Date: ________________
Scout Name: ______________________________ Unit#: __________

Project Description:  ______________________________________________________________

_______________________________________________________________

PROJECT CHECKLIST:

_____ Use of Current Eagle Scout Service Project Workbook (October, 2015 or later)
_____ Cover page completed
_____ Proposal Page B completed (Please fill out as completely as possible)

Proposal Page C:
_____ Project description and beneficiary noted (Where and for whom is your Project being undertaken)
_____ Before Pictures attached (If there is to be construction, please include drawings or "blue prints")
_____ Project need is explained (How will this be of value to your beneficiary and/or others?)
_____ Timeline addressed (When do you plan to start your project and how many work sessions will there be?)
_____ Project helpers defined (fellow Scouts, friends, family, community)
_____ Materials noted (detailed list not required but you need to show an understanding of what you will need.)
_____ Supplies noted (Same as for Materials listing)

Proposal Page D:
_____ Tools listed (Same as for Materials listing)
_____ Other needs listed?
_____ Permits and Permissions? (Do you need them and if so, who will secure them?)
_____ Preliminary Costs noted (What do you expect the costs will be and how will you obtain the funds?)
_____ Project Phases noted (only a general plan is expected to show a reasonable idea of the scope of the project)

Proposal Page E:
_____ Logistics noted (How will people and materials get to and from the project)
_____ Safety Issues noted (What could possibly do harm to your workers and how will you handle this?)
_____ Project Planning (A listing of some of the steps you will want in the final plan)

SIGNATURES and DATES:
_____ Candidate's Promise
_____ Unit Leader Approval
_____ Unit Committee Approval
_____ Beneficiary Approval
_____ District Approval
In Preparation to submit your Eagle Application

After you have completed your project and all of your other Eagle requirements:

_____ Call your District representative to check on the procedure to submit your Eagle paperwork. (Bernie Barhorst: 937-778-0369) or berniefb@hotmail.com

Items to include in paperwork:

_____ Use Eagle Application dated 2016 (or later)
_____ Put all paperwork in a 3-ring binder (no loose papers)
_____ Name, Phone #, Unit number, and Two Rivers District on outside cover of binder
_____ Statement of life ambitions and awards received outside of Scouting
_____ Completed Project plans including photos, costs, leadership demonstrated, list of volunteers and hours worked, MSDS sheets, etc.
_____ Project completion signed by Scout, Unit Leader, and Beneficiary

_____ Request letters of reference from your Eagle references listed on the Eagle Application. These can be requested as early as the start of your Eagle Project!
The letters are to be sent to:

Miami Valley Council, BSA; 7285 Poe Avenue, Dayton, Ohio 45414  ATTN: Eagle Reference