

Eagle Rank “Final Ascent” Checklist

Northeast District – Crossroads of America Council – Boy Scouts of America

Eagle Scout Service Project Workbook Checklist

Status	Activity/Deliverable	Deadline (if applicable)
<input type="checkbox"/>	Eagle Scout candidate networks and identifies possible Eagle Scout Service Project*. Ideas for Eagle Scout Service Projects can be found in the Bryan on Scouting blog post .	
<input type="checkbox"/>	Eagle Scout candidate obtains verbal approval from community organization representative that will be the recipient of the service project	
<input type="checkbox"/>	Eagle Scout candidate presents his idea for the service project to his Unit Leadership which reviews and supports his Eagle Scout Service Project	
<input type="checkbox"/>	Eagle Scout candidate completes the Eagle Scout Leadership Project PROPOSAL portion of the Eagle Scout Service Project Workbook BSA Form 512-927 . For help on using this form and other matters related to the candidate Eagle Scout Service Project Workbook, consult this BSA web link .	
<input type="checkbox"/>	Eagle Scout Service Project Proposal reviewed and signed (Candidate’s Promise) by Eagle Scout candidate	
<input type="checkbox"/>	Eagle Scout Service Project Proposal reviewed and signed (Beneficiary) by Community Organization Representative	
<input type="checkbox"/>	Eagle Scout Service Project Proposal reviewed and signed by (Unit Leader) Scoutmaster/Crew Advisor	
<input type="checkbox"/>	Eagle Scout Service Project Proposal reviewed and signed by Unit Committee (Chair)	
<input type="checkbox"/>	Before bringing Eagle Scout Service Project PROPOSAL for Northeast District review and approval, the Eagle Scout candidate contacts the Northeast District Eagle Processing Chair**. NO WALK-INS ALLOWED!	
<input type="checkbox"/>	Eagle Scout Service Project PROPOSAL portion reviewed and approved by Northeast District Eagle Processing Chair. Approval Options: <ul style="list-style-type: none"> • Prior to Monthly Northeast District Roundtables @ Camp Belzer (check calendar) • Prior to Monthly Northeast District Eagle BoRs @ Golden-Burke Scout Center (check calendar) • By Special Appointment (contact Mr. Imel **) 	
<input type="checkbox"/>	Once the Eagle Scout Service Project Proposal has been reviewed, approved, and signed by all five of the above, identify date(s) when and location(s) where the Project will be implemented. Make sure to build in enough lead time to secure volunteers, and to acquire/purchase and assemble any materials needed. Complete the Eagle Scout Service Project PLAN portion of the Workbook, and complete your Eagle Scout Service Project according to your PLAN . Keep detailed records and take plenty of pictures as they will be needed to complete the final REPORT portion of your Eagle Scout Service Project Workbook.	
<input type="checkbox"/>	As soon as possible after completing your Eagle Scout Service Project, complete the Eagle Scout Service Project REPORT portion of your Eagle Scout Service Project Workbook. Be careful to note any changes or deviations from the PLAN . Eagle candidate should sign Candidate’s Promise , and secure the approval signatures from the Beneficiary (Community Organization Representative) of his service project, and his Unit Leader (Scoutmaster/Crew Advisor). An example of a completed Eagle Scout Service Project Workbook can be viewed at the following web link	

* Start documenting your Eagle Scout Leadership Project **from day one** (you will use this info for your final report). **Keep a log** of the hours you put into your search for a project. Keep a log of notes regarding your search, including names of people you worked with.

