re: a message to unit leaders and parents

Hello,

It is an honor to serve as Alligator District (Collier County) Eagle Scout Board of Review (EBOR) Chair here in the Southwest Florida Council. Your charge is to guide the young man or woman through the process to earn the rank of Eagle Scout.

Before anyone contacts the Eagle board to ask questions, ALL documentation referenced on the SW FL Council Eagle rank page and National BSA website should be READ. Most questions can be answered with the attached checklist or other resources listed. Remember, if you sign any of the documents referred to below, you are signing that you have gone over the details of that document and are responsible for anything missed.

Please advise your Eagle candidates to represent themselves well through typing in PDF documents, good grammar, and appropriate full Class A dress when applicable. For many youth, this is the greatest achievement in their lives to this point. Coaching them to represent themselves, your family and your troop well will go a long way. The Eagle Board of Review consists of business leaders and distinguished Scouters familiar with professionalism in successful individuals. An Eagle board of review is not a test but will be great preparation for a scout’s future endeavors.

The two most important website resources for you and the candidate are below:

- Google “Southwest Florida Council Eagle Scout Rank Page”:
  http://www.swflcouncilbsa.org/eagle-scout-information/eagle-scout-applications-workbook/18857

- Google “National BSA Eagle Scout Rank Page”:
  https://www.scouting.org/resources/guide-to-advancement/eagle-scout-rank/

I look forward to seeing the results of your great programs through these youth and their accomplishments!

On behalf of the Eagle Scout Board of Review, THANK YOU FOR ALL YOU DO!

Deanna Bickford

Eagle Scout Board of Review Chair
Alligator District (Collier County)
AlligatorEBOR@gmail.com
## Eagle Rank “Final Ascent” Checklist

Alligator District – SW Florida Council – Boy Scouts of America

### Eagle Scout Service Project Workbook Checklist

SWFL Council Eagle Scout Info page: [SWFLCouncilBSA.org](http://SWFLCouncilBSA.org) → “Eagle Scout Information” on left bar

<table>
<thead>
<tr>
<th>Status</th>
<th>Activity/Deliverable</th>
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<tbody>
<tr>
<td>☐</td>
<td>READ all Eagle Rank related documents, forms, etc. Attend Life to Eagle sessions for youth and adults offered by the district or at the annual University of Scouting Arts (adults only).</td>
<td></td>
</tr>
<tr>
<td>☐</td>
<td>Eagle Scout candidate networks and identifies possible Eagle Scout Service Project*. Ideas for Eagle Scout Service Projects can be found in the official BSA Blog, “Google” <a href="https://www.bryanonscouting.org/blog/eagle-project">Bryan on Scouting Eagle Project blog post</a>.</td>
<td></td>
</tr>
<tr>
<td>☐</td>
<td>Consult the Southwest Florida Council BSA Eagle Scout information page for information and downloadable documents at: <a href="http://www.swflcouncilbsa.org">www.swflcouncilbsa.org</a>.</td>
<td></td>
</tr>
<tr>
<td>☐</td>
<td>Eagle Scout candidate obtains verbal approval from a community organization (beneficiary) representative that will be the recipient of the service project.</td>
<td></td>
</tr>
<tr>
<td>☐</td>
<td>Eagle Scout candidate presents his idea for the service project to his Unit Leadership which reviews and supports his Eagle Scout Service Project.</td>
<td></td>
</tr>
<tr>
<td>☐</td>
<td>Eagle Scout candidate completes the current version of the Eagle Scout Leadership Project PROPOSAL portion of the Eagle Scout Service Project Workbook (Recommend typing PDF fillable for all forms). For help on using this form and other matters related to the candidate Eagle Scout Service Project Workbook, consult the Scouts BSA “Eagle Scout Rank Page” at <a href="http://www.scouting.org">www.scouting.org</a></td>
<td></td>
</tr>
<tr>
<td>☐</td>
<td>Eagle Scout Service Project Proposal reviewed and signed by Eagle Scout candidate (Candidate’s Promise).</td>
<td></td>
</tr>
<tr>
<td>☐</td>
<td>Eagle Scout Service Project Proposal reviewed and signed by Community Organization Representative (Beneficiary).</td>
<td></td>
</tr>
<tr>
<td>☐</td>
<td>Eagle Scout Service Project Proposal reviewed and signed by Scoutmaster/Crew Advisor (Unit Leader).</td>
<td></td>
</tr>
<tr>
<td>☐</td>
<td>Eagle Scout Service Project Proposal reviewed and signed by Committee Chair (Unit Committee).</td>
<td></td>
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| ☐      | Email Proposal (with all signatures listed above) to AlligatorEBOR@Gmail.com
Eagle Scout Service Project Proposal portion including Fundraising Application (if applicable) reviewed and approved by the Alligator District Eagle Board Chair, DeAnna Bickford\(^2\) (Council or District Approval). |                          |

