



Earning Eagle Rank

Dutchess District
Hudson Valley Council

Fall 2016 Version

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Introductions

Presenters:

- **Jim Duffy, District Eagle Advancement Committee Chair**
- **Joe Geraci, District Boy Scout Advancement Chair, and Eagle Advancement Committee member**

Here tonight:

- **Peter Dowley, Dutchess Advancement Chair and Council Youth Development (Advancement) Committee Member**
- **Members of the District Eagle Advancement Committee**



Agenda

- **Introductions**
- **Reference Materials**
- **Eagle Scout Service Project**
- **Eagle Scout Rank Requirements**
- **Eagle Scout Rank Application**
- **Rank Application Processing**
- **Eagle Scout Board of Review**
- **Questions**

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Reference Materials

BSA Publications :

- Boy Scout Handbook, 13th Edition (#34554)
- Eagle Scout Service Project Workbook Oct. 2015 (#512-927)
- Eagle Scout Rank Application Jan. 2016 (#512-728) *
- Guide to Advancement 2015 (*GTA2015*), (#33088)
- Boy Scout Requirements 2016 (33216)
- Guide to Safe Scouting (#34416A)
- Age Guidelines for Tool Use (etc.) 2012 (#680-028)

* Refer to a local handout for advice on completing this form, titled “Tips on filling out the Eagle Scout Rank Application”.

Eagle Scout Service Project

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Project Sources and Types

- **Based on a review of over 175 projects done in 2009 - 2011**
 - Projects were not specific to Troop, or Troop's area of the District
 - About 70% were for 3 "sources"
 - Organizations: 29%; Churches: 23%; Town parks: 19%
 - 5 other "sources" split the remaining 29% (4 – 8% each)
 - Best way to 'find' a project – let everybody know you are looking for one! Have the adults you know ask around. Follow up yourself – estimate if it is feasible. Negotiate!
 - Figure that your project will actually be done beginning 3 – 4 months from the first time you hear about it – plan accordingly.
 - Mega-size and Expensive Projects are not of high value.





Eagle Scout Service Project

- **Guidelines**

- Provide opportunity for planning, development, and leadership
- Projects must benefit any Religious Institution, any School, or your Community, (including ‘Community of the World’) 9.0.2.5
- Projects must not be
 - of a commercial nature or for a business
 - only routine labor or only a fundraiser
 - joint projects – only one Eagle candidate can receive credit for a project – similar but not overlapping projects are allowed.
 - performed for the BSA, its councils, districts, units, or its properties
- Details are given in the Workbook itself. Refer to Pg 4.

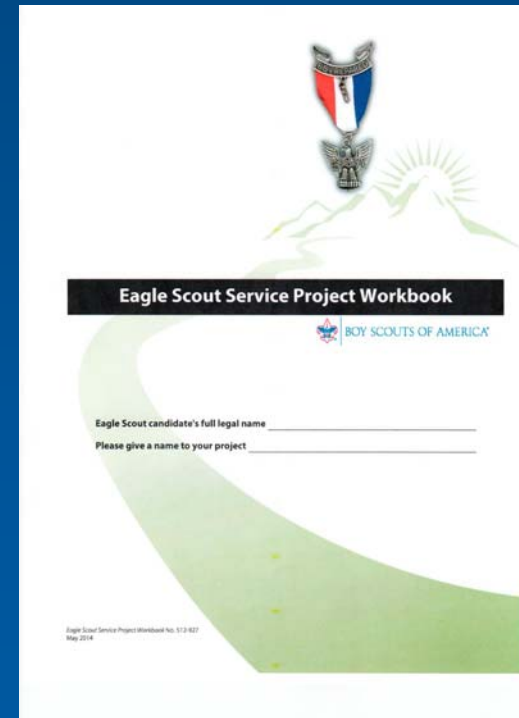




Eagle Scout Service Project (cont)

Requirement:

- Must use Eagle Scout Service Project Workbook 512-927. Read and understand the entire document before starting.
- Workbook has numerous sections:
 - Rules and explanations, pages 2 - 6
 - Proposal: cover page and Proposal pages A through E
 - Project Plan: cover page and Project Plan pages A through E
 - Fundraising Application: pg A = form; pg B = rules
 - Project Report: cover page and Project Report pages A through C
 - A handout for your Project Beneficiary



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Proposal Considerations, cont.

