

From Here to Eagle
Troop 870 Eagle Scout Tips & Tricks

Assuming you've completed all of the merit badges necessary for your Eagle.....here is the *approximate* order of remaining tasks you should expect to complete. NOTE: You are not required to complete all other requirements before starting your project.

As you work through this, please email Mr. Lovelace with corrections and clarifications to help those who come after you.

Keep in mind, in addition to the people listed below, you have other resources available to you: your Patrol's ASM, fellow Eagle Scouts in the troop, et al.

| # | Task | Target Date | Status |
|----|---|-------------|--------|
| 1 | As a Life Scoutif you haven't already, get in a leadership position to fulfill your 6 month requirement. KEY: This is your home stretch. Regardless of your Scouting career until now, you should strive to Finish Strong!! | | |
| 2 | Pick a window for your Eagle run. <u>Allow plenty of time.</u> Consider what other activities / responsibilities you will have during that time. <u>Allow plenty of time.</u> Something will always happen to slow you down. (Can anyone say "Hurricane Ike"?) <u>Allow plenty of time.</u> Begin this long process with the end in mind. | | |
| 3 | Websites with helpful information: www.Troop870wUBC.com , www.EagleScout.org and www.NESA.org | | |
| 4 | PARENTS: Resist the temptation to do the project better and faster. This is your Scout's project! | | |
| 5 | Request TroopMaster advancement record from Mrs. Lovelace the Advancement Chair to confirm completion of all Merit Badges. She will also provide you the information you need to fill out your application. | | |
| 6 | Get a 3 ring binder with page protectors. This will keep everything clean and together – especially the all-important signature pages. | | |
| 7 | Provide SM Lovelace with the names and addresses of the people you want to ask to write Eagle recommendation letters. He will provide you with a letter (individually addressed to each of your letter writers) you can give them that explains why you are asking them to write this letter for you and includes instructions for them on how to return it. | | |
| 8 | Hand-deliver the letter requests along with a stamped envelope addressed to SM Lovelace . The Scout will <u>not</u> have an opportunity to read them. | | |
| 9 | SCOUT: Start thinking about your Life Statement. | | |
| 10 | PARENTS: Start thinking about the recommendation letter you will write. (Review the Oath and Law.) | | |

| # | Task | Target Date | Status |
|----------------|---|-------------|--------|
| Project | | | |
| 11 | Think about organizations you care about and the kinds of help they need. Pick something you like. You will be living with this and you want to BE excited and LOOK excited about it. | | |
| 12 | Meet with troop's Eagle Advisor ASM Mr. Bauder to discuss ideas for projects. | | |
| 13 | If your project idea is unusual, run it past Unit Commissioner Mr. Keller to make sure it will pass muster. | | |
| 14 | Keep track of all hours you and your parents spend on the project. | | |
| 15 | PARENTS: Save all of your receipts. Plan to provide food and beverages for your volunteers. | | |
| 16 | Meet with the prospective organization for whom you are considering doing your project and collect info Take plenty of pictures! They help tell your story. | | |
| 17 | Prepare Eagle Scout Project Workbook (needs to be extremely detailed). Remember, Kinko's will print off in color pictures that you email to them. | | |
| 18 | Discuss workbook with Mr. Bauder . | | |
| 19 | Plan your project in further detail, incorporating the feedback received above (loop previous until satisfied) | | |
| 20 | Confirm the target date(s) of the project work | | |
| 21 | Get on the agenda for the Committee Meeting (by asking Committee Chair Mrs. Van Kirk) at the meeting for which you will be very prepared. (Remember, your fellow Star and Life scouts will be there to watch you.) NOTE: These meetings only happen once a month – and usually don't occur in July. | | |
| 22 | Put together a 1 or 2 page, 10 minute story of your idea and plan. Include background, objective, purchased materials, loaned equipment, timeline, safety plan, budget, etc. (This will be presented to the troop parents at a Parents' meeting) | | |
| 23 | Discuss your 1 or 2 page, 10 minute story with Mr. Bauder . | | |
| 24 | Discuss your 1 or 2 page, 10 minute story with Mr. Lovelace . Obtain his signature in workbook. | | |
| 25 | Discuss your 1 or 2 page, 10 minute story with Mrs. Van Kirk . | | |
| 26 | Present your 1 or 2 page story to the Troop Committee and your fellow Star and Life scouts. | | |
| 27 | One week later, pick up your Eagle workbook from Mrs. Van Kirk with her signature or with her feedback on needed changes. | | |

| # | Task | Target Date | Status |
|---------------------------|---|-------------|--------|
| Project, Continued | | | |
| 28 | Scout: Make an appointment to discuss your project plan with Mr. Keller . | | |
| 29 | Discuss your 1 or 2 page story (with pictures as appropriate) and your project workbook with Mr. Keller . | | |
| 30 | Request volunteer sign up from the troop and others (bring one sheet per team, clip board & pen to several troop meetings prior to the actual project). Remember needed special skills: Drivers, trailers, pickups, etc. Know how many scouts and adults you need on which days and for what tasks / sub-teams. | | |
| 31 | Prepare your day-of-project checklist. Don't leave home without it!! (This could easily be 2 pages long!) | | |
| 32 | Prepare a service hours letter – on letterhead from your benefitting organization. This can be used by students in need of hours for honor societies, etc. | | |
| 33 | The night before your project: Call everyone who signed up. Make sure they remember the start time, location, gear and clothing needed for the project. Review your checklist of things to be done. | | |
| 34 | Perform your project (Hint: If at all possible and appropriate, consider having a team leader meeting <u>prior</u> to the project date to coach your team leaders!!) Stay calm during the project. Look like a leader. Work with team leaders to perform needed tasks. Try hard NOT to do the work yourself. Review your checklist. Have organization contact sign the service hours letters. Make sure someone takes plenty of pictures! Hand out letters while people are eating / snacking. | | |
| 35 | The day of the project, have a wrap up walk through meeting with your organization contact | | |
| 36 | Acquire Final Signature for project from your organization contact . | | |
| 37 | Do your after-project write up now while events are fresh in your mind. | | |
| 38 | Thank the people who helped you on your project. | | |
| 39 | Visit your project some time after completion (as appropriate) to verify that the outcome is what was planned and expected Take plenty of pictures! | | |
| 40 | Discuss your completed project with Mr. Bauder . Bring your binder - with pictures. | | |