**Youth Protection - Carbon Copy (CC) Leader or Project Coach on ANY and ALL correspondences with EBOR chair.**

| ☐      | Once the Eagle Scout Service Project Proposal has been reviewed, approved and signed by all five of the above, identify date(s) when and location(s) where the Project will be implemented. Make sure to build in enough lead-time to secure volunteers, and to acquire/purchase and assemble any materials needed. Complete the Eagle Scout Service Project PLAN portion of the Workbook and complete your Eagle Scout Service Project according to your PLAN. Keep detailed records and take plenty of pictures, as they will be needed to complete the final REPORT portion of your Eagle Scout Service Project Workbook. Also, track ALL hours performed by Scouts and Adults\(^2\); including non-Scouts and Scouters. |                          |
| ☐      | As soon as possible after completing your Eagle Scout Service Project, complete the Eagle Scout Service Project REPORT portion of your Eagle Scout Service Project Workbook. Be careful to note any changes or deviations from the PLAN. Eagle candidate should sign (Candidate’s Promise), and secure the approval signatures from the Beneficiary (Community Organization Representative) of his service project, and his Unit Leader (Scoutmaster/Crew Advisor). |                          |
| ☐      | Submit “Service project data” (pg. 4) to Scoutmaster/Crew Advisor for entry into the JTE service hour system.                                                                                                                                                                                                     |                          |

1. Start documenting your Eagle Scout Leadership Project from day one (you will use this info for your final report). **Keep a log** of the hours you put into your research and work for a project. Keep a log of notes regarding your search, including names of people you worked with.

**Alligator District Eagle Project Approval**

DeAnna Bickford, Chair

AlligatorEBOR@Gmail.com

c) (239) 777-6096

**Council Service Center**

Southwest Florida Council

1801 Boy Scout Drive

Ft Myers, FL 33907

(239) 936-8072

\(^1\) Start documenting your Eagle Scout Leadership Project from day one (you will use this info for your final report).

\(^2\) Alligator District Eagle Project Approval Council Service Center Southwest Florida Council 1801 Boy Scout Drive Ft Myers, FL 33907 (239) 936-8072
# Eagle Rank “Final Ascent” Checklist
Alligator District – SW Florida Council – Boy Scouts of America

