

EAGLE SCOUT BOARDS OF REVIEW

Policy: In all incidences, Shawnee Trails Council District Representatives who have attended the Shawnee Trails Council Eagle Scout Board of Review training (and are, by virtue of position, members of the District Advancement committee) will approve all Eagle Scout leadership service project plans prior to such projects being begun and will serve as the District representatives chairing Eagle Scout Boards of Review. The purpose of this requirement is to assure consistency in following the official written policies of the Boy Scouts of America regarding the Eagle Scout Boards of Review. In all incidences, the official written policies of the Boy Scouts of America will be the final standard followed.

Background: Annually, numerous Life Scouts in the Council request final boards of review for the Eagle rank upon believing they have completed all requirements for the Eagle Scout rank. Historically, our council has seen a wide diversity of expectation and accomplishment in one key element of the Eagle Scout requirements, namely the Eagle Scout leadership service project.

Standard: The Eagle Scout Leadership Service Project Workbook (BSA Publication No. 18-927D) says:

Your Eagle Scout Leadership Service Project

The Requirement

As stated in *The Boy Scout Handbook*: While a Life Scout, plan, develop, and give leadership to others in a service project helpful to your religious institution, school or your community. (The project should benefit an organization other than the BSA.) **The project must be approved by the organization benefiting from the effort, your unit leader (Scoutmaster, Varsity Scout Coach, Venturing crew Advisor), unit committee, and by the council or district advancement committee before you start. You must use this Eagle Scout Leadership Service Project Workbook, No. 18-927D, in meeting this requirement.**

Project Approval: It is believed preferable, though not mandatory, for the District representative to meet personally with those who will compose the final board of review and with the Eagle Scout candidate, to review the project concept, responses to the questions regarding who will benefit from the project and the initial project approvals. Once the initial questions, *noted under Preliminary Documentation below*, are answered, the District representative is authorized to sign the project plan on page 9 of the **Eagle Scout Leadership Service Project Workbook, No. 18-927D.**

Preliminary Documentation: As expressly noted in the Eagle Scout Leadership Service Project Workbook, instructions to the Eagle Scout candidate include:

1. **You must use this Eagle Scout Leadership Service Project Workbook, No. 18-927D, in meeting this requirement.**
2. **Prior to the project beginning:**
 - a. **Plan the project**
 - i. Document in writing:
 1. Describe the project you plan to do. (Page 5)
 2. Who will benefit from the project? (Page 6)
 3. How will they benefit? (Page 6)
 4. What official from the group benefiting from the project will be contacted for guidance in planning the project? (Page 6)
 5. How many people will be recruited to help carry out the project? (Page 7)
 - ii. Obtain “BEFORE” photographs (Page 9)
 - b. **Obtain written approval (i.e., Signatures)** (Page 9)
 - i. _____ Religious institution, school, or community representative
 - ii. _____ Unit leader (Scoutmaster, Varsity Scout Coach, Venturing crew Advisor)
 - iii. _____ Unit committee member
 - iv. _____ Council or district advancement committee members

Preliminary Project Approval Considerations: As expressly noted in the Eagle Scout Leadership Service Project Workbook, instructions to the Eagle Scout candidate include:

1. How big a project is required? There are no specific requirements, as long as the project is helpful to a religious institution, school or community. The amount of time spent by you in planning your project and the actual working time spent in carrying out the project should be as much as is necessary for you to demonstrate your leadership of others. (Page 2)

While this definitely means a defined number of hours **is not** an expectation for the project, the project should only be approved to proceed to the execution phase if it:

- Requires a significant effort,
- Has a measurable goal and a defined objective,
- Requires thoughtful planning and development,
- Provides an Eagle candidate with an adequate opportunity to provide leadership to others, and is undertaken for a qualified beneficiary.