- **Project Phases**

- The text in the box itself is kind of the answer: translate ‘preparation’ into the main steps that mean ‘ready to lead your project’
- Translate ‘execution’ into the main steps that mean ‘order in which things will get done’

- **Logistics**

- While Dad may have a new truck, it may not be designed to move 6 cubic yards of stone weighing 2700 pounds each....
- Tour and Activity Plan is discussed later





Workbook Section Use

– Project Proposal

Eagle Scout Service Project Proposal

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Eagle Scout candidate's full legal name _____

Eagle Scout Service Project Name _____

Eagle Scout Requirement 5

While a Life Scout, plan, develop, and give leadership to others in a service project helpful to any religious institution, any school, or your community. (The project must benefit an organization other than Boy Scouting.) A project proposal must be approved by the organization benefiting from the effort, your unit leader and unit committee, and the council or district before you start. You must use the Eagle Scout Service Project Workbook, No. 512-927, in meeting this requirement.

- Page A starts off with 5 tests for an acceptable project, and has other good advice
- Page B requests Contact Information – very useful & necessary
- Pages C through E contain sections that allow you to describe different aspects of your Proposal – read ahead, follow the hints and definitions by each section, separate your ideas into the different sections, describe your proposal as smoothly as you can.
- Consider all sections – indicate Not Applicable (N/A) when true
- Include sufficient details to determine project viability (see 1-5)
- Include pictures and sketches/drawings if useful





Proposal Considerations

- **Project Description and Benefit**

- Addresses 3 topics: What, How/Why, and When.
- The fillable PDF will allow you to write a lot more words than you might expect. The boxes will expand as needed.
- The first box asks for a Brief description. Brief does not mean fact-free. Approximate measurements can explain to the reader why you are about to say that lots of workers and tools and dollars are involved.
- Respect the separation of topics among the three boxes.
- Take pictures, make drawings, convey the idea of your proposal in more than just words.
- Put titles on the pictures!





Proposal Considerations, cont.

- **Project Description and Benefit – When:**
 - Experience shows that Proposal creation and local approval and District approval take longer than many Scouts expect.
 - We recommend multiple weeks after proposal approval as intended time to begin actual work on project.
 - That allows for Project Plan creation, and Fundraising Application and Tour Permit approvals if needed.



Proposal Considerations, cont.

- **Giving Leadership**
 - The difficulty you see may be a good reason for a Project Coach.
- **Materials, Supplies, Tools, Other Needs**
 - Each of these sections has a definition – those can help you keep the section's contents unique, rather than repeating items.
 - Notice that they ask for 'Types' and 'Kinds' – think of the signs that hang over the aisles in places like Williams and Lowe's and Home Depot – those generic names may be the answer.
 - If it helps, use Project Plan pages B & C to write down just the names of specific items – then talk with your Project Coach about 'Types' and 'Kinds'.





Proposal Considerations, cont.

- **Permits and Permissions**
 - Make sure that the Benefiting Organization Representative has the authority to say ‘Yes’ for his organization.
 - Note: Schools and Town Governments have layers of bosses.
- **Preliminary Cost Estimate**
 - Ask knowledgeable people what they think things will cost, or
 - Shop for the items you think will cost the most (the big 80%), and add another 25% for the less costly items.
- **Fundraising**
 - After you fill in those estimated costs, remember to answer the question: Where will you get the money?



Proposal Considerations, cont.

- **Safety Issues**
 - National Scouting literature addresses tool safety, etc.; the BSA practices limit what Scouts can do; that should be considered up front when you ask “Is this project feasible?”.
 - Dutchess has a severe local health concern, that of tick-borne Lyme Disease; as a leader, you should advise about precautions and examination by yourself and your parent.
 - Here in Dutchess, we have E911 emergency response coverage; as a leader, you have to know what help it offers and what its limitations might be.



