

**STEPS AND GUIDELINES FOR EAGLE PROJECT: TROOP 196**  
**PLEASE CHECK OFF EACH ITEM AS YOU COMPLETE YOUR EAGLE PROGRESS PROJECT**

*July 5, 2020*

In order to advance to the rank of Eagle, a candidate must complete all requirements of tenure; Scouting spirit; merit badges; positions of responsibility; while a Life Scout, plan, develop, and provide leadership to others in a service project; and the Scoutmaster conference. It is imperative that all requirements for the Eagle Rank be completed PRIOR TO THE CANDIDATES 18TH BIRTHDAY.

1. Begin by speaking with Mr. John Smith, Eagle Coach, after becoming a Life Scout. Mr. Smith will be helping you throughout your Eagle process.
2. Discuss your preliminary idea for an Eagle Project with Mr. Matt Messinger, Mr. Mike Wagner, and/or Mr. Mike Shank. They will provide initial suggestions to our preliminary ideas as you begin planning for your Eagle Project.

The Eagle Service Project should be of significant magnitude to be special. Total amount of time involved must be considerable and leadership skills of the candidate must be clearly demonstrated. The proposed project must be done outside the sphere of Scouting and must not be a fundraiser, performed for a business or be of commercial nature. The project should be helpful to your community, school government, or religious institution. Work must be done before the 18<sup>th</sup> Birthday unless a time extension was allowed. Discuss with appropriate officials of your community, school government, or religious institution to get revisions and acceptance of your Eagle Project idea. BEFORE YOU BEGIN YOUR PROJECT, it must be in agreement with the institution involved.

3. Discuss with Mr. John Smith an update of your Project. He will be able to assist you in any additional assistance you may need.
  4. Obtain the Eagle Service Project Workbook, No 512-927, which can be downloaded from <https://www.scouting.org/programs/boy-scouts/advancement-and-awards/resources/>. Read the complete Workbook so that you will know what will be required and will meet stated standards before your Eagle Project is started.
  5. At this stage, you will write-up an initial Project plan in your Workbook. The workbook should be completed and saved electronically. The goal is to present the plan to Mr. Matt Messinger, Mr. Dave Messinger, and/or Mr. Shank and then the Troop 196 Committee for consideration, revisions, and acceptance.
- The initial written plan will include the following:
    - Describe the Project you plan to do.
    - List the beneficiary, phone, address, city, state, & zip. Explain how your project will be of benefit.
    - Discuss the project concept with unit leader (scout master) and representative of group. Note name, title, dates and phone.

- In Project Details, plan your work, as best you can at this stage, by describing the following:
    - Present condition
    - Method
    - Materials to be used
    - Project Helpers
    - Time Schedule
    - Safety Hazards
    - How safety will be ensured
    - If appropriate, include “Before” Photographs
6. Print a copy for your Eagle Proposal and discuss with Mr. Matt Messinger, Mr. Mike Wagner, and/or Mr. Mike Shank your proposal. Make any changes that are recommended by any of this group
  7. Once the initial written plan is completed and has been reviewed/approved by Mr. Matt Messinger, Mr. Mike Wagner, and/or Mr. Mike Shank and all recommended changes made, contact the Committee Chair, Dr. Thomas Armstrong, or Vice-Chair, Mrs. Amy Collins to arrange for a date to present in front of the Troop 196 Committee. The Committee will give you valuable feedback to help you accomplish your Eagle Project.
  8. If the committee request that additional changes be made to your proposal, revise the written plan based on the feedback and suggestions and have. Mr. Matt Messinger, Mr. Mike Wagner and/or Mr. Mike Shank review with the project.
  9. If you need to review or make changes to you your project, the Troop Committee will request that you bring it back to the Committee for approval (contact Dr. Thomas Armstrong, or Mrs. Amy Collins to arrange for a date to present) or approval is just needed from Mr. Matt Messinger.
  10. Your signature needs to be the first on the project proposal and have the oldest date prior to requesting the rest of the signatures.
  11. Verify that all three signatures, Scoutmaster (Mr. Shank or Mr. Wagner), Committee Chair (Dr. Armstrong) and the benefactor are present on your proposal; if they are not, gather this before the next stage.
  12. At this stage, you will need to contact the New Birth of Freedom Council’s Eagle Advancement Chair, Kyle Mundis, to set up a meeting so as to get his input for your Eagle Project. Mr. Matt Messinger can provide his contact information.
  13. Incorporate suggestions into the written plan.

14. Contact Mrs. Valerie Kelley to include on the Troop 196 schedule your dates and times for “working” on your Project. Discuss with Mr. John Smith too. Contact Ms. Maura Caddell/ Mrs. Valeria Kelley to place together a sign-up sheet. Announce at the Troop meeting about your Eagle Project and ask for assistance from the scouts on the dates and times for “working” on your Project.
15. When working on the Project, have pictures taken at the various stages from beginning to completion. The pictures will be included in your Project detailed report.
16. Upon completion of the Project, a detailed report must be submitted with the Eagle application. Both the Scoutmaster and someone from the Troop Committee Chair must sign the back of the project worksheet, signifying that they feel the project was successfully completed. Scout signs the completed project and then needs signatures from Scoutmaster, and Benefactor.
17. Contact the Troop 196 Advance Chair, Mr. Chris Lilienthal, that you have completed your Eagle Project.
18. Congratulations you have completed your Eagle Project. You are ready to begin completing your Eagle Application once you have completed all the required merit badges. Do not forget that the Eagle candidate, Scoutmaster, and Unit Committee Chair all need to sign the second side of the Eagle Application.
19. Obtain the Eagle Scout Rank Application – No.512-728. It can be obtained from <https://www.scouting.org/programs/boy-scouts/advancement-and-awards/resources/>