Limitations: Routine labor (a job or service normally rendered) should not be considered. Work involving council property or other BSA activity is not permitted. The project also may not be performed for a business or individual, be of a commercial nature, or be a fund-raiser. (*Fund-raising is permitted only for securing materials or supplies needed to carry out your project*). (Page 2)

In meeting with the candidate to review the project plan, significant items to consider are whether or not the Eagle candidate's plan:

- Identifies who will benefit
- Documents agreement by those benefiting
- Includes planning details
- Describes the present conditions
- Details the candidates plans, drawings, or designs
- Lists the materials, if any, required and sources
- Lists supplies, if any, needed and sources
- Lists the tools, if any, needed
- Includes a schedule for the project
- Includes a budget, if required
- Lists sources of help to use in carrying out the project
- Lists sources of adult supervision during the carrying out of the project

Final Project Approval Considerations: As expressly noted in the Eagle Scout Leadership Service Project Workbook, instructions to the Eagle Scout candidate include:

- Record the progress of your project. (Page 10)
- Keep a record of how much time was spent planning and carrying out the project (Page 10)
- If used, list the materials and supplies used. (Page 11)
- If the project plan changed, document the changes and why they occurred. (Page 12)
- "AFTER" photographs (Page 13)
- Signatures of (Page 13):
 - Applicant
 - Scoutmaster/Coach/Advisor
 - Representative of religious institution, school or community

In meeting with the candidate to review the completed project plan, does the Eagle Scout Leadership Service Project Workbook document the work required? Remember, the only standard the Eagle Scout candidate may be held to is that outlined in the Eagle Scout Leadership Service Project Workbook.

THE BOARD OF REVIEW



PROCESS CONSIDERATIONS: Prior to the Eagle Scout Board of Review, the Eagle candidate, unit leader and District Representative should each review their responsibilities:

1. Review “The 12 Steps from Life to Eagle” which establish and outline the process to be followed.
2. A completed Eagle Scout application is to be submitted to the Council service center for review.
3. Upon approval by the service center, a computerized version of the Eagle Scout application will be returned to the Scoutmaster for use by the Board chair at the Eagle Scout Board of Review.
4. The Eagle candidate should obtain a minimum of three letters of reference to be submitted unopened to the chair of the Eagle Scout Board of Review.
5. The Eagle candidate should submit a statement about himself.
6. At the time of the Eagle Board of Review, the Scoutmaster is to provide the chair of the Eagle Scout Board of Review the council approved Eagle Scout application, the letters of recommendation, council provided routing sheet and a blank advancement form.
7. If the candidate does not receive unanimous approval, the candidate is told the reasons for his failure to qualify and a discussion is held with him as to how he may meet the requirements. Further details are found under step 9 of “The 12 Steps from Life to Eagle” as outlined in the Eagle Scout Leadership Service Project Workbook
8. If the candidate is unanimously found to successfully meet the requirements for advancement to Eagle Scout rank, the Eagle Scout board of review:
 1. Should sign appropriately the official Eagle Scout application
 2. Should prepare and sign an advancement form. Note: Prepare a separate advancement form for each successful Eagle Scout candidate.
 3. Should complete the official council provided routing sheet.
 4. Should return the signed documentation to the council service center for processing.

Composition of Eagle Scout Board of Review: For the Shawnee Trails Council, a District Representative who has attended the Shawnee Trails Council Eagle Scout Board of Review training (and is, by virtue of position, a member of the District Advancement committee) will serve as the District representative and will chair the Eagle Scout Board of Review.

In compliance with The Eagle Scout Leadership Service Project Workbook (BSA Publication No. 18-927D) “The 12 Steps from Life to Eagle,” Items 8 and 9 govern the conduct of the Eagle Board of Review. For purposes of emphasis only:

- The Eagle Scout Board of Review will consist of at least three but not more than six members.

- Members of the board “must have an understanding of the importance of the Eagle board of review.”
- Unit leaders, assistant unit leaders, relatives, or guardians may not serve as members of a Scout’s board of review.
- In no case should a relative or guardian of the candidate attend the review.

Overview of Eagle Scout Board of Review: In compliance with The Eagle Scout Leadership Service Project Workbook (BSA Publication No. 18-927D) “The 12 Steps from Life to Eagle,” Items 8 and 9 govern the conduct of the Eagle Board of Review. For purposes of emphasis only:

- The board chair makes sure all members of the board have a common understanding of the process and standards to be followed
- The board will review the application, letters of reference and leadership service project report.
- There is no set of questions that an Eagle candidate should be asked.
- The board should be assured of the candidate’s participation in the program.