Proposal Considerations, cont.

- **Further Planning**
 - “List some action steps (toward) a Project Plan” can be translated into “What do I need to learn or do to create my Project Plan?”.
 - In Engineering circles, this kind of activity is sometimes called ‘creating a plan for a plan’. It can be hard work!
- **Candidate’s Promise**
 - Being ready to sign is the important part.
- **The Approvals**
 - These Approvals are serious declarations of support and approval by the signers. Expect them to take time and ask questions about what they are signing – you want that help.





Workbook Sections, cont.

- **Fundraising (if needed)**

- Read Fundraising Application page B (the rules) carefully.
- Follow BSA standard rules regarding earning money.
- (Parts of) Projects paid for by certain payers are exempt from Approval.
- Support from other payers or donators of either money or materials is defined as fundraising, and must be approved.
- The Eagle Project Fundraising Application (page A) is not the same form as a Unit Fundraising Application.
- The Application requires you to attach a good-faith list of potential donors and the type of donations being sought.

Eagle Scout Service Project Fundraising Application

Before completing this application, it is important to read "Procedures and Limitations on Eagle Scout Service Project Fundraising." This can be found on the next page: "Fundraising Application Page B." Once completed, you must obtain approval from the project beneficiary and your unit leader, and then submit the fundraising application to your council service center at least two weeks in advance of your fundraising efforts. You will be contacted if it cannot be approved or if adjustments must be made. Use this form, not the Unit Money-Earning Application.

Eagle Scout Candidate

Name: _____ Preferred telephone(s): _____
Address: _____ City: _____ State: _____ Zip: _____
Email address: _____
Check one Troop Team Crew Ship Unit No. _____
Name of district: _____ Name of council: _____

Project Beneficiary (Name of the religious institution, school, or community)
Name: _____ Preferred telephone(s): _____
Address: _____ City: _____ State: _____ Zip: _____
Email address: _____

Project Beneficiary Representative (Name of contact person for the project beneficiary)
Name: _____ Preferred telephone(s): _____
Address: _____ City: _____ State: _____ Zip: _____
Email address: _____

Describe how funds will be raised:

Proposed date the service project will begin: _____
Proposed dates for the fundraising efforts: _____
How much money do you expect to raise? _____
If people or companies will be asked for donations of money, materials, supplies, or tools, how will this be done and who will do it?

*You must attach a list of prospective donor names and what they will be asked to donate. This is not required for an event like a car wash.

Are any contracts to be signed? _____ If so, by whom? _____
Contract details: _____

Approvals

Beneficiary		Unit Leader		Authorized Council Approver*	
Signed	Date	Signed	Date	Signed	Date

*Councils may delegate approval to districts or other committees according to local practices.

Fundraising Application Page A



Workbook Sections, cont.

• Fundraising, continued:

- Application must be approved before fundraising starts.
- It can be approved by the District if \$500 or less.
- If over \$500, Council’s Youth Development Committee approves; requires about 2 weeks time.
- Their e-mail address is advancement@hudsonvalleyscouting.org
- Williams Lumber website has link “Life Scout” to their program.

• Tour and Activity Plan (if necessary)

- Needed if project is outside Council boundaries.
- Transporting people has strict rules.
- Have a Troop adult complete online form (Scout CAN NOT).
- Council staff approves; Requires 2 weeks minimum lead time.

Contact Information

Eagle Scout candidates should know who is involved. For printed information, see the manual. For unit leaders, unit committees, project beneficiaries, and council or district approval representatives in your area, you may want to talk to one another. (While it is recognized that not all the information will be needed for every project, such as expected to provide as much as reasonably possible. Approval representatives must understand, however, that being so that part of the project requirements.)

