

April 24, 2006

Dear Fellow Scouters,

For almost three years I have had the responsibility of reviewing and approving Scout's Eagle Projects for Thunderbird District. I have had the opportunity to meet some really great Scouts with a variety of interesting projects. I have seen some well-organized project write-ups and some that were not as organized. With each project, I have taken the time to read the projects, make comments and explain the reason for the additional information required. I want to make you aware of the things I see that you as Scout Leaders can do to help your Scouts reach their goal of Eagle Scout.

When the Scout starts work on the Eagle rank, he needs to know what is expected of him to meet the requirements. When the Scout receives the Eagle Project Workbook packet there are several documents that explain what is required to complete the project. They are Letter To The Life Scout, Helpful Hints For Eagle Candidates, Letter to the Unit Advancement Chair, and Letter To The Unit Leader. The first two letters should be read and understood by the Scout and his parents. The Unit Advancement chair and the unit leader should read the third and fourth letter respectively. This is especially important for new leaders. Each letter provides all of the information necessary to assist the Scout. All of these documents are also available from the Council web site.

The following is a list of the concerns I have seen in the past three years:

1. Scouts should have started their Eagle Project process by the time they reach 16.5 years old. Please don't let them wait until a few months before their eighteenth birthday to start. Remember that all of the documentation for the Eagle rank must be into Councils at least 24 hours before the Scout turns eighteen. There are no exceptions unless the Council approves an extension prior to the 18th birthday.
2. If the Scout is using the workbook and chooses to type his write-up on the computer, make sure that he numbers the pages and references the appropriate pages in the workbook.
3. The front page with all of the information about the Scout and his leaders must be filled out before the District review.
4. The three signatures from the Unit leader, Unit committee member and organization representative must be on the form before the project can be approved by the District.
5. The tools list should include the number of tools needed and where they will be obtained.
6. The material list should include the quantity of each material needed and where they will be obtained.
7. All of the pictures used should have captions included to assist the reviewers in understanding what they are viewing.
8. No dates to work the project can be set until the project is approved. Calling the night before the scheduled work date for approval will not usually be successful.
9. The schedule is one of the most important parts of the project write-up. It should be written so that someone besides the Scout could run the project. Even though this

wouldn't happen, the better the detail on the schedule the easier the workdays will run. It should detail the times, the tasks, and the number of people needed for each task.

10. The project description should be brief and concise. It should give the reader the understanding of the project. The project details section is where the whole project is laid out.
11. When Scouts call to make an appointment to get their project reviewed, they should speak slowly, loudly and enunciate. This is especially true when leaving a message.
12. Parents and/or Scout Leaders are always welcome to attend the review appointments. Please let the Scout answer any questions asked. There will always be time to answer questions from the parents or Scout Leaders.

All Scout Leaders have the same goal, to help the Scouts achieve their goals in Scouting. Working together, we can help the Scouts reach any level of Scouting they choose. None of us are experts, but working together we can be successful.

If you have any questions, need advice about a potential project or need suggestions for projects, please call or e-mail me.

For those of you who have been helping the boys for years and have extensive knowledge, thank you. You make my job easier and the Scout's understanding of the process better.

Yours in Scouting,

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