

Eagle Project Guidelines- Revised May, 2003

The Eagle project has some very special issues and guidelines that go with it. They will be listed below. After review by the Scoutmaster and Troop Eagle Chairman the project write up must be submitted to the District Representative for his approval. Please remember this, as a complete stranger must be able to read and completely understand what you want to do.

The project is to be for some agency/authority and is supposed to be something you have recognized as a need. It can be a school, church, park, non-profit agency, etc. An example of something which will NOT work is a Habitat for Humanity project. These are typically not allowed by the District Representative because they have their own ideas/projects/agenda and are merely looking for someone else to supply the labor. The project must be your idea.

The write up/description can be almost as important as the project. The guidelines below are minimum requirements. All of these should be worked into your initial write up.

Several points which have come from the District Representative in Spring 2003 are as follows:

- A. Describe the Project with emphasis on Management and Organization. Too many projects are written with all "I's", I will do this, I will do that, that you have to wonder how much Leadership is involved versus how much the Scout and immediate family are just going to do the project.
- B. Financing for the project, past minimal nails, nuts and bolts, etc should come from sources other than the Scout's Family. Money can be earned, donated, etc., but the idea is that if it is significant (your definition of this is ok) that the too easy way is just to have Mom and Dad ante up to get the project accomplished.
- C. Maintenance-Any landscape project or reclamation project needs a follow up plan to keep the project maintained. Obviously this cannot be a lifetime commitment but there is no use in a project which goes uncared for as soon as you leave the site. Most of this can be taken care of by the Organization the project was done for (restain the bridge , care for the shrubs, maintain the trail, etc.). This issue should also be covered in the write up.

The important points to cover in the write up are as follows:

1. Who is the project for and a brief description of them and their group.
2. Where the project is. Include anything unusual about the site.
3. When will you do the project? Dates, times of day, rain date, etc. How many days?
4. Why the projects needs to be done and the benefit to the group.

Eagle Project Guidelines

Page 2

5. What you as planner will do:
 - A. Material list and cost. Every project must leave something permanent behind.
 - B. Types of tools. Who will bring them. Any safety issues.
 - C. How will you secure labor? Advertise on internet, pass out flyers at troop meeting, call (personally) each member of your patrol.
 - D. Will you supply lunch, snacks, water, etc?
 - E. How will you track all time related to the project and turn in your credit to the Troop Advancement Chairman? Be sure to include planning time. Provide a best guess estimate in initial write up and an actual count at final write up of project.
 - F. Describe project in detail. How big is it? How long is it? Draw a plan of the site. Draw a plan of the project if it is buildable. This exercise is to show your planning ability to provide front end work and follow through. Take before and after pictures.
 - G. Describe your coordination with the agency the project is for. Describe how you will plan access to the site, coordinate times, etc.
6. Provide any other issues, especially ones which are unique, for the how and what for the project.
7. Provide any other pertinent information. Remember more is better.
8. Some reasons projects get kicked back are as follows:
 - A. Poor write up with little detail.
 - B. Project is actually somebody else' idea and all you are doing is supplying labor.
 - C. Project leaves nothing permanent.
 - D. The project is too small or potentially amount of time is too little. The idea is you have to organize and plan something that takes longer than your dad and little brother one Saturday afternoon.
 - E. All guidelines on project are not followed through.

Eagle Project Guidelines
Page 3

F. See Spring 2003 items A,B,C, preceding this list

If you will follow the above the entire process will go smoother and much quicker.

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