



Eagle Scout Project & Application Checklist

As you prepare for the final part of your journey to Eagle Scout, please use the following checklist as a guide. You will also find resources at www.oldsickorycouncil.org/eagles. Please note that all requirements must be completed prior to your 18th birthday with the exception of the Board of Review.

_____ Download the Eagle Scout Service Project Workbook from www.oldsickorycouncil.org/eagles. This workbook will contain the following documents:

- Eagle Scout Service Project Proposal
- Eagle Scout Service Project Plan
- Eagle Scout Service Project Report

_____ Fill out the Eagle Scout Project Plan. Resources are available on the website to help you. Remember that you must receive the approvals below **prior** to the start of your project. Any project that begins prior to these autographs will not be approved per the *Guide to Advancement*.

- Unit Leader
- Unit Committee
- Project Benefactor
- District Eagle project approval representative (see next step)

_____ Contact your District's Eagle Project Reviewer who will set up a time/process to review your Eagle Project and give their approval as the District Eagle Project Representative. Contact information on page 2

_____ You are ready to start your project!

_____ Once you have completed your project, write the Project Report.

_____ Once ALL of the Eagle Requirements are complete:

- Eagle Scout Rank Application
- Send the letter of reference form to the individuals you will list on your Eagle application, other than your parents. Include a self-addressed envelope as you are not allowed to read the recommendations. It is suggested that a minimum of three letters of reference be submitted.

_____ Prepare a 3 Ring Binder with the following:

- Your complete Eagle Project workbook with all signatures
- Completed copy of the Eagle scout application
- The *sealed* letters of Reference
- a statement of your ambitions and life purpose
- a listing of positions held in your religious institution, school, camp, community, and/or other organizations, during which you demonstrated leadership skills. Include honors and awards received during this service.
- Photos of the *before* and *after* of your service project

_____ Submit your Complete Eagle Binder to the Scout Service Center.

- 6600 Silas Creek Parkway W-S NC 27106
- You may also submit at your local Roundtable to your District Executive who will bring it to the Service Center.

_____ The Volunteer Eagle Board Chairman will send out information regarding the date and time of your Eagle Board of Review. Upon successful completion of your Board of Review you will have finished your Trail to Eagle!

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_____ The signed Eagle Application will be returned to the Scout Service Center by the Eagle Board Chair.

_____ Council Registrar will record receipt of the application and send to the National Office for processing. Please note it usually takes six to eight weeks for Old Hickory to get the process application, certificate, and card back from National.

_____ When the Application, Certificate, and Card come back from National, the Council Registrar will contact the Eagle Scout's Scoutmaster to come in and pick up the packet.

_____ Eagle Scout and Troop will then plan the Court of Honor!

_____ The Council Advancement Committee will send requests for congratulatory letter/certificate on a quarterly basis to various officials in our state as well as the President of the US. A flag will be requested from Rep Thom Tillis. These congratulatory items will be sent to the current Scoutmaster and encouraged to be presented at their Eagle Court of Honor.

Eagle Contacts

Blue Ridge District

Project Approval Representative – Scott Smith Scosmith@charter.net

Eagle Board Chairman – Scott Smith Scosmith@charter.net

Seven Rivers District

Project Approval Representative - Danny Ledford Danny@robbyssales.com

Project Approval Representative - Toby Butcher tobybutcher@twc.com

Project Approval Representative - Paul Tombleson BSA@paultombleson.com

Surry County Eagle Board Chairman – Danny Ledford Danny@robbyssales.com

Yadkin/Alleghany Eagle Board Chairman – Toby Butcher tobybutcher@twc.com

Stokes County Eagle Board Chairman – Paul Tombleson BSA@paultombleson.com

Wilkes District

Project Approval Representative - Steve Steele Stevesteele@embarqmail.com

Eagle Board Chairman – Steve Steele Stevesteele@embarqmail.com

Wachovia District

Project Approval Representative – Scott Binkley bink_352000@yahoo.com

Eagle Board Chairman – Jimmy Holder Opiejah@gmail.com

General Help

Council Advancement Chairman – Dr. Barbara Todd barbaratodd@yadtel.net

Council Registrar – Please contact oldhickory.council@scouting.org

Elected Representative Letters – Diane Clinard – kdclinard@gmail.com

Additional Eagle Letters - <http://usscouts.org/eagle/eaglecongrats.asp>

Old Hickory Council Eagle Resources - www.oldhickorycouncil.org/eagles or QR Code above

Guide to Advancement - <https://filestore.scouting.org/filestore/pdf/33088.pdf>

BSA Advancement Resources - www.scouting.org/programs/scouts-bsa/advancement-and-awards/resources/

OHC Eagle Resources

