

LIFE TO EAGLE PROCESS FLOW

Scout: _____



Life to Eagle Coach _____ Technical Advisor _____ Eagle Coordinator _____

Eagle Project Idea

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- ☐ Meet with Scoutmaster to Discuss Project Ideas
- ☐ Scoutmaster Assigns Life to Eagle Coach
- ☐ Visit Site with SM, Technical Advisor, Beneficiary, Life to Eagle Coach (if avail)
- ☐ Approval of Eagle Project Idea by Scoutmaster
- ☐ Download & Print Eagle Project Workbook
- ☐ Organize Workbook in Binder

Eagle Project Proposal

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- ☐ Type up Proposal (include preliminary drawings, sketches & before photos) with assistance of Life to Eagle Coach and Technical Advisor
- ☐ Complete Fundraising Application
- ☐ **Review Proposal with Eagle Coordinator**
- ☐ Obtain Beneficiary's Signature
- ☐ Provide a copy of "Navigating the Eagle Scout Service Project" to your Beneficiary
- ☐ **Present Proposal to Committee**
- ☐ Obtain Committee Chair & Scoutmaster Approval/Signature
- ☐ Contact District Eagle Coordinator to Arrange Meeting for Proposal Review
- ☐ Obtain District Approval/Signature
- ☐ Select & Schedule Project Date
- ☐ Send Out Requests for Letters of Recommendation.

Eagle Project Plan

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- ☐ Create Sign-Up Sheets & Flyers
- ☐ Identify Project Phases including fundraising
- ☐ List Work Processes
- ☐ Finalize Drawings & Other Necessary Documentaion
- ☐ Acquire Permits & Permissions, if necessary
- ☐ Finalize List of Materials, Tools, Supplies & Other Needs
- ☐ Purchase Materials & Schedule Delivery
- ☐ Identify Job Lists
- ☐ IdentifyTeam Leaders
- ☐ Recruit Volunteers
- ☐ Complete Logistics & Safety Details
- ☐ Finish Project Plan & Review with Technical Advisor and Life to Eagle Coach
- ☐ Create Permission Slips
- ☐ Print Maps/Driving Directions
- ☐ Complete Plan for Lunch, Snacks, & Drinks
- ☐ Review Plan with Eagle Coordinator
- ☐ GO/NO GO approval by the Life to Eagle Coach

Eagle Project Report

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- ☐ Complete Project Report, including after Pictures
- ☐ Obtain Beneficiary's Signature
- ☐ Request Letter from Beneficiary
- ☐ Obtain Scoutmaster's Final Signature
- ☐ Complete all Eagle Required Merit Badges
- ☐ Request "Personal Profile" Copy from Scout office
- ☐ Complete Eagle Application
- ☐ Write Your Statement of Amibtions & Life Purposes
- ☐ Complete Your List of Leadership Positions include Honors & Awards
- ☐ Review Completed Eagle Binder with Eagle Coordinator
- ☐ Follow-Up on Letters of Recommendation

Eagle Board of Review

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- ☐ Complete "Brag Book"
- ☐ Contact Unit Adv. Chair to Schedule Scoutmaster Conference
- ☐ Verify Receipt of Letter from Beneficiary
- ☐ Participate in Scoutmaster Conference
- ☐ Deliver Original Eagle Packet to District
- ☐ Verify Receipt of Letters of Recommendation at Council Office
- ☐ Participate in Eagle BOR
- ☐ Notify Unit Adv. Chair upon Completion of Your Eagle Board of Review & Results

Definitions:

Life to Eagle Coach- assigned by the SM to coach the scout with planning and paperwork.

Technical Advisor- assigned by the SM to advise all on technical aspects of the Eagle project (does not do paperwork)

Eagle Coordinator- Troop leader that reviews all paperwork prior Committee approval.