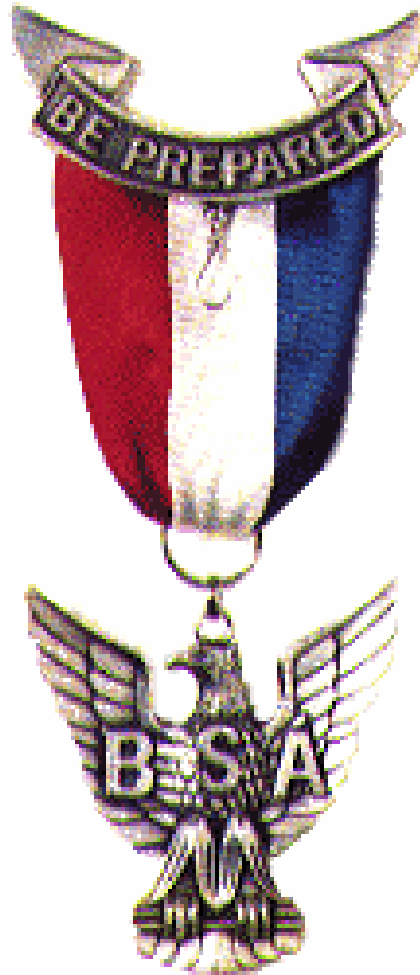


INFORMATION FOR
LIFE SCOUTS ON THE TRAIL TO EAGLE



**SOUTHWEST MICHIGAN COUNCIL
BOY SCOUTS OF AMERICA**

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GUIDE FOR LIFE SCOUTS TO FOLLOW ON THE TRAIL TO EAGLE

Congratulations on becoming a Life Scout! The Southwest Michigan Council's Advancement Committee has prepared this booklet to assist and guide you in your preparation to become an Eagle Scout.

This booklet of information and forms is designed to follow the advancement requirements in the same order as they are listed on the official *Eagle Scout Award Application* (#58 728) and the "Life to Eagle" packet.

PART 1

Requires your name, address, unit affiliation and advancement dates.

- A. All information is to be typed or clearly printed!!!
- B. Make certain the dates you list meet the months of service required for each rank.
- C. Age: Please note that ALL of your Eagle requirements must be completed BEFORE you reach your 18th birthday.

REQUIREMENT 1:

Being "active" in your unit means more than just being a member!! You are expected to be regular in your attendance at meetings, projects and other activities of your unit. You may have completed all of the Merit Badges and other work, but your failure to be a real, positive and contributing member of your unit is just cause to deny you the Eagle Rank.

REQUIREMENT 2:

This requirement is designed to picture your ability to live the Scout Oath and Law as others see you in your daily life. To fulfill this requirement, you must do the following:

- A. Obtain five (5) written references from the following adults:
 - 1. Your parent or guardian
 - 2. A religious leader
 - 3. A teacher or educator
 - 4. Your employer (only if you have a job)
 - 5. At least 2 other adults that are not related to you
- B. How to get these references:
 - 1. The proper blank forms are provided in the "Life to Eagle" packet.
 - 2. You may deliver these forms in person or mail them to the people you are asking to give you a reference.
 - 3. You must provide each of these people with a stamped, return envelope that is addressed to your unit leader or unit advancement chairman. THESE FORMS ARE NOT TO BE RETURNED TO YOU.
 - 4. You must have ALL FIVE (5) of these forms completed and attached to your Eagle Application form BEFORE you can appear for an Eagle Board of Review.

REQUIREMENT 3: Earn a total of 21 Merit Badges

It is required that you list the 21 Merit Badges that you have earned, along with the date that you earned them and the troop that you were a member of at the time you completed the requirement.

PLEASE NOTE: The dates you list for earning certain Merit Badges must match up with the Merit Badge requirements for *Star* and *Life*. It is also important that the dates listed for the "optional" Merit Badges fit into the proper order.

