

## Eagle Scout Project & Application Checklist

As you prepare for the final part of your journey to Eagle Scout, please use the following checklist as a guide. You will also find resources at <https://mvcscouting.org/resources>. Please note that all requirements must be completed prior to your 18<sup>th</sup> birthday with the exception of the Board of Review.

- \_\_\_ Download the Eagle Scout Service Project Workbook from <https://mvcscouting.org/resources>. This workbook will contain the following documents:
  - Eagle Scout Service Project Proposal
  - Eagle Scout Service Project Plan
  - Eagle Scout Service Project Report
  
- \_\_\_ Develop a plan for your Eagle Scout Service Project. Resources are available on the website to help you. Remember that you must receive the following approvals **prior** to the start of your project:
  - Unit Leader
  - Unit Committee
  - Project Benefactor
  - District Advancement Committee (see next step)
  
- \_\_\_ Submit your Project Proposal to either Scout Service Center. It is encouraged to include a couple of pictures or a sketch of your proposed project. Your proposal will be reviewed by the District Advancement Committee, and you will be informed on their decision. They will either approve the project or provide feedback on changes that need to be made. The committee will inform you of steps to take moving forward to get the project approved.
  
- \_\_\_ Fill out the Eagle Scout Service Project Plan. Visit the website for resources on completing this section.
  
- \_\_\_ You are ready to start your project!
  
- \_\_\_ Begin writing your Project Report and fill out the Eagle Scout Rank Application which can be found on the website.
  
- \_\_\_ Prepare and attach to your Eagle Scout Rank Application a statement of your ambitions and life purpose and a listing of positions held in your religious institution, school, camp, community, and/or other organizations, during which you demonstrated leadership skills. Include honors and awards received during this service.
  
- \_\_\_ Send the letter of reference form (found on the website) to the individuals you identified on your application, other than your parents. Include a self-addressed envelope to your unit leader for each letter. It is suggested that a minimum of three letters of reference be submitted with your application.
  
- \_\_\_ Submit your Project Report, Eagle Scout Application, a few pictures and your sealed letters of reference to either Scout Service Center. Please see the website for reference letter instructions. This information will be scanned and an electronic copy kept on file. The original of the Project Report will be returned.
  
- \_\_\_ A representative of the District Advancement Committee will contact you regarding the date and time of your Eagle Board of Review. Upon successful completion of your Board of Review you will have finished your Trail to Eagle!

### Eagle Scout Contacts

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