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|  | **KEY ELEMENTS OF THE EAGLE SERVICE PROJECT*****Remember, the major elements of the******Eagle Project Guidelines are:******Choose Beneficiary******Project Idea******Project Plan******Develop******Give Leadership to Others******Final Reporting***(1) Choose your project; discuss your project **IDEA** with the Troop 82 Eagle Scout Service Project Coach & Scoutmaster.An Eagle Scout Service Project beneficiary can be any official non-profit organization, such as your local place of worship, school, town, service organization (such as the Elks), First Aid Squad, Firehouse, YMCA, Girl Scouts of America, or other non-profit organization, as long as it is NOT the Boy Scouts of America! Nor should the project benefit your own troop, camp or meeting place. Choose your beneficiary, and give them the document “**Information for Project Beneficiaries”**.A project should be chosen that will capture your interest & passion, as you will be proud of your accomplishment for many years to come! You MUST first choose a beneficiary, and then work with your beneficiary to come up with a project **IDEA**.On a plain piece of paper (or email or Word document), write up your **IDEA** as a simple one paragraph (approx.. 4 to 5 sentences) description of who your project is for, where it will be located and what the project will involve. Have your Coach and Scoutmaster review your **IDEA**.Once your Coach and Scoutmaster have approved of your **IDEA**, move to the next step, which is to use the official WORKBOOK and prepare your **Project Proposal**.(2) Determine the task effort and requirements; e.g., materials/ manpower /time/ scheduling/etc. While there are no requirements for how much time a project should take to complete, a project should be both challenging to the Eagle Scout candidate, as well as to demonstrate his leadership of others. Most projects fall into the range of approx. 100 to 300 hours total to complete. These hours includes everyone who is involved in the project under the leadership of the Scout.(3) Using the most current version of the official **Eagle Scout Service Project Workbook**, write up your proposed project up to and including the **"Project Proposal"** section by answering the following questions:(a) What is the project?(b) Who will benefit? How will they benefit?(c) What official has been contacted from the group benefited?(d) How much help do you need to carry out this project?(e) What materials are needed?(f) How do you expect to get and pay for this material?(g) Make any graphs, sketches, take "before" pictures, videos, etc. which will help describe the planning you've done to get ready to carry out your project?(h) After getting this information together, organize it and put it into a rough draft. Ask your Eagle Scout Service Project Coach to review it for content, and readability.(j) Legibly write, print, or type (preferred) your proposed "Eagle Scout Service Project" request using the **Eagle Scout Service Project Workbook.**(k) Print a hard copy for your own records and keep the electronic file safe & secure. Always make a backup electronic file.(l) HINT: Write up the **Project Proposal** so that it can be read and easily understood by a person living in Texas, and has NO knowledge of the local area or the beneficiary involved. This is because many projects are reviewed by National BSA, whose headquarters is located in Texas. They don't know Wall Twp., New Jersey, or the exact place where your project will be completed!(m) If your project requires fundraising, then you MUST complete the **FUNDRAISING APPLICATION** in your workbook. This will require two approval signatures. Note – If you just plan to solicit for materials and money, and/or can get these items donated, then you do NOT need to fundraise, and do NOT need to fill out a fundraising application. Fundraising is raising money needed to purchase materials that are not donated. Solicitation is ASKING for donations of money and materials. Example of fundraising: Conducting a car wash.-----------------------------------------------------(4) Obtain approval of your **Project Proposal and Fundraising Application** (if you plan to fundraise). This requires the following 4 approvals: Eagle Scout Service Project Coach, Scoutmaster, Project Sponsor & Thunderbird District Advancement Committee Chair. **You must obtain the District Advancement Chair's approval** **before** **starting your project**.DO NOT DO ANY ACTUAL WORK OR FUNDRAISING FOR YOUR PROJECT UNTIL ALL 4 APPROVAL SIGNATURES HAVE BEEN OBTAINED!If your project requires fundraising (car wash, yard sale, etc.), you need to also complete the fundraising section in the workbook, and also obtain the necessary approvals before fundraising can begin.(5) Now you're ready to work on your detailed Eagle Service **Project Final Plan** in your project workbook. Once the final, detailed plans are complete, you are now ready to actually begin to lead your team and work on your project to completion. Have your Eagle Project Coach review and comment on your Final Plan BEFORE you begin actual work.(6) Start to actually WORK on your project. This is where you will provide leadership from start to finish, and insure that the work gets done both safely and to the satisfaction of your beneficiary.(7) After your project is physically done, it is not actually TOTALLY complete until all the paperwork has been completed. This includes your Eagle Scout Service **Project Report** in your workbook. Work with your Eagle Scout Service Project Coach to insure your workbook is fully correct & complete. This is followed by two more important approval signatures - one from your project beneficiary, and the second from your Scoutmaster.(8) You are now ready to present your completed workbook at your Eagle Board of Review! (which occurs after all other Eagle requirements have been completed.) |

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| http://bsatroop82.scoutlander.com/images/sp.gif | **Eagle Scout Service Project Helpful Hints** | http://bsatroop82.scoutlander.com/images/sp.gif |
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|  | 1.      As you plan, develop, and lead your project, keep detailed and accurate records of the manpower expended by name/date/time along with any changes or deviations from your original plans. These changes could involve such things as using more or less material or even a different material. It could possibly be an entirely different approach to the project due to changes desired of the end product, or a more efficient accomplishment of the task.2.      Changes from your original plan are acceptable so long as the end project satisfies the intent of the original project.3.      You should keep a diary in which you keep track of what happened while you planned, developed and led the project. You will find this diary to be a big help when you write your report. 4.      It is important that you keep track of the dates and amount of time contributed by all the people who help you, Scouts, friends and or other adults.5.      Your last step to complete the "Eagle Service Project" is to write the final report.6.      This report, along with your Eagle Application, will be submitted to the local council as part of your "Eagle Board of Review" and then forwarded on to "National" for their approval.7.      Obtain a letter from the benefitting organization as to satisfactory completing the project.8.      Your "Final" Project Report should follow the outline provided in your Eagle packet.9.      Since you used this same format for "selling" your project, all that should be required is to add the new information which reflects the actual completion.10.This Final Report must be readable and be presented with your project title and name on the outside. |

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