## Eagle Scout Board of Review (EBOR) Checklist

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<td>☐</td>
<td>Request your unit’s advancement chair to provide you a hard copy or preferred electronic “Print to PDF” of the “Member Summary” found in Internet Advancement and/OR the ScoutBook official BSA Eagle Rank Application editable PDF with ScoutBook “Individual Advancement Report”.</td>
<td></td>
</tr>
<tr>
<td>☐</td>
<td>All requirements (except Scoutmaster/Crew Advisor Conference and BoR) for the rank of Eagle Scout are completed. Fill out the CURRENT version (typing PDF fillable recommended) of the Eagle Rank Application found at <a href="https://scouting.org">Scouting.org</a> or <a href="https://swflcouncilbsa.org">swflcouncilbsa.org</a> Eagle Rank pages with the data from your Scout Handbook or from your unit’s advancement chair using official BSA reports mentioned above. Complete a “Statement of Ambitions and Life Purpose” and a Demonstration of Leadership. Candidate signs the Application.</td>
<td></td>
</tr>
<tr>
<td>☐</td>
<td>Scoutmaster/Crew Advisor Conference completed before Eagle candidate’s 18th birthday. Scoutmaster/Crew Advisor signs Eagle Rank Application then Committee Chair reviews all &amp; signs the Rank Application.</td>
<td>18th Birthday</td>
</tr>
</tbody>
</table>
| ☐      | Eagle Scout candidate compiles an Eagle Scout rank advancement binder (1/2” to 1” thick). The cover must be marked with Eagle candidate’s name and unit number. The Binder should include the following:  
  - Completed most current printing of the Eagle Rank Application with all required signatures. The unit is responsible for checking the accuracy of all dates.  
  - Completed most current printing of the Eagle Scout Service Project Workbook with all required signatures on the Proposal and Report portions of the workbook including beneficiary & unit leader.  
  - The Eagle Candidate’s “Statement of Ambitions and Life Purpose”  
  - “Member summary” from BSA official Internet advancement or ScoutBook by unit Advancement Chair.  
  - Demonstration of Leadership  
    - A list of BSA Unit leadership positions held, honors & awards received, school, church and extracurricular activities. |                          |
| ☐      | Candidate may assist the EBOR in requesting letters of recommendation from the 6 references provided on the Eagle Rank Application. Letters of recommendation can be mailed to the Alligator EBOR chair. They may be emailed to EBOR chair if no other method is available. Subject field must include Scout’s name and telephone # sent to AlligatorEBOR@Gmail.com. |                          |
| ☐      | Scout submits via one email, ONLY FINAL VERSIONS, of these documents to the EBOR Chair:  
  1. Rank Application – Fully Completed with all signatures  
  2. Demonstration of Leadership  
  3. Statement of Ambitions and Life Purpose  
   Email with Carbon Copy (CC) of Scoutmaster/Crew Advisor to AlligatorEBOR@Gmail.com  
   
   **At this point, the Eagle Rank Application will be sent to SWFL Council staff for verification. Any error(s) will be sent to the scout who will send corrected documentation back to EBOR Chair.**  |
| ☐      | Alligator District Eagle Board Chair will contact the Eagle Scout candidate and CC appropriate adult via Email to confirm the date and time for his Alligator District Eagle Board of Review at:  
  **Naples Municipal Airport Office building**  
  (West of Airport/Radio Roads intersection at traffic light)  
  200 Aviation Drive North  
  Naples, Fl. 34104  
  **Wait in Lobby please**  
   Navigation: [https://goo.gl/maps/oNqrzmP9RCB2](https://goo.gl/maps/oNqrzmP9RCB2)  |
| ☐      | Eagle Scout candidate confirms that unit Scoutmaster/Crew Advisor, or a designated Scouter (BSA registered volunteer), will attend the scheduled Eagle Scout Board of Review to introduce the candidate.  |
| ☐      | Arrive at Eagle Board of Review prior to start time with the Eagle Rank Advancement Binder. It is helpful, but not required, for the Scout to bring a second or third copy of his Eagle binder to the EBoR.  
   **The Eagle candidate must have his Scout Handbook (With advancements sections completed).**  
   The Eagle candidate must be in FULL “Class A” field uniform with merit badge sash.  |
| ☐      | Complete the Eagle Board of Review. Follow all directions provided by the Alligator District Eagle Board Chair at the end of your Eagle Board of Review. |                          |
| ☐      | Parent receives community recognitions package from Eagle candidate after the Board of Review and decides whether to take advantage of the awards/recognitions. |                          |