** Northeast District Eagle Processing Chair: **Mr. Jim Imel**
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Eagle Scout Board of Review (BoR) Checklist

Status	Activity/Deliverable	Deadline (if applicable)
<input type="checkbox"/>	All requirements (except Scoutmaster Conference and BoR) for the rank of Eagle Scout have been completed. Fill out the 2016 printing of the Eagle Rank Application (BSA 512-728) with the data from your Scout Handbook or from your unit’s advancement chair. Complete a “Statement of Ambitions and Life Purpose”. Candidate signs the Application.	
<input type="checkbox"/>	Scoutmaster Conference completed before Eagle candidate’s 18th birthday . SM signs the Rank Application. Unit Committee Chair reviews the forms and signs the Rank Application.	18 th Birthday
<input type="checkbox"/>	Eagle Scout candidate compiles the Eagle Rank Advancement Application Binder (1/2” to 1” thick). The cover must be marked with Eagle candidate’s name, unit number and District. The Binder should include the following: <ul style="list-style-type: none"> • Completed most current printing of the Eagle Rank Application (BSA 512-728) with all required signatures. The Unit is responsible for checking the accuracy of all dates • Completed most current printing of the Eagle Scout Service Project Workbook (BSA 512-927) with all required signatures on the Proposal and Report portions of the workbook • The Eagle Candidate’s “Statement of Ambitions and Life Purpose” • Copies of Arrow of Light (if applicable), Rank, and Merit Badge cards. • A list of leadership positions held, honors & awards received, and school and extracurricular activities. Copies of certificates awarded are encouraged. 	
<input type="checkbox"/>	Eagle Scout candidate must request letters of recommendation from three of the six references provided on the Eagle Rank Application. All letters of recommendation should be mailed to: Crossroads of America Council, Northeast District Advancement Committee, (<i>Eagle Candidate’s name</i>), 7125 Fall Creek Road North, Indianapolis, IN 46256-3167	Letters should be requested with a deadline at least 7-days prior to the candidate’s Eagle BoR
<input type="checkbox"/>	Completed Eagle Rank Advancement Application Binder delivered to Eagle Facilitator at the Golden Burke Scout Service Center. You must get a receipt for the binder (no drop-offs) . The Service Center will keep the binders for Council review and signature, and will notify the Northeast District Eagle Processing Chair.	No later than the 15th of the month prior to the next NED Eagle BoR
<input type="checkbox"/>	Northeast District Eagle Processing Chair will contact the Eagle Scout candidate to confirm the date and time for his Northeast District Eagle BoR at Golden-Burke Scout Service Center.	
<input type="checkbox"/>	Eagle Scout candidate confirms that unit Scoutmaster, or a designated Scouter, will be in attendance at scheduled Eagle Scout BoR to introduce the candidate to the Board Members	
<input type="checkbox"/>	Arrive at Eagle BoR prior to start time. It is helpful, but not required, for the Scout to bring a second or third copy of his Eagle binder to the BoR, and it is highly recommended that only copies of merit badge and advancement cards, or certificates be included in the binder. The Eagle candidate must have his Scout Handbook (with advancements sections completed) . It is highly suggested, but not required, that Eagle candidate be in full Class A uniform . They should wear their merit badge sash (not OA sash).	Check Northeast District Calendar for details
<input type="checkbox"/>	Complete the Eagle BoR. Follow all directions provided by the Northeast District Eagle Processing Chair at the conclusion of your Eagle BoR.	

* **2018 NED Eagle Boards of Review at 4pm**

January (no board)
 Sunday, February 4, 2018
 Sunday, March 4, 2018
 Sunday, April 8, 2018
 Sunday, May 6, 2018
 Sunday, June 3, 2018
 July (no board)
 Sunday, August 5, 2018
 Sunday, September 9, 2018
 Sunday, October 7, 2018
 Sunday, November 4, 2018
 Sunday, December 2, 2018

* **2019 NED Eagle Boards of Review at 4pm**

January (no board)
 Sunday, February 3, 2019
 Sunday, March 3, 2019
 Sunday, April 7, 2019
 Sunday, May 5, 2019
 Sunday, June 2, 2019
 July (no board)
 Sunday, August 4, 2019
 Sunday, September 8, 2019
 Sunday, October 6, 2019
 Sunday, November 3, 2019
 Sunday, December 1, 2019