

Troop 188 Life to Eagle Guidelines

The leaders of Troop 188 are proud you have made it this far. We would like to see you pass the finish line with YOUR Eagle Rank. This binder is a tool for you to use to get through your Eagle Rank. Be mindful that this journey will take some time to complete and YOUR Eagle Project needs to be turned in before your 18th Birthday. THIS IS YOUR EAGLE PROJECT, NOT your parents. Therefore, all communications with all Leaders and Eagle Coordinators should solely be handled by **YOU!**

IMPORTANT: Make sure you keep track of the time you spend on YOUR project, even from the beginning. You will need this information in the final write up.

Please note Northwest Suburban Council offers a Life to Eagle Seminar two times a year, it would be helpful to attend this before YOU start YOUR project.

Here are the steps necessary to get to the finish line.

1. Download from NWSC.org the current version of the Eagle Scout Service Project Workbook, to get the most current version. It is under Resources/Advancements/Eagle Scout Resources.
2. Review all contents of the Eagle Packet.
3. Explore all project ideas (There are websites with many suggestions). Note- These are suggestions and it is at the discretion of YOUR Troop Committee to approve YOUR Eagle Project.
4. Contact the Scout Master or designated leader for approval of YOUR idea.
5. Meet with the Benefiting Organization.
6. Fill out the Eagle Scout Service Project Proposal section pages A-E. (This is the section paper clipped in the binder.) Please be sure to read carefully what you have written for proper grammar and spelling.
7. Meet with the Scout Master for Project Proposal approval. If the Scout Master requires changes of the Eagle Scout Project Proposal Sections A-E, please make them, and, have him sign off on

the last page of the Proposal Section. Once the Scout Master has signed off he will notify the Advancement Chair he has done so. (PLEASE ALLOW AMPLE TIME FOR THE APPROVAL PROCESS. PLAN AT LEAST 3 MONTHS FROM SCOUT MASTER SIGN OFF TO THE TIME YOU START YOUR PROJECT! This could be longer depending on the time of year and the scout's motivation.)

8. After the Scout Master signs your Project Proposal, YOU will need to contact the Advancement Chair to coordinate a time for your Committee Review. You will need to forward an electronic copy of your Project Proposal (Pages A-E) to the Advancement Chair at this time.
9. After the Scoutmaster approves the project, you need to get a formal letter from the Benefiting Organization approving your Proposal.
10. Once received by the Advancement Chair, he/she will coordinate between you and the Committee Chair a time available for you to present your Project Proposal to the Committee.
11. Once the meeting date and time is established, a Committee will be formed. At this time, your Project Proposal will only be sent electronically to the Committee Members attending your presentation.
12. On the day of your presentation:
 - a) dress in Full Class A uniform, and make sure all patches are sewn on your uniform correctly.
 - b) Make sure you arrive at least 15 minutes earlier than your presentation time. If you need additional time to set up for your Presentation coordinate with the Advancement Chair.
 - c) Make sure you have everything you need to conduct your Presentation.

d) The Advancement Chair will let you know how many copies of your Project Proposal YOU need to make so you have enough for every Committee Member planning to attend your Presentation.

e) Bring a copy of the Project approval letter from your Benefiting Organization.

13. Allow 15 – 20 minutes to present your Project Proposal.

14. After you have presented your Project Proposal, the Committee will ask you questions regarding your Project Proposal and presentation. (This may take approximately 15 -30 minutes.)

15. The Committee will ask you to step out of the room while they discuss your Project Proposal. This could take 15- 45 minutes. After the Committee discussion they will ask you to rejoin them.

16. The Committee may reach one of the following conclusions:

a) Your proposal has been approved without any changes.

b) Your proposal is a good project, but some changes need to be made before you get approval or can move forward.

c) The Committee does not believe the project is a viable Eagle Project. (This will require you to start back at the beginning with a new idea.)

17. If the Committee decides on:

a) Skip steps 18, 19 &20.

b) Be prepared to take notes on what changes are required to be made.

c) Meet with the Advancement Chair, then go back to step 3, above.

18. After you make the necessary changes, you will need to send an electronic copy of revised Project Proposal to the Advancement Chair.
19. At this point, the Advancement Chair will review all changes made and forward the revised Project Proposal to the Committee Members who were present at your proposal meeting for their approval.
20. Once these Committee Members have approved your Project Proposal, the Advancement Chair will notify YOU, the Scout Master, and the Committee Chair that your Project Proposal is ready to be signed by the Committee Chair.
21. YOU will need to coordinate with the Committee Chair for a date and time to have your Project Proposal signed.
22. Once the Committee Chair has signed your Project Proposal, the Advancement Chair will give YOU the phone number for our Council Coordinator. You will need to call the Council Coordinator and request that they assign you an Eagle Coordinator.
23. YOU must call the Council Coordinator. IF you call and have to leave a message; speak slowly, clearly and please remember to say your name, troop number and your phone number twice. Be persistent if you are not receiving call backs.
24. Once YOU have established contact with your Eagle Coordinator, he will take over in guiding and approval of your plans and write up. (Remember, Troop Leaders are still available for advice but you must follow the directions of YOUR Eagle Coordinator.)
25. Good Luck as you start YOUR Eagle Project and write up that follows Your Eagle Project. Remember to ask for Troop help and ask the Committee Chair or Scoutmaster to help with sending out YOUR E-mail blasts to the troop.

26. Once you have completed your Eagle Project and write up, and your Eagle Coordinator has signed off on your Final Eagle Project, you will need to schedule a Scoutmaster review.
27. At your Scoutmaster review, you will need to bring your Eagle Project Binder and your Scout Handbook.
28. Once the Scoutmaster has signed off on your Eagle Project Binder, you will need to contact the Committee Chair to arrange a time to obtain their signature.
29. When the Eagle Coordinator, Scoutmaster and Committee Chair have signed your Eagle Project Book, your Eagle Project Binder needs to be taken to the Council Office.
30. Once the Council office has approved your book, they will call your Eagle Coordinator and only give your book to him.
31. Your Eagle Coordinator will contact the Committee Chair that your Eagle Project Binder is approved and you are ready for your Eagle Board of Review.
32. The Committee Chair and Advancement Chair will coordinate with you and your Eagle Coordinator a time that is available to hold your Eagle Board of Review.
33. Once a day and time has been established, the Advancement Chair will send an E-mail to Troop Committee Members to see who would like to attend your Eagle Board of Review.
34. On the day of Your Eagle Board of review:
 - a) Make sure you are dressed in your complete Class A uniform.
 - b) Practice the Scout Oath, Scout Law, and Outdoor Code and the Pledge of Allegiance.
 - c) Arrive early to set up the room for your Board of Review.

d) Your parents can be with you, they are just not allowed in the room with you, until after your Board of Review is complete. Parents usually like to be there after the Eagle Board of Review to take pictures. They will want to bring a camera if you are approved for the rank of Eagle Scout.

35. After the Eagle Board of Review, if you are approved for Eagle Rank, your Eagle Project Binder will be signed by the Eagle Coordinator, Scoutmaster, Advancement Chair, and Committee Chair.

36. The Advancement Chair will take your Eagle Project Binder to Council Office to have everything entered into the database.

37. Once your Eagle Project Binder is complete, the Scoutmaster will receive a call from the Council office that it is ready for pick up. The Scoutmaster will designate someone to go pick it up and return it to you.

Good Luck! The leaders and Scouts of Troop 188 are proud of YOU! We are here to support you on YOUR Journey to Eagle!