A. If you do not have advancement cards for the various ranks or Merit Badges earned, you may be able to get the proper dates from your troop's records. It is necessary that you have proof of every rank advancement and Merit Badge earned before your Eagle Application can be approved.

If you cannot get the proper information from your own record or the troop's record, you can check your troop's advancement file in our council office. However, there are many instances in which a troop has failed to file advancement reports with our office and no record can be found to prove that you completed a rank or a Merit Badge. In cases such as this, please contact your District Advancement Chairman to get approval of your using other sources of proof regarding your completion of any requirement.

B. If you have a permanent physical or mental disability, you may become an Eagle Scout by qualifying for as many required Merit Badges as you can and qualifying for "alternates" for the rest of the badges needed. If earning an alternate Merit Badge, you must submit a special application to the Council Advancement Committee for approval **BEFORE** you can work on any "alternate" Merit Badges. The proper application form for this purpose can be obtained by contacting your District Advancement Chairman.

REQUIREMENT 4:

This requirement states that you must have actively served in a recognized leadership position in your unit for at least six (6) months after you became a Life Scout. (These positions are listed on the Eagle Scout Award Application.)

A. Make certain that your positions of leadership are listed on the application, along with the proper dates to show the required length of service.

REQUIREMENT 5: "Your Eagle Service Project"

In many ways this is the most difficult requirement to complete on your "Trail to Eagle". It requires more planning, time and work than any Merit Badge. You may begin work on this project at any time after you become a Life Scout. Don't wait until you have completed all of the other requirements to get going on your Eagle Service Project!!! (Plan forms are included in the "Life to Eagle" packet). ***You must use the Eagle Scout Leadership Service Project Workbook, No. 19-927 in meeting this requirement.***

HERE ARE THE MAJOR ITEMS OF CONCERN IN COMPLETING THIS REQUIREMENT (#5):

1. Do NOT start working on this project until you have had all parts of your project plan approved by:
 - a. Your own unit's leader and the Unit Committee.
 - b. Your District Advancement Committee (the name, address and phone number of your District Advancement Chairman is listed at the back of this packet.
 - c. Institution or organization that will benefit from the project.
2. The Eagle service project requires that YOU must plan, develop and lead the project from start to finish. Being a part of a "project" planned and developed by others does NOT fulfill the requirements!!
3. Credit for an Eagle service project cannot be shared. Each Eagle candidate must plan, develop and lead his own project!!
4. Eagle service projects must be helpful to a religious institution, a school or your community as a whole. Projects that benefit commercial ventures will not fulfill the requirements!
5. An Eagle project cannot be done for Scouting!
6. Your project MUST prove that you have shown your ability to recruit and lead others.
7. Every Eagle service project must meet a genuine need in your community and be of real value when it has been completed.
8. Your project does not have to be "original"!! Ideas for successful projects completed by other scouts are listed in Appendix I.
9. How much time is required? There is no stated minimum number of hours needed to qualify your project. However, this is an Eagle Scout project and MUST require a significant amount of time and effort in planning and carrying out the work. (Be sure to keep a record of the time you and each of your helpers spent on this project. You should be careful to separate your time, and the time spent by your helpers in your time log. Bring this record to your Board of Review and complete the section in the "Life to Eagle" packet.
10. After you have selected an idea for your Eagle service project, you must prepare a complete outline of the project and have it approved**. The plan sheet provided in the "Life to Eagle" packet lists the approval signatures required and the order in which they must be obtained. They are as follows:
 - a. Your Scoutmaster
 - b. Your Unit Committee
 - c. The recipient of the project
 - d. Your District Advancement Committee

**DO NOT begin work on your project until your written "Proposed Eagle Scout Service Project Plan Sheet" has been approved by all of the above-listed people. (Remember that your written

work will make a much better impression if it is neatly typed and easy to read. If you need more space than the form provides, just attach an extra sheet to the form.)