Conduct of Eagle Scout Board of Review: Points to keep in mind include:

1. The review is not an examination; the Board does not test the candidate. However, the Board should not be a "rubber stamp" approval process. Appearance of the candidate before the Eagle Board of Review does not mean automatic attainment of the Eagle Rank.
2. The Board should attempt to determine the Scout's attitude toward and acceptance of Scouting's ideals
3. The Board should make sure that good standards of performance have been met in all phases of his life.
4. A discussion of the Scout Oath and Scout Law is in keeping with the questioning.
5. Be sure the candidate recognizes and understands the value of Scouting in his home, unit, school and community.
6. The Scout should be encouraged to talk - don't ask questions answerable with a simple yes or no.

SAMPLE INTERVIEW ITEMS (List is not complete; merely a sample)

1. Ask questions about his understanding and adherence to the Scout Oath and Scout Law:
The Board should make sure good standards have been met in all phases of the Scout's life. A discussion of the Scout Oath and Scout Law is in keeping with the purpose of the review, to make sure that the candidate recognizes and understands the value of Scouting in his home, unit, school and community.
 - a. What is the hardest point of the Scout Law for him to live by - why?
 - b. What point of the Scout Law is the most important to him - why?
 - c. What does "Scouting Spirit" mean to him - why?
 - d. What do the various points of the Scout Law mean to him?

- e. What values has Scouting taught him that he thinks others see in him - at home, in his unit, at school and/or in the community?
 - f. How does he live by the Scout Law and Oath?
2. Ask him questions about his camping experiences:
- a. What was his most enjoyable experience in Scouting?
 - b. Conversely, what was his least enjoyable experience?
 - c. How many summer camps has he attended and where?
 - d. What did he enjoy most about his summer camp experiences?
 - e. Has he attended any High Adventure camps
3. Ask him questions related to his Scouting experience:
- a. What leadership positions has he held?
 - b. What were his responsibilities in each position?
 - c. What leadership position does he hold now?
 - d. Has he earned any merit badges that will help him in his choice of occupation?
 - e. What merit badge did he enjoy working on the most - why?
 - f. Conversely, which one did he enjoy working on the least - why?
4. Ask him pertinent questions about his project. The Board should make sure that a good standard of performance has been met.
- a. What group benefited from his project?
 - b. How did he find out about the need?
 - c. How did he get people to help with the project?
 - d. In what ways does he feel he demonstrated leadership in this project?
 - e. Every scouts feels his project was "special" - how is his project "special"?
 - f. Did the project plan change in any way? Was this good? Bad? Did the change improve the project?
5. Ask him about his plans for the future. The Board should attempt to determine the Scout's ideals and goals.
- a. Ask him about his plans for the future - college, Armed Forces, trade school,
 - b. How does he feel earning Eagle will help him in those plans?
 - c. What should an Eagle Scout be expected to do and what responsibilities does he think come with the rank?
 - d. What does he plan to do in scouting in the immediate and long range future?

NOTE: These are sample discussion items!

Timing of Eagle Scout Board of Review: Standards include:

All requirements and the unit leader's conference MUST be completed before the Eagle Scout candidate's 18th birthday. THIS IS THE EXPECTATION EXPRESSED ON THE ACTUAL EAGLE APPLICATION PREPARED BY NATIONAL. This is not a local interpretation. This is National policy. Primary references for the following comments are the actual Eagle Scout application and The Eagle Scout Leadership Service Project Workbook (BSA Publication No. 18-927D) "The 12 Steps from Life to Eagle."

1. If a Board of Review cannot be held before the Candidate's 18th birthday
An Eagle Board may be convened within 3 months following the 18th birthday
2. If a Board of Review cannot be held before the Candidate's 18th birthday plus 3 months, an Eagle Scout Board of Review may be convened after the Candidate's 18th birthday plus 3 months and before the Candidate's 18th birthday plus 6 months. To do so, a letter of explanation from the Eagle Scout Board of Review Chairperson must accompany the application to Council. This letter must explain the extenuating circumstances that caused the delay in holding the Eagle Board of Review. Approval is not guaranteed - approval is at the discretion of Council/National Advancement Committee.
3. If an Eagle Scout Board of Review cannot be held before the Candidate's 18th birthday plus 6 months, an Eagle Scout Board of Review may not be convened after the Candidate's 18th birthday plus 6 months without prior written approval from BSA National Advancement Committee. If this is a real concern, please provide an early warning to the Council and District Advancement Committees.