Eagle Scout Candidate

Name: _____ Birth date: _____
 Email address: _____ BSA PID number: _____
 Address: _____ City: _____ State: _____ Zip: _____
 Preferred telephone(s): _____ Life board of review date: _____
*BSA PID No. found on the BSA membership card

Current Unit Information

Check one: Troop Team Crew Ship Unit Number: _____

Name of District: _____ Name of Council: _____

Unit Leader Check one: Scoutmaster Varsity Coach Crew Advisor Skipper

Name: _____ Preferred telephone(s): _____
 Address: _____ City: _____ State: _____ Zip: _____
 Email address: _____

Unit Committee Chair

Name: _____ Preferred telephone(s): _____
 Address: _____ City: _____ State: _____ Zip: _____
 Email address: _____

Unit Advancement Coordinator (if your unit has one)

Name: _____ Preferred telephone(s): _____
 Address: _____ City: _____ State: _____ Zip: _____
 Email address: _____

Project Beneficiary (Name of religious institution, school, or community)

Name: _____ Preferred telephone(s): _____
 Address: _____ City: _____ State: _____ Zip: _____
 Email address: _____

Project Beneficiary Representative (Name of contact person for the project beneficiary)

Name: _____ Preferred telephone(s): _____
 Address: _____ City: _____ State: _____ Zip: _____
 Email address: _____

Your Council Service Center

Council name: Hudson Valley Council, BSA Preferred telephone(s): (845) 566-7300
 Address: 6 Joanne Drive City: Newburgh State: NY Zip: 12550

Council or District Project Approval Representative
(Your unit leader, unit advancement coordinator, or council or district advancement chair may help you learn who this will be.)

Name: Peter Dowley Preferred telephone(s): (845) 889-4800
 Address: PO Box 338 City: Staatsburg State: NY Zip: 12580
 Email address: pdowley@juniata.com NOTE: Send fund raising application to advancement@hudsonvalleyscouting.org

Project Coach (Your council or district project approval representative may help you learn who this will be.)

Name: _____ Preferred telephone(s): _____
 Address: _____ City: _____ State: _____ Zip: _____
 Email address: _____

Proposal Page 8



Workbook Sections, cont.

- Project Plan (not required, but strongly recommended)
 - Seen as proof of your leadership
 - Having a Project Coach is encouraged.
 - Read GTA2015 Section 9.0.2.9 for a description of the role and value of a Project Coach. Scouting wants you to succeed in your Project. A good Project Coach is important to have as a “voice of experience”.
 - It’s your project : you make the decisions – but you don’t have to go it alone; you can have a Project Coach.
- Project Report (required)
 - Keep a separate list of people and hours for unit service hour credit.

Candidate's Promise <i>Sign below before you seek the other approvals.</i>	
<i>On my honor as a Scout, I was the leader of my Eagle Scout service project and completed it as reported here.</i>	
Signed: _____	Date: _____
Completion Approvals	
<i>In my opinion, this Eagle Scout service project meets Eagle Scout requirement 5, as stated on page 4 of this workbook.</i>	
Beneficiary name: _____	Unit leader name: _____
Signed: _____	Date: _____
Signed: _____	Date: _____
Project Report Page C	



Service Project Proposal Approval

Project Proposals must be approved **before** starting work

- Unit Leader
- Unit Committee Member
- Beneficiary Representative
- (last) District Eagle Advancement Committee
- District Proposal Approvals
- Send workbook as e-mail attachment to Mr. Duff
- Your Troop leaders have a handout which lists the dates when your workbook is due in for pre-review, and when the formal District Review will occur. No District Review is held in July.
- Are by appointment – the schedule is sent out by e-mail on prior Sunday night, often around midnight. Your unit leaders have details of the process. If you have questions, ask them first.

The image shows a sample of the Service Project Proposal Approval form. It includes sections for Logistics, Safety Issues, Final Planning, Candidate's Promise, Unit Leader Approval, Unit Committee Approval, Beneficiary Approval, and Council or District Approval. Each section contains specific instructions and a signature line with a date field.