11. Service Project Completion Information. After your project has been completed, it will be necessary for you to prepare and present a complete written report to your Scoutmaster, Unit Committee and the Council/District Board of Review. This report must represent your best work and demonstrate how you showed leadership in carrying out your project. It makes an excellent impression if you can include pictures, newspaper clippings or other material with your written description of the project.
12. Project Title Name and Grand Total of hours. A new requirement on the Eagle application is a title for the project and the recording of the grand total of hours. The number of hours are taken from what is recorded on page 10 of the *Eagle Scout Leadership workbook*.

REQUIREMENT 6:

This portion of the application requires that you prepare a written statement regarding your ambitions and goals in life. It also requires that you outline the various positions of leadership you have held. You will also want to include a few words concerning any honors or awards that you have received because of your work in church, school, Scouting and community affairs.

Unit Leader Conference: After you have completed all of the other requirements for Eagle Scout, you are to schedule a "Scoutmaster Conference" with your unit leader. Your unit committee chairman should also participate. The purpose of this conference is to review your growth in Scouting's values. At the close of this conference, your Eagle Application is to be signed by a) yourself; b) your unit leader; and c) your unit committee chairman.

This would also be a good time to go over all of your completed work and prepare for your Council/District Eagle Board of Review, which will be the last step in completing your Eagle.

NOTE: The last section of the official Eagle Award Application is titled "Local BSA Council Certification and Actions by Eagle Scout Board of Review." You are NOT to fill out anything in this area or below. These signatures must come from the council office and the Board of Review.

YOUR FINAL STEP: ARRANGE FOR A DISTRICT/COUNCIL EAGLE BOARD OF REVIEW

After all of the previously discussed requirements have been completed, you are to **contact your District Advancement Chairman to arrange for your Eagle Board of Review** (see listing attached).

One of the most difficult problems encountered by the prospective Eagle Scout is the selection of a suitable Eagle service project. The purpose of the following list of service projects is to give you an idea of the wide variety of things that could be done to qualify for this requirement. Look the list over and then go to work developing your own project that would be worthy of a true Eagle Scout.

1. Scout initiated and completed a two-mile nature trail, exhibiting over 75 different types of trees, plants, and some wildlife. In addition, a dozen birdhouses were constructed to use as a sanctuary for some birds over the winter and nesting seasons.
 2. Scout ran a program to completely restore a demolished gristmill built in 1745.
 3. Scout organized the operation of collecting and delivering 6,000 books to a hospital. Extensive advertising methods were used to promote the collection.
 4. Scout conducted a door-to-door campaign to stop encephalitis by preventing mosquito-breeding places in his town. Leaflets were passed out to all houses and inspections of possible breeding places were given.
 5. Scout organized a group of Scouts to perform the task of keeping snow and ice off and away from fire hydrants during the winter months.
 6. Scout recorded Sunday morning services and had the tapes ready to carry around to the shut-ins in the church's membership. The tapes were catalogued and could be used over again.
 7. Scout constructed and distributed a booklet on the care and laws involving small animals. These booklets were distributed throughout his community.
 8. Scout organized a campaign, which identified invalids and elderly people for firemen in his community. Identification stickers were placed on their windows, so they would have a better chance of being saved in a fire.
 9. Scout cleaned up and mapped a part of a river for the benefit of canoers and campers that would frequent the area.
 10. Scout, working with the Red Cross, started a blood bank program in his community. He recruited, guided and directed other volunteers to achieve the goal set by the Red Cross.
 11. Scout cataloged all the books belonging to a church and set up a library system.
 12. Scout designed and built an outdoor chapel for his church.
- 5-
13. Scout planned, organized and directed work of 18 people in providing a rest stop, with coffee and cold drinks, for the traffic on Memorial Day.

