



Eagle Board of Review Checklist

As per national requirements, a detailed project report **MUST** be submitted with your Eagle application. It is ***strongly suggested*** that you provide an original and 2 copies of the following in a notebook:

- Eagle Application (completed, signed and approved by the Council Office in Redlands).
- Requirement #6 - Goals & Ambitions statement: this should be carefully thought out and well written, it should be about a page to a page and a half in length. A one-half page paragraph is ***not*** acceptable! This statement should be reviewed and approved during your Scoutmaster conference.
- Letters of recommendation are ***strongly encouraged!!!!*** (If you do not furnish letters of recommendation, the Board is empowered to halt your Review in order to contact the people listed on your application. This may require reconvening your Board at a later date.)
- Project proposal - include detailed plans (to scale), photos (if they help to explain your project) and a man-power plan.
- Materials List of all materials needed and used, include cost and amount.
- Expense sheet with all of the income and expenditures recorded.
- Hours sheet including who participated and the total time spent on the project (including all of your time).
- Copies of letters asking for donations.
- Project Report which includes how the project went, noting any changes or problems, how you overcame these changes, and describe in detail your leadership role.
- Letters of thanks are mandatory for all donations! No thank you letters - no Eagle. *A Scout is courteous.*
- If it was necessary for your project, be sure to include any plans or tour permits
- Letter of thanks or gratitude from the group that benefitted from the project, in addition to the approval signatures for the completed project.
- Photos that show the “before”, “during” and “after” phases of your project.

What is an Eagle Scout?

- An Eagle is SHARP, he looks sharp in a clean, crisp uniform shirt and pants, all badges should be properly sewn on and be sure to wear your merit badge sash ... which should include every merit badge that you have earned. Look your best with a fresh haircut and shined shoes.
- An Eagle is PREPARED, he has ALL his paperwork and has prepared a detailed report of his project and is prepared to present it. He is on time to the Board of Review and is ready to shine. He has thought of every question that may be asked and is ready to snap out the answer.
- An Eagle is CONFIDENT. Because he is sharp and prepared, he goes into the Board of Review with confidence, ramrod straight, head held high. He looks each Board member in the eye, not at the floor. He does not fidget or hesitate when asked questions and clearly explains his answer.
- An Eagle is a LEADER. Because of his leadership experience in Scouting, he can direct others to get any job done. These are experiences he is ready to explain in detail. He is an expert in every Scout skill and can handle any situation.