etc. Once again, your Eagle coach will proofread and/or make a few suggestions. Don't expect major changes from your Life to Eagle Coordinator.

Atlanta Area Council Certification:

This is one of the easy steps. Take your *Eagle Scout Rank Application* with the first three signatures (yours, the Scoutmaster's & Unit Committee Chair) and your contact information (page 1-6 of the *Project Workbook*) to the Atlanta Area Council program center on Circle 75 Parkway. It will take them a few minutes to verify the information on your application and to provide the certifying signature on the back. Their certification is required before the District Advancement Committee and the Troop may schedule an Eagle Board of Review.

Atlanta Area Council will notify the District that they have certified your application. The next sentence is very important: If you take your application to AAC for certification, you must notify your Troop so that we can coordinate and schedule your Board of Review. For Troop 1776, this means you must notify your Life to Eagle Coordinator, i.e. Mr. Boone.

Eagle Board of Review:

We will only schedule your Eagle Board of Review after the following conditions have been accomplished.

1. The first 6 Eagle requirements are completed.
2. The Committee Chair has received all your Letters of Reference. These letters need to be received at least one week prior to your Board of Review in order to schedule your Board; i.e. by the 2nd Thursday of the month.
3. Your *Eagle Scout Rank Application* has been certified by Atlanta Area Council, and you have coordinated a Board of Review date with your project Coach.

Eagle Boards of Review are normally held on the 3rd Thursday of each month at The Church of Jesus Christ of Latter-Day Saints. The Church of Jesus Christ of Latter-Day Saints is located at 95 Holt Street, Marietta, Georgia. The meeting room is in the west end of the church. Roll call is at 7:40 pm and the Boards start around 7:50 pm. Wear a complete Class A uniform to include scout socks, belt, neckerchief with slide, and sash with all your merit badges properly displayed. (No Order of the Arrow sash) An incomplete uniform means no Board of Review. Remember to bring your *Scout Handbook* so the Board may initial it.

Prior to your Board of Review, make 1 - 2 copies of the following:

1. *Eagle Scout Service Project Workbook*
(Proposal, Final Plan, & Project Report)
2. *Statement of Ambition and Life Purpose* with list of offices and awards
3. *Eagle Scout Rank Application*
4. *Fundraising Application*, only if applicable

Bring the original and copies of the above to your Eagle Board of Review. We may try to distribute copies to the 1776 Troop members of your Board of Review and allow them time to review the information prior to your Board.

The Eagle Promise

On my honor as a scout,
I affirm my allegiance
To the three promises of the Scout Oath.
I thoughtfully recognize
And take upon myself
The obligations and responsibilities
Of the Eagle Scout.
On my honor I will do my best
To make my training an example,
My rank and my influence
Count strongly for better Scouting
And for better citizenship
In my troop,
In my community,
And in my contacts with other people.
To this I pledge my sacred honor.

Association

- from *Eagletter*
The Journal of the National Eagle Scout
Boy Scouts of America

The Eagle Scout Challenge

The foremost responsibility of an Eagle is to live with **honor**. To an Eagle, honor is the foundation of all character. He knows that "A Scout is Trustworthy" is the very first point of the Scout Law for a good reason. An Eagle lives honorably, not only because honor is important to him but also because of the vital significance of the example he sets for other Scouts. Living honorably reflects credit on his home, his church, his troop, and his community. May the **white** of the Eagle badge remind you to always live with honor.

The second obligation of an Eagle is **loyalty**. A Scout is true to his family, Scout leaders, friends, school, and nation. His loyalty to his troop and brother Scouts makes him pitch in and carry his share of the load. All of these help to build the loyalty which means devotion to community, to country, to one's own ideals, and to God. Let the **blue** of the Eagle badge always inspire your loyalty.

The third obligation of an Eagle is to be **courageous**. Courage has always been a quality by which men measure themselves and others. To a Scout, bravery means not only the courage to face physical danger, but the determination to stand up for the right. Trusting in God, with faith in his fellow man, he looks forward to each day, seeking his share of the world's work to do. Let the **red** of the Eagle badge remind you always of courage.

The fourth obligation of an Eagle is to be **cheerful**. To remind the Eagle Scout to always wear a smile, the **red, white, and blue** ribbon is attached to the scroll of the Second Class award, which has its ends turned up in a **smile**.

The final responsibility of an Eagle Scout is **service**. The Eagle Scout extends a helping hand to those who still toil up Scouting's trail, just as others helped him in his climb to the Eagle Scout. The performance of the daily Good Turn takes on a new meaning when he enters a more adult life of continuing service to others. The Eagle Scout stands as protector of the weak and helpless. He aids and comforts the unfortunate and the oppressed. He upholds the rights of others while defending his own. He will always "Be Prepared" to put forth his best.

You deserve much credit for having achieved Scouting's highest award. But wear your award with humility, ever mindful that the Eagle Scout is looked up to as an example. May the Scout Oath and the Scout Law be your guide for tomorrow and onward.

*Distributed by the National Council
Boy Scouts of America
To all new Eagle Scouts*