14. Scout rejuvenated a cemetery. This involved cleaning the grounds, refurbishing headstones and locating the graves. The cemetery consisted of almost 300 graves. Following the cleanup, he documented those buried there and secured the cemetery's inclusion in a state historical directory.
15. Scout made Braille games for blind school students. This included handmade game boards, playing pieces, etc that could be identified by touch.
16. Scout recorded (including purchases of blank tapes) several "talking books" for blind youngsters. These were presented to a local library.
17. Scout cleaned and restored an area of approximately three acres where 2,500 trees had been planted several years earlier. The trees had been neglected and many had died. 1,000 additional trees were planted.
18. Scout set up a relief clothing drive. He made signs and distributed boxes. When full, these boxes were delivered to needy people.
19. Scout collected tools and seeds for needy Indians. Upon finding out that non-Indians were unwelcome on the reservation, the tools and seeds were distributed through another organization. Four truckloads were delivered.
20. Scout taped remembrances of early citizens of a community that had no written history of the town. Senior citizens were interviewed about their early family life and experiences. The tapes were donated to the city library for future use in compiling city history.
21. Scout renovated a cobblestone street in a historical ghost town. 45,000 bricks were used. The road was leveled before being covered.
22. Scout organized a pollution-awareness drive in local schools. Included in this project were questionnaires, lectures, and films, as well as having guest speakers appear.
23. Scout cleared and widened a fire road in a nearby forest to make it passable. In addition, a flood control plan was instituted, which included cementing rocks to redirect water and the installation of new control pipes.
24. Scout wrote children's newspaper for children's ward in a nearby hospital. Included in the paper were puzzles, jokes, stories, and articles.
25. Scout organized a program to teach children, aged 10-11 years, emergency first aid, primarily the "hurry" cases. Lectures, demonstrations, participation, slides and literature were used as methods of teaching.

ADVANCEMENT CHAIRMEN

Council Advancement Chairman

Rob Beam H: (269) 969-2421
11097 Verona Rd.
Battle Creek, MI 49014

Pathfinder District

Jerry DundonH: (269) 657-4953
35260 Riverview Drive
Paw Paw, MI 49079

Nottawa Trails District

Dolores TroskeyH: (269) 963-9765
206 Post Ave.
Battle Creek, MI 49014

Newo District

Larry ParshallH: (517) 278-4974
94 Taylor
Coldwater, MI 49036

Wabano District

Bill Pschigoda.....H: (269) 471-1936
8965 Huckleberry Road
Berrien Center, MI 49102

INSTRUCTIONS AND INFORMATION REGARDING THE USE OF THIS FORM

1. Every Eagle candidate must have evaluation forms completed by five different adults as listed below:
 - a. Parent/Guardian
 - b. Educator
 - c. Religious Leader
 - d. Employer, if you have one
 - e. Other adults that are not related to the candidate.

2. These forms are to be distributed to the persons listed above by mail or by hand delivery.

3. A stamped, return envelope that is addressed must accompany each form to the Scoutmaster or Advancement Chairman of the Scout's troop.

4. These evaluation forms are confidential and will not be seen by the Eagle Candidate!! They are for the use of the Eagle Board of Review only!!

5. The completed evaluation forms are to be submitted to the Eagle Board of Review, along with the completed Eagle application and other required material.

6. Evaluator: Please complete the following information, in case there is a need to contact you.

Name _____

Address _____

City _____ Zip _____

Phone _____

CONFIDENTIAL EVALUATION FOR THE EAGLE SCOUT CANDIDATE

Scout _____ of Troop # _____ is now preparing to make application for the rank of Eagle Scout. The above-named Scout has requested that you serve as a reference for him as he approaches a final progress review of his Scouting accomplishments. Two of the most important factors of this review are his growth in character and citizenship.

The purpose of this form is to assist our Eagle Scout Board of Review in working with this Scout. Your evaluation is confidential and will be seen only by members of this reviewing board. Please complete and return this form in the enclosed stamped envelope.

