California Inland Empire Council   Boy Scouts of America

Life to Eagle Checklist

Eagle Scout candidates, parents and leaders assisting the Eagle candidate on his trail to Eagle Scout should use the following checklist. If you have questions please talk to your Unit Leaders, District Eagle Advancement Chair or contact the Council Advancement clerk at 909-793-2463 Ext 126 or janelle.agre@scouting.org.

PROJECT

__When the rank of Life Scout has been achieved the Eagle candidate will obtain a copy of the "Eagle Scout Service Project Workbook". The workbook may be downloaded off the council website at www.bsa-ciec.org, and is located under the Advancement tab, then the Eagle Scout Resources tab. The workbook can be saved to your computer and then can be opened and edited.

__The candidate and his parents or guardians should review the entire workbook for directions and information before meeting with his Unit Leaders for his project proposal.

__The candidate meets with his Unit Leader, Scoutmaster, Varsity Coach, Crew Advisor and/or the unit advancement chair or project coach (a coach is optional) where a discussion takes place to identify possible Eagle projects.

__ **Project Proposal**: After a project has been identified, the Eagle candidate writes his project proposal in his workbook. Also, see note below on **Final Plan.**

__The candidate meets with the representative of the benefiting organization to discuss and receive approval of the project proposal.

__Give the Beneficiary a copy of the information sheet "Navigating the Eagle Scout Service Project" from your workbook.

__The candidate meets with his Unit Leader and a member of the unit committee for their approval signatures.

__The candidate schedules a meeting with the District Eagle Chair to present his Eagle project proposal and obtain approval signature.

Note- No work may begin on the project before approval is obtained from the District Eagle Chair, District Advancement Chair or his designee.

__**Final Plan:** Can be completed before or after the project has been approved. May show to Beneficiary at time of obtaining their approval.

__For fundraising read the information page then if needed complete the application and include a list of prospective donors and what they will be asked to donate. Contact the Council Office for approval.

__Once the project has been completed the Eagle candidate completes the final pages of the workbook and obtains the beneficiary approval signature.

__The candidate meets with his Unit Leader to review the project. If all is in order the unit leader and Eagle Candidate sign the workbook.

Final approval for a successful project happens at the District Eagle Scout Board of Review. The meeting between the Eagle candidate and unit leader is to review the project and discuss how the project was completed. If the project goal was not completed, the Unit Leader should instruct the Scout on ways to complete the project as planned.

EAGLE SCOUT RANK APPLICATION

__Please download the most **recent edition** from the Council website. Can be saved to your computer to enter data.

__After the candidate has completed requirements # 1-6 on the application he meets with his Unit Leader and Committee Chair to review the application to insure all information is filled in and is correct.

__A conference (req # 6) is held between the Eagle candidate and the unit leader; Scoutmaster, Varsity Coach or Crew Advisor depending on the unit he is currently registered in. After the conference is held the date is entered in the conference date box.

__The candidate signs the completed Eagle Scout application using blue or black ink.

__The candidate then obtains the signature and date of the Unit Leader and Committee Chair.

__It is imperative that all requirements for the Eagle Scout rank except the Eagle Board of Review be completed before the candidate's 18th birthday. The application **does not** need Council Verification before the candidates 18th birthday.

__The application is taken or mailed to the Council Office for verification. Applications are verified on Mondays and Tuesdays only. If all is in order the council will sign and return the application to the candidate.
The candidate does not need to include his project workbook or statement of ambitions and life purpose when having the application verified by the Council Office.

EAGLE SCOUT BOARD OF RVIEW

Note- DO NOT schedule your Board of Review until you have received the Council verification signature.

__The Eagle candidate will schedule his District Eagle Scout Board of Review by calling or emailing the Eagle Chair or board scheduler. The contact information is provided by the Council and is attached to the Eagle Scout Rank Application.

__The candidate should present himself in full uniform or shirt and tie if he does not have a complete uniform.

__If the candidate does not meet the requirements he will be told of 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 time period.
If appropriate, a new date is selected for a Board of Review.

__Immediately after the Board of Review, the Board Chair signs the Eagle Scout Rank Application. The members of the board sign a properly completed Advancement Report. The Eagle Chair or designee will forward the Eagle Scout Rank Application and Advancement Report to the Council Office.

__The Council Office will obtain the Scout Executive's approval, and forward the paperwork to the National Office.

EAGLE SCOUT CERTIFICATE

__The National Office will review and approve the Eagle Scout application and produce an Eagle Scout Certificate that is forwarded to the Council Office. This procedure can take up to 4 weeks or more.

__The Council Office will notify the Unit Leader when the Eagle Certificate is ready for pick up or they may designate someone to pick it up in their place.

__ The Eagle Scout award may now be purchased and the unit may now hold a Court of Honor to present the award.

5/11/17