

## Cherokee District Eagle Project and BOR Overview

**District Eagle Board Chair:** Randy Smith - Phone: 706-614-7588

Email: [cherokeeeagleboard@gmail.com](mailto:cherokeeeagleboard@gmail.com)

- Before beginning your Eagle Project Proposal, read the BSA "Guide to Advancement" Go to section 9. This section is 9 pages long, and you will want to print it out and keep a copy. It answers all questions regarding the Eagle Scout rank.  
Link to the Guide: <http://www.scouting.org/filestore/pdf/33088.pdf>
- Scouts must first reach the rank of Life and decide on a project. They may begin working on your "Eagle Scout Service Proposal Workbook," pages A-E. Complete these and have them signed and dated by your unit leader, unit committee, and beneficiary. You **MUST** use the **current 2017 workbook** – **older versions are not acceptable**.  
Link to the Workbook:  
<http://www.scouting.org/Home/BoyScouts/AdvancementandAwards/EagleWorkbookProcedures.aspx>
- E-mail the proposal portion of this booklet (**cover through page E**) to the Cherokee District Eagle Scout Board for their review and approval. The email address is [cherokeeeagleboard@gmail.com](mailto:cherokeeeagleboard@gmail.com). Return time is ten days or less.
- Complete Fundraising Page A if any of your funds or materials come from sources other than your Troop, family, the beneficiary or sponsoring institution and send along with your proposal to the same address. Read this resource page to determine if you need to submit a fundraising application: <https://www.nega-bsa.org/ESfundraising>
- After review, the fundraising request is sent by the Eagle Board to the Council Advancement Chair (Charles Daniels) for approval. Allow 7 days for this step. His address is: [ac-council@nega-bsa.org](mailto:ac-council@nega-bsa.org) if you have any questions.

No work or solicitation of funds/materials may begin until the above approvals have been received by the Scout even if materials are donated. After approval, coordinate the work with the beneficiary.

At this point you may begin the **Eagle Service Project**. Take plenty of pictures before, during and after. Follow the guidelines in the Eagle Scout booklet. Everything must be submitted to the board by e-mail. It can be submitted as a *.pdf* or as a *scanned document*. Always remember to keep a hard copy. When the project is complete, all merit badges are earned, and your leadership requirements met, complete your Scoutmaster Conference.

**All Eagle requirements (project, leadership, badge work, and scoutmaster conference) must be completed before your 18th birthday. The board of review may take place no more than 90 days after the candidate's 18th birthday, so be sure to pay attention to any age-related deadlines.**

- After completing all requirements, submit the **Eagle Scout Rank Application** to the **Jefferson Service Center** for approval. You **MUST** use the current application at the link below.  
**Older versions will not be accepted at the service center.**

[http://www.scouting.org/filestore/pdf/512-728\\_WB\\_fillable.pdf](http://www.scouting.org/filestore/pdf/512-728_WB_fillable.pdf)

Contact the Scout Office to schedule an appointment if you need the application signed that day or by a specific date.

- Once Council approval is given, the Council will notify the Eagle Board that the candidate's application has been processed.
- The Board will then contact the Eagle Candidate to schedule a Board of Review.

Please keep these deadlines and procedures in mind when preparing for a Board of Review:

**BOR Request Cutoff:** 1st day of month - later requests may be scheduled the following month

**BOR Date:** The 3rd Thursday of each month

**Location:** Milledge Avenue Baptist Church in Athens

**Time:** Plan to arrive 15 minutes prior to your scheduled time unless otherwise instructed

**Remember:** It is preferred that a Scout be in full Class A uniform for the board of review. It should be as correct as possible, with the badges worn properly. If a uniform is not available, you should be clean and neat in appearance and dressed appropriately for the milestone marked by an Eagle Board of Review.

Please bring **three copies of the Eagle workbook, the signed original Eagle Rank application, any supporting documents and the "statement of your ambitions and life purpose"** as referenced on the Eagle Scout Rank Application. You are required to bring **five unopened letters of reference**. The letters are not returned, per BSA policy, so if you would like a copy of the letters, you should request those directly from your references.

**An adult representative from the troop is expected to accompany the Eagle Candidate to the board.** They should introduce the candidate, help with any questions and show support for the Scout, but cannot attend the review. Parents or family can accompany the Scout to the board of review but should not be present in the room during the review or will be asked to wait outside during the review.

If you would like to have your Scout Handbook available for signature, the Board will be happy to sign that as well, upon successful completion of the BOR.

We have a supply of notebooks, folders, binders, etc. from previous Eagle candidates - if you are in need of supplies let me know and I can make them available for you.