Thank you for your assistance,

Scoutmaster

Troop #

	<i>OUTSTANDING</i>	<i>ABOVE AVERAGE</i>	<i>AVERAGE</i>	<i>BELOW AVERAGE</i>	<i>NO KNOWLEDGE</i>
12. APPEARANCE (appropriate dress, neat, clean) _____					
13. ATTITUDE TOWARD OTHERS (friendly, courteous, cooperative) _____					
14. INITIATIVE (resourceful, self-starter) _____					
15. RESPONSIBILITY (acts rationally, assumes/carries out obligations) _____					
16. LEADERSHIP (ability to guide and direct others) _____					
17. WORK HABITS (diligent, does his best) _____					
18. MENTALLY AWAKE (alert, observant) _____					
19. ORAL CONDUCT (honest, sincere, clean in thought and action) _____					
20. THRIFTY (ability to manage money and resources) _____					
21. RELIGIOUS (fulfills religious obligations) _____					

22. COMMENTS that you would like to make regarding this Eagle candidate (additional comments may be listed on reverse side of this form):

I have known this Scout for a period of _____ years. My relationship has been that of:

- a. Parent/Guardian _____
- b. Educator _____
- c. Religious leader _____
- d. Employer _____
- e. Other: _____

Signature _____ Date _____

(OVER)

INSTRUCTIONS AND INFORMATION REGARDING THE USE OF THIS FORM

7. Every Eagle candidate must have evaluation forms completed by five different adults as listed below:
 - f. Parent/Guardian
 - g. Educator
 - h. Religious Leader
 - i. Employer, if you have one
 - j. Other adults that are not related to the candidate.

8. These forms are to be distributed to the persons listed above by mail or by hand delivery.

9. A stamped, return envelope that is addressed must accompany each form to the Scoutmaster or Advancement Chairman of the Scout's troop.

10. These evaluation forms are confidential and will not be seen by the Eagle Candidate!! They are for the use of the Eagle Board of Review only!!

11. The completed evaluation forms are to be submitted to the Eagle Board of Review, along with the completed Eagle application and other required material.

12. Evaluator: Please complete the following information, in case there is a need to contact you.

Name _____

Address _____

City _____ Zip _____

Phone _____

CONFIDENTIAL EVALUATION FOR THE EAGLE SCOUT CANDIDATE

Scout _____ of Troop # _____ is now preparing to make application for the rank of Eagle Scout. The above-named Scout has requested that you serve as a reference for him as he approaches a final progress review of his Scouting accomplishments. Two of the most important factors of this review are his growth in character and citizenship.

The purpose of this form is to assist our Eagle Scout Board of Review in working with this Scout. Your evaluation is confidential and will be seen only by members of this reviewing board. Please complete and return this form in the enclosed stamped envelope.

Thank you for your assistance,

Scoutmaster

Troop #

	<i>OUTSTANDING</i>	<i>ABOVE AVERAGE</i>	<i>AVERAGE</i>	<i>BELOW AVERAGE</i>	<i>NO KNOWLEDGE</i>
23. APPEARANCE (appropriate dress, neat, clean) _____					
24. ATTITUDE TOWARD OTHERS (friendly, courteous, cooperative) _____					
25. INITIATIVE (resourceful, self-starter) _____					
26. RESPONSIBILITY (acts rationally, assumes/carries out obligations) _____					
27. LEADERSHIP (ability to guide and direct others) _____					
28. WORK HABITS (diligent, does his best) _____					
29. MENTALLY AWAKE (alert, observant) _____					
30. ORAL CONDUCT (honest, sincere, clean in thought and action) _____					
31. THRIFTY (ability to manage money and resources) _____					
32. RELIGIOUS (fulfills religious obligations) _____					

33. COMMENTS that you would like to make regarding this Eagle candidate (additional comments may be listed on reverse side of this form):

I have known this Scout for a period of _____ years. My relationship has been that of:

- a. Parent/Guardian _____
- b. Educator _____
- c. Religious leader _____
- d. Employer _____
- e. Other: _____

Signature _____ Date _____

(OVER)

