

Beginning Steps for your Eagle:

1. Finish all Merit Badges, make sure dates & blue cards match
 - Ask Advancement Coordinator for a copy of all your recorded MB
 - Merit Badge Sash – make sure all MB are sewn on
2. Have a Notebook & log in actual hours you work on the project & hours of people that assist you
3. Speak to a Committee Member, Scoutmaster or Asst. Scoutmaster to talk about choosing a Mentor & potential project. A Mentor is different than Project Beneficiary.
4. **Print** out Eagle Scout Service Project Proposal
 - Download** using this link & **SAVE** it to your computer:
<https://www.scouting.org/programs/scouts-bsa/advancement-and-awards/eagle-scout-workbook/>
 - Download the PDF file, and then fill it out by opening it on your local computer (use Adobe Acrobat Reader, or Apple Preview).
5. **Scout** to begin filling out the PROPOSAL
 - Download it to your computer – **SAVE** at every opportunity to your desk top
 - HINT: This is just the proposal - Keep your explanation of what you are doing “*Simple*”
6. Once the Scout has filled out the proposal to the best of his ability
 - meet with Mentor to Review, he will make suggestions, discuss and help walk thru the process
 - then the scout will update and meet with Mentor *again* or Beneficiary at this point
7. Once the Mentor approves of the Proposal – the Scout will then follow “How to Submit”

To Submit an Eagle Project Proposal:

You *must* have all three signatures: that they have approved the proposal.

Scoutmaster, Committee, Project Beneficiary - (Keep this page separate)

E-mail the Approver coordinator, currently wquigs@gmail.com for Flintlock District
Attach the *full PDF* of your project workbook

- State you have all 3 approvals (or scan and attach signature page)
- Include all attachments.
- ALWAYS CC: an adult (to include parent, scoutmaster. Eagle mentor)

Some projects require fundraising application, make sure you include and state you have that signed

- *Approver is assigned & you will get an e-mail. This happens after proposal is read
- *Approver may email you questions to answer, before any meeting.
- *A meeting will be scheduled (by e-mail), Buddy system is required.
- *Full printouts of everything will be required including original signature pages.
- *All Approvers are active scouting volunteers who work full time.
Meetings will be arranged around their work, family and scouting schedules.