

Eagle Scout procedures:

A good overview can be found here:

<http://home.flash.net/~smithrc/eagleprj.htm>

1. Obtain the Eagle Scout workbook from the Council, either by downloading it or getting one over the counter at the council office. If you do not use this form, you will not go any further in the process.
2. With members of your troop and family come up with an Eagle Scout service project idea. It must be approved at 4 different levels before you can actually start on the project. These approvals are:
  - a. The organization that will receive the benefit of the project
  - b. The Scoutmaster or unit project advisor
  - c. The Troop Committee
  - d. The Eagle Project review committee.

A checklist to determine if all requirements have been met can be found here. This is the same checklist that the Eagle Project Review Committee will be using when they review the project. Download a copy and review it BEFORE submitting the project to the committee.

[http://www.boyscouting.com/documents/TBService\\_Project\\_Checklist061507.pdf](http://www.boyscouting.com/documents/TBService_Project_Checklist061507.pdf)

3. Obtain the first 3 signatures after writing up the plan, but BEFORE doing any work on the project. Parents do not contact the Eagle Project Review Board. This MUST be done by the boy. Then the project must be submitted to the Eagle Project Review Committee.

Eagle Project Review Committee Chairman

Robert Marschall  
(863) 944-8924

[rmarscha@tampabay.rr.com](mailto:rmarscha@tampabay.rr.com)

Robert Carlson  
(863) 688-7409  
(863) 838-8077

Rick Michels  
(863) 646-4956  
(813) 759-1544

[rickm@manismarketing.com](mailto:rickm@manismarketing.com)

Contact the Committee chair (Robert Marschall) and arrange to get the workbook to him and the committee, either in person or by delivering it. The board will reach a decision. It is much more efficient to meet with the board, as you can get a lot of feedback directly, and possibly eliminate the need for follow up meetings. If you have trouble reaching any member of the board, try other members or the District Advancement Chairman:

James E ager  
(863) 816-2993

[jjager@tampabay.rr.com](mailto:jjager@tampabay.rr.com)

4. Perform the Eagle project
5. Obtain a final signoff from the contact person at the organization that benefits from the project.

6. Fill out the rest of the Project workbook. Do not forget the list of hours worked, by person.
  7. Fill out the Eagle application.
  8. Turn in the Application and other required paperwork to the council. It is reviewed by the council and sent back not to the boy, but to the Eagle Board of Review Chairman:
- Eagle Board of Review Chairman  
Wade Whiddon  
(863) 944-1677  
[whwsaw8@aol.com](mailto:whwsaw8@aol.com)
9. After Wade receives the packet back from the council, he will contact the boy to arrange a board of review date and time. Bring copies of the Project workbook! Lots and lots of pictures!
  10. Go thru the board of review. Assuming the boy passes, he is actually an Eagle Scout that night, subject to approval by National.
  11. Wade will keep the letters of recommendation, and return all the other portions of the Eagle Scout packet to the boy at the board of review. It is the responsibility of the boy to make sure that council receives: The Eagle Application, The Life Goals section, and the photo of the Scout.
  12. National processes it and sends back the relevant portions to Council. Council contacts the troop representative (Scoutmaster) and the Boy Scout / Scout's family to pick up the awards and arrange a court of honor. The final packet is NOT delivered to the District.
  13. The award is presented.

#### Appeals:

If the project review board rejects the project, they will clearly list a reason why and sign that piece of paper. The appeal process goes as follows:

1. If the item is corrected, the same board members may rule it is corrected and approve the project
2. The Project Review Board Chairman may review the rejection and rule on it. (Assuming he was not on the original disapproval.)
3. The District Advancement chairman may rule on the rejection. He is:

Advancement Chairman  
James E ager  
(863) 816-2993  
[jjeager@tampabay.rr.com](mailto:jjeager@tampabay.rr.com)

4. If it is still rejected, it may be appealed to the Council Advancement Chairman: Fraser Hale.
5. Further appeals would have to be thru National, consult with Fraser Hale to see if there is such a procedure.

If the Eagle Board of Review is to be appealed, that goes directly to the Council Advancement Chair, Fraser Hale.