| # | Task | Target Date | Status |
|-------------------------------|--|-------------|--------|
| Project, Continued | | | |
| 41 | Discuss your completed project and obtain signature from SM Mr. Lovelace . Bring your binder - with pictures. | | |
| 42 | Discuss your completed project and obtain signature from Mrs. Van Kirk . Bring your binder - with pictures. | | |
| Eagle Application | | | |
| 43 | <p>Complete your application with the information from Mrs. Lovelace and TroopMaster.</p> <p>NOTE: When you enter your free choice merit badges, start from the earliest and list them in order. Reason - National checks your badge dates to make sure you had enough at your Star and Life dates.</p> <p>Also, listing the badges in the order they were earned will make it easier to know what to put for your Eagle Palms.</p> | | |
| Scoutmaster Conference | | | |
| 44 | Write your life statement. Do several drafts before showing it to Mr. Bauder . Share it with your parents for their input. | | |
| 45 | <p>Schedule an appointment with Mrs. Lovelace to review <u>all</u> of your paperwork (application, MB's, project, recommendation letter return status, life purpose essay, etc.)</p> <p>NOTE: The way you list your name on the application is how it will appear on your certificate.</p> | | |
| 46 | Inspect your uniform. Make sure all of your patches are correct. If you are wearing an OA pocket flap patch, make sure your dues are paid up. Make sure your merit badge sash correctly excludes patches from the back that don't belong there. | | |
| 47 | <p>Schedule your Eagle SMC with Mr. Lovelace and Mr. Bauder.</p> <p>NOTE: Remember, you MUST have your SMC <u>before</u> your 18th birthday!</p> | | |
| 48 | PARENTS: Help your son collect his thoughts. He's done SMC's before, but these questions will be more in-depth. Have him repeat the Oath, Law and Outdoor Code in front of an audience. (It's not uncommon for even the strongest Eagle Candidates to stumble on these during their SMC.) | | |
| 49 | <p>Complete your Eagle SMC with Mr. Lovelace and Mr. Bauder.</p> <p>NOTE: Remember, you MUST have your SMC <u>before</u> your 18th birthday!</p> | | |

| # | Task | Target Date | Status |
|------------------------|--|-------------|--------|
| Board of Review | | | |
| 50 | <p>Coordinate with Mrs. Lovelace. She will schedule your Eagle Board of Review. This will be performed by parents from the troop and with Mr. Keller.</p> <p>Caveats: You have until <u>180 days</u> AFTER your 18th birthday to complete this Board. Summertime is especially challenging to schedule. Allow extra time.</p> | | |
| 51 | Talk to Mr. Bauder and other Scoutmasters for thoughts to consider prior to your BOR. | | |
| 52 | PARENTS: Help your son collect his thoughts. He's done Boards of Review before, but these questions will be more in-depth. Have him repeat the Oath, Law and Outdoor Code in front of an audience. (It's not uncommon for even the strongest Eagle Candidates to stumble on these during an Eagle Board.) | | |
| 53 | PARENTS: Take pictures of your son <u>before</u> the Board of Review. | | |
| 54 | SCOUT: Boards really do want to pass you – and understand that you are nervous, but you must be respectful and positive. Typically, these are adults who have been around the troop for several years and have watched you grow and mature. They want you to show that maturity and growth. | | |
| 55 | Successfully complete your BOR. | | |
| 56 | Thank your parents and any other adults who have had a key role in helping reach this point. Celebrate! | | |

| # | Task | Target Date | Status |
|-----------------------|--|-------------|--------|
| COURT OF HONOR | | | |
| 57 | Approach the non-relative adult you wish to present with your Eagle Mentor pin and let him or her know you would like to honor them. | | |
| 58 | Expect SHAC & National to take up to 6 weeks to process and confirm your paperwork. | | |
| 59 | PARENTS: Talk with Julie Lovelace about VIP congratulatory letters to be presented to your new Eagle at his Court of Honor (e.g., Pope or other religious leader, President, Governor, Senator, Mayor, etc.) | | |
| 60 | Schedule your Court of Honor. Coordinate with Family (especially out of town relatives), Mentor (according to BSA this is for a <u>non-relative</u>), SM Master of Ceremonies, Troop Events Calendar (on troop website), Location reservation, etc. | | |
| 61 | Review your Court of Honor script with Mr. Bauder . It should include the administration of the Eagle Charge as well as an Invocation. (Recently, these have been the two most commonly omitted components.) | | |
| 62 | Have your Court of Honor. | | |
| 63 | Congratulations! Now get to work helping the guys behind you! | | |