

## Two Rivers District

### Eagle Scout Project Proposal and Eagle Application Progress

Rev June 2017

#### Project Proposal Paperwork

- Complete Eagle Project Workbook (Form 512-927.– Please type all names, addresses and contact information complete.
- Include detailed description of project: include photos and/or plans to capture scope of project.
- Obtain Unit Leader, Unit Committee and Beneficiary Approval Signature prior to Advancement approval.
- Make copies or scan

#### Approval

Present your project workbook to the Project Proposal Board at the Two Rivers District Round Table on the first Thursday of the month (except June-July), for review and approval. If the Project Proposal Board has questions in reference to your project, they will ask you during the Round Table meeting. Some else may bring your workbook, in that case the Board will contact you by email, text or phone call, if they have any questions. Make sure your email address and phone numbers are included on the paper work. Another option is to drop off your Project Proposal to Children's World at 4525 Bee Ridge RD, Sarasota FL, please ask for Louann Lucas. In that case, the board will meet to discuss your workbook at the next scheduled round table.

Workbook will be reviewed and when approved, mailed or handed back to the scout with signatures.

The Eagle Advancement team does not keep a copy. It is recommended that the scout scan or make copies of completed workbook.

#### Eagle Application Process

- Complete Eagle Scout Requirements per your handbook prior to your 18<sup>th</sup> birthday.
- Complete Project prior to your 18<sup>th</sup> birthday
- Complete the Eagle Scout Application (Form 512-728)
  - Download the form and complete, and print the form to include in your submittal package.
  - Sign and Date the application.
  - Obtain signatures of your unit leader and unit committee chair. If these people are not available or will not sign, contact Ritchie Bufkin, Two Rivers Advancement Chair at [RitchieBufkin@gmail.com](mailto:RitchieBufkin@gmail.com).

- Completed Eagle Scout Application, Workbook and applicable attachments should be hand delivered to Two Rivers District Eagle Board Chair or his representative at Round Table the first Thursday of the month. Reference should be email to Ritchie Bufkin. If you are not able to deliver the package to Round Table, send an email to [RitchieBufkin@gmail.com](mailto:RitchieBufkin@gmail.com) to arrange for delivery.
- Eagle Scout Application submittal packages delivered by the 10th of the month should know by the end of that month if the application has been approved. Once approved, the scout and unit leader will be notified by email that the application has been approved. Board of Review will be scheduled within 30 days, in most cases. The Chairman will contact you and your unit leader by email of the time, date and location of the BOR. ( The BOR is not required to be completed prior to the scout's 18<sup>th</sup> birthday but should be completed within 3 months of the scout's 18<sup>th</sup> or additional paper work is required)
- If you have questions in reference to this procedure, please don't hesitate to email the Chairman at [ritchiebufkin@gmail.com](mailto:ritchiebufkin@gmail.com) for clarification.