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Eagle Scout Rank Requirements



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Eagle Requirements, simplified

1. Be active as Life Scout * 6 month minimum
 2. Prove you live by Oath and Law *
 3. Earn total of 21 Merit Badges * required and optional
 4. Serve actively in a Leadership Position for 6 months after Life*
 5. Lead Eagle Scout Service Project * Plan, Develop, etc.
Use the online fillable PDF to complete the Rank Application.
Complete the two attachments – read the ‘Tips’ memo first.
 6. Take part in Scoutmaster Conference
 7. Successfully complete an Eagle Scout Board of Review.
- * First 6 requirements must be completed before 18th birthday!

After your Eagle Scout Rank Application is approved by Council,
a District Eagle Scout Board of Review will occur.

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Eagle Requirements (details on #1)

1. Be active in your troop, team, crew, or ship for a period of at least 6 months after you have achieved the rank of Life.

Requirement is met if:

1. The Scout is registered.
2. The Scout is in good standing.
3. The Scout meets the unit's reasonable expectations

It is appropriate for units to set reasonable expectations for attendance and participation.

Unit expectations need to acknowledge Scout's participation in other activities outside of Scouting.

Scout should make sure he discusses his other activities with his Scoutmaster regularly; writing them down is useful.



Eagle Requirements (details on #2)

2. Demonstrate that you live by the principles of the Scout Oath and Law in your daily life.

List the names of individuals who know you personally and would be willing to provide a recommendation on your behalf.

- Parents/guardians
- Religious
- Educational
- Employer (if any)
- Two other references

Your job here is to figure out who you want, to ask them if they would, and to let them know that a Troop Leader will send them a letter requesting the actual Letter of Recommendation.



Eagle Requirements (details on #3)

3. Earn a total of 21 merit badges. *Some merit badges require extended periods of time to complete!*

Required merit badges

1) Camping, 2) Citizenship in the Community, 3) Citizenship in the Nation, 4) Citizenship in the World, 5) Communications, 6) Cooking, 7) Emergency Preparedness or Lifesaving, 8) Environmental Science or Sustainability, 9) First Aid, 10) Cycling or Hiking or Swimming, 11) Personal Management, 12) Personal Fitness, 13) Family Life

Select only one for #7, #8 and #10.

Plus 8 'others' for a total of 21





Merit Badge Counselor & Counseling Requirements

- Boy Scouting requires that all Merit Badge Counselors be registered as Merit Badge Counselors, for a specific list of Merit Badge(s).
- HVC Approval is required for their specific badge(s).
- Camp Staff Counselors are approved by the BSA.
- Section 7 of the Guide to Advancement 2015 has details.
- Merit Badge Counseling is a BSA activity subject to the rules of what is called Youth Protection Training (YPT).
- Counselors must conduct themselves and do their counseling within the framework of those YPT rules.





Eagle Requirements (details on #4)

4. While a Life Scout, serve actively for a period of 6 months in one or more of the positions of responsibility (as listed on the Eagle Scout Rank Application.)

When a Scout assumes a position of responsibility, something related to the desired results must happen.

Note: For Boy Scouts, Assistant Patrol Leader does NOT count.



Eagle Requirements (details on #5)

5. While a Life Scout, plan, develop, and give leadership to others in a service project helpful to any religious institution, any school, or your community. (The project must benefit an organization other than Boy Scouting.) A project proposal must be approved by the organization benefiting from the effort, your unit leader and unit committee, and the council or district before you start.

You must use the Eagle Scout Service Project Workbook, No. 512-927, in meeting this requirement.

You need to use the October 2015 version of the Workbook – get to it by following the special link at <http://www.scouting.org/Home/BoyScouts/AdvancementandAwards/EagleWorkbookProcedures.aspx>



Eagle Requirements (details on #6)

6. Take part in a Scoutmaster conference.

First complete your Eagle Scout Rank Application (BSA form 512-728), available as a fillable PDF, and attach the following

1. a statement of your ambitions and life purpose and
2. a listing of positions held in your religious institution, school, camp, community, or other organizations during which you demonstrated leadership skills. Include honors and awards received during this service. See the “Tips” memo.

Requirement does not say to “pass” a conference. It is also not required to be the last step before a Board of Review.