INSTRUCTIONS AND INFORMATION REGARDING THE USE OF THIS FORM

13. Every Eagle candidate must have evaluation forms completed by five different adults as listed below:
- k. Parent/Guardian
 - l. Educator
 - m. Religious Leader
 - n. Employer, if you have one
 - o. Other adults that are not related to the candidate.
14. These forms are to be distributed to the persons listed above by mail or by hand delivery.
15. A stamped, return envelope that is addressed must accompany each form to the Scoutmaster or Advancement Chairman of the Scout's troop.
16. These evaluation forms are confidential and will not be seen by the Eagle Candidate!! They are for the use of the Eagle Board of Review only!!
17. The completed evaluation forms are to be submitted to the Eagle Board of Review, along with the completed Eagle application and other required material.
18. Evaluator: Please complete the following information, in case there is a need to contact you.

Name _____

Address _____

City _____ Zip _____

Phone _____

CONFIDENTIAL EVALUATION FOR THE EAGLE SCOUT CANDIDATE

Scout _____ of Troop # _____ is now preparing to make application for the rank of Eagle Scout. The above-named Scout has requested that you serve as a reference for him as he approaches a final progress review of his Scouting accomplishments. Two of the most important factors of this review are his growth in character and citizenship.

The purpose of this form is to assist our Eagle Scout Board of Review in working with this Scout. Your evaluation is confidential and will be seen only by members of this reviewing board. Please complete and return this form in the enclosed stamped envelope.

Thank you for your assistance,

Scoutmaster

Troop #

	<i>OUTSTANDING</i>	<i>ABOVE AVERAGE</i>	<i>AVERAGE</i>	<i>BELOW AVERAGE</i>	<i>NO KNOWLEDGE</i>
34. APPEARANCE (appropriate dress, neat, clean) _____					
35. ATTITUDE TOWARD OTHERS (friendly, courteous, cooperative) _____					
36. INITIATIVE (resourceful, self-starter) _____					
37. RESPONSIBILITY (acts rationally, assumes/carries out obligations) _____					
38. LEADERSHIP (ability to guide and direct others) _____					
39. WORK HABITS (diligent, does his best) _____					
40. MENTALLY AWAKE (alert, observant) _____					
41. ORAL CONDUCT (honest, sincere, clean in thought and action) _____					
42. THRIFTY (ability to manage money and resources) _____					
43. RELIGIOUS (fulfills religious obligations) _____					

44. COMMENTS that you would like to make regarding this Eagle candidate (additional comments may be listed on reverse side of this form):

I have known this Scout for a period of _____ years. My relationship has been that of:

- a. Parent/Guardian _____
- b. Educator _____
- c. Religious leader _____
- d. Employer _____
- e. Other: _____

Signature _____ Date _____

(OVER)

INSTRUCTIONS AND INFORMATION REGARDING THE USE OF THIS FORM

19. Every Eagle candidate must have evaluation forms completed by five different adults as listed below:
- p. Parent/Guardian
 - q. Educator
 - r. Religious Leader
 - s. Employer, if you have one
 - t. Other adults that are not related to the candidate.
20. These forms are to be distributed to the persons listed above by mail or by hand delivery.
21. A stamped, return envelope that is addressed must accompany each form to the Scoutmaster or Advancement Chairman of the Scout's troop.
22. These evaluation forms are confidential and will not be seen by the Eagle Candidate!! They are for the use of the Eagle Board of Review only!!
23. The completed evaluation forms are to be submitted to the Eagle Board of Review, along with the completed Eagle application and other required material.
24. Evaluator: Please complete the following information, in case there is a need to contact you.

Name _____

Address _____

City _____ Zip _____

Phone _____

CONFIDENTIAL EVALUATION FOR THE EAGLE SCOUT CANDIDATE

Scout _____ of Troop # _____ is now preparing to make application for the rank of Eagle Scout. The above-named Scout has requested that you serve as a reference for him as he approaches a final progress review of his Scouting accomplishments. Two of the most important factors of this review are his growth in character and citizenship.

The purpose of this form is to assist our Eagle Scout Board of Review in working with this Scout. Your evaluation is confidential and will be seen only by members of this reviewing board. Please complete and return this form in the enclosed stamped envelope.

Thank you for your assistance,

Scoutmaster

Troop #

	<i>OUTSTANDING</i>	<i>ABOVE AVERAGE</i>	<i>AVERAGE</i>	<i>BELOW AVERAGE</i>	<i>NO KNOWLEDGE</i>
45. APPEARANCE (appropriate dress, neat, clean) _____					
46. ATTITUDE TOWARD OTHERS (friendly, courteous, cooperative) _____					
47. INITIATIVE (resourceful, self-starter) _____					
48. RESPONSIBILITY (acts rationally, assumes/carries out obligations) _____					
49. LEADERSHIP (ability to guide and direct others) _____					
50. WORK HABITS (diligent, does his best) _____					
51. MENTALLY AWAKE (alert, observant) _____					
52. ORAL CONDUCT (honest, sincere, clean in thought and action) _____					
53. THRIFTY (ability to manage money and resources) _____					
54. RELIGIOUS (fulfills religious obligations) _____					

55. COMMENTS that you would like to make regarding this Eagle candidate (additional comments may be listed on reverse side of this form):

I have known this Scout for a period of _____ years. My relationship has been that of:

- a. Parent/Guardian _____
- b. Educator _____
- c. Religious leader _____
- d. Employer _____
- e. Other: _____

Signature _____ Date _____

(OVER)

INSTRUCTIONS AND INFORMATION REGARDING THE USE OF THIS FORM

25. Every Eagle candidate must have evaluation forms completed by five different adults as listed below:
- u. Parent/Guardian
 - v. Educator
 - w. Religious Leader
 - x. Employer, if you have one
 - y. Other adults that are not related to the candidate.
26. These forms are to be distributed to the persons listed above by mail or by hand delivery.
27. A stamped, return envelope that is addressed must accompany each form to the Scoutmaster or Advancement Chairman of the Scout's troop.
28. These evaluation forms are confidential and will not be seen by the Eagle Candidate!! They are for the use of the Eagle Board of Review only!!
29. The completed evaluation forms are to be submitted to the Eagle Board of Review, along with the completed Eagle application and other required material.
30. Evaluator: Please complete the following information, in case there is a need to contact you.

Name _____

Address _____

City _____ Zip _____

Phone _____

STANDARDS FOR EAGLE PROJECTS

1. Projects must be substantial enough to allow the candidate ample opportunity to demonstrate his leadership. There is no set minimum number of people-hours required.
2. In order to demonstrate leadership, you must have helpers to lead. A minimum of 3 other people (Scouts or others, plus adults) must be involved in the project.
3. The project must have real benefit to the community. Projects with no lasting value, or those that benefit few people, are not appropriate.
4. You must plan, develop and lead the project. Projects, which are pre-planned, or those that require little planning, are not appropriate.
5. The project may not be performed for Scouting. This includes projects done on property rented or controlled by Scouting.
6. The final step in the completion of the Eagle Service Project is the preparation of the written narrative. The narrative should describe how the project was accomplished, not just tell what was done. In the narrative, you should describe any changes that were made and the reasons for the changes (changes will serve to further demonstrate your leadership). Likewise, problems such as behavior of the helpers and how they were dealt with are also appropriate to include in the report.

The narrative, as with all other parts of the application, should be representative of your best work. The use of the first person, "I", is appropriate when describing planning and development. Naturally, the description of carrying out the project must use "we". The report should be carefully proofread for spelling and grammatical accuracy and typewritten, if possible. If a word processor is used, duplicate the form in the "Life to Eagle Packet" as closely as possible.

7. The most appropriate time to discourage weak or inadequate projects is at the unit level. When in doubt, ask your unit leader to call the District Advancement Chairman.