Eagle Requirements (next steps)

You must sign the Certification.

Next, the unit gives approval as evidenced by the personal signatures of the Unit Leader and the Unit Committee Chair.

If either leader refuses to sign, then the rules for a “Board under Disputed Circumstances” (GTA 8.0.3.2) apply.

If the Eagle candidate is the son of either of these leaders, they may appoint another person in writing to act in that position while freeing themselves to focus on the role of “Dad” or “Mom”..

After the Eagle Scout Rank Application has been reviewed and approved by the Council office, the Eagle candidate must successfully complete a District Eagle Scout Board of Review.

Eagle Scout Board of Review



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Eagle Scout Rank Application Process

- **After having completed all requirements and unit approvals, the Eagle Scout Rank Application is processed as follows:**
 - Troop leadership submits to Council
 - Council verifies information
 - Council notifies Troop leadership and District that Eagle Scout Board of Review can be scheduled
 - District Eagle Adv. Chair and Troop leadership schedule the Eagle Board of Review. Scout is consulted on his availability.
 - There is a pattern to Eagle Boards – usually the first Thursday and the third Monday. The District has published the schedule.
 - The Scout is not allowed to set up their own Eagle Board. This is adult business. The adult leaders have certain responsibilities.



Eagle Scout Board of Review

- **It is a District BOR.**
- **Conforms to National and HVC policy**
 - Determine quality of Scouting experience
 - Not a test!
- **May be held, even if lacking:**
 - Reference letters
 - Full uniform (see next slide)
 - Signatures on Workbook or Eagle Scout Rank Application
 - Requires “Board of Review under Disputed Circumstances”
- **May be held after 18th birthday**
 - Permission needed if after age 18 years 3 months (Avoid this!)



Eagle Scout Board of Review (cont)

- Uniforming

- Candidates should dress according to importance of occasion
 - Clean and neat in appearance
 - Full field uniform is expected
 - **Correct badge placement – refer to Insignia Guide 33066.**
 - » *Facts: Merit Badge sashes come in sizes; Scouts grow!*
 - **Not an Order of the Arrow (sash) occasion**
 - In most cases, Scouts can reasonably meet this expectation.
- Accommodations will be made for:
 - Unit uniform variance
 - Any extenuating circumstances

Candidates will not be rejected, under any circumstances, for lack of uniform.

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Eagle Scout Board of Review (cont)

- **Composed of 3-6 voting members**
 - One of which may be a community leader
 - Unit may be included
- **Board's Timeline**
 - Review submitted material (30 min)
 - Interview with Scout (30 min)
 - Scout may be asked to conduct an opening that could include: Pledge of Allegiance, Scout Oath, and Scout Law
 - Scout should expect questions on:
 - » *Service Project*
 - » *Leadership*
 - » *Scouting Life*
 - » *His goals and preparations for his future*





Eagle Scout Board of Review (cont)

- **Timeline (cont.)**
 - BOR Member Discussion and Formal Vote
 - Conclusion
 - Notification of decision
 - Discussion of process after Board
 - Photos (be sure to bring a camera)

The total Board will take about 1 ½ hours!



Eagle Scout Board of Review Results

- **Eagle BOR date is official date of becoming an Eagle Scout**
- **What happens after the Eagle BOR**
 - Eagle Board Chair forwards paperwork to Council (in 2-3 days)
 - Council reviews paperwork. If correct, notifies National.
 - National reviews information. If correct, sends credentials to HVC, usually in 2-3 weeks from submittal to council.
 - Council will notify Troop to pick up Eagle Scout credentials
- **Planning for an Eagle Court of Honor may officially commence after the credentials come in.**



For more presentation information

- **Contacts: Dutchess District, Hudson Valley Council**
 - Peter Dowley, District Advancement Chairman,
pdowley@juno.com
 - Jim Duffy, District Eagle Advancement Committee Chair,
JDuffy2465@aol.com



Pertinent websites

www.ntown.info

www.hudsonvalleyscouting.org

www.NESA.org

www.scouting.org



Questions?



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Thank you for coming!



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