Please contact me if you have any issues or questions.

Randy Smith  
Cherokee District Eagle Board Chairman  
390 Forest Heights Drive  
Athens, GA 30606  
706-614-7588  
[cherokeeeagleboard@gmail.com](mailto:cherokeeeagleboard@gmail.com)

## Project/Proposal Resources for Eagle Candidates

Preparing for the Eagle Scout Rank - <http://nega-bsa.org/advancement/life-scout-whats-next/>

Cherokee District Eagle Information - <http://www.nega-bsa.net/cherokee/Eagle.html>

NEGA Council Eagle Information - <https://www.nega-bsa.org/eaglescout>

BSA Eagle Information - <https://www.scouting.org/resources/guide-to-advancement/eagle-scout-rank/>

Guide to Safe Scouting - <http://www.scouting.org/scoutsource/HealthandSafety/GSS/toc.aspx>

(includes appropriate tool use, project safety and work at elevations)

Project Fundraising Policies & Answers - <https://www.nega-bsa.org/ESfundraising>

Eagle Scout Resources & Court of Honor Ideas - <https://www.nega-bsa.org/ESafterbor>

Eagle Scout Scholarships - <https://www.nega-bsa.org/ESScholarships>

## Examples of review information sent to Scouts submitting a project. Below is a typical review.

Dear \*\*\*\*\*:

The committee approves your Eagle project. Be sure that you submit a fundraising application to the district for approval for fundraising if any of your materials or funds come from sources other than your troop, family, friends, beneficiary, or sponsoring institution. Upon approval, you may then begin fundraising as needed. Send the fundraising form to the Eagle Board at: [cherokeeeagleboard@gmail.com](mailto:cherokeeeagleboard@gmail.com)

You also need to provide your beneficiary with the attached information below before you start if they do not have a copy of the document yet.

You may start your project at any time. We have attached a scan of the project approval by the committee.

The reviewers felt that your project was well thought out and just had a few questions. We feel that you can adequately answer/address their concerns during the actual project process and in the final report. The reviewers thought that these things could help the project, so please add these details to your report.

- The proposal is fairly straight forward and a good project. It is necessary to do the financial form if funds are solicited.
- You can ask businesses for a discount or donation of materials but he cannot ask a business for a cash donation.
- The family is allowed to take on the entire financial responsibility but seeking other sources of support is a great learning process for the Eagle candidate in completion of his project.
- It is a good project. Seems simple enough but it will take a good bit of planning and skill to make it look like it has been presented.
- The concrete in the bottom is a good idea.

Per national scouting rules on projects one they are completed: *The Scout is not responsible for any maintenance of a project once it is completed.*

With that in mind, we suggest that part of the project should be to complete a plan for the beneficiary to keep the project moving and publicized after it is completed and turned over to the county.

- How often do they plan to visit the containers to empty them? Will this be the responsibility of the Oconee County employees or will the Scout Troop take on this responsibility?
- This project as written up includes the first collection and flag retirement ceremony. What about subsequent collections and ceremonies? - It would be a good idea to develop a plan for the beneficiary and future use of the service. It might be good to notify the press for the first ceremony. It would be good advertisement for subsequent public use of the collection site.
- How many flags do they expect to collect in a given time frame?
- It appears these collection boxes will be outside? If so, will the top be sealed well, and the side hole small enough, or have an awning or flap over it so that rain does not collect in the boxes? You would want to avoid having the flags sit in rain water during the collection period. Perhaps a few drain holes at the bottom just in case?

Best of luck on your project and contact us when you are ready for a Board of Review using the procedure below:

For your reference, also please review the following general procedures for the Cherokee District Eagle Board of Review process.

**All written communication with the District Eagle Board should be by email to: [CherokeeEagleBoard@gmail.com](mailto:CherokeeEagleBoard@gmail.com)**

Please copy your Scoutmaster, Eagle Coach, Unit Advancement Chair, and/or other person designated by your unit to assist you with the Eagle process on all emails. To assist us in maintaining privacy, please reference your complete name, unit number, and nature of request in the subject line of all emails. (Example: Xavier Smith/Troop 2356/Project Proposal, or Aaron Adamson/Post 4567/ Board of Review Request).

Once you have completed your project and obtained unit approval, the candidate must submit the Eagle Application to the Council office. Once Council approval is given, the Council will notify the Eagle Board that the candidate's application has been processed. The Board will then contact the Eagle Candidate to schedule a Board of Review.

Eagle Board of Reviews are scheduled for the 3rd Thursday of each month

Request Deadline: 1st day of month – later requests for BORs subject to move to following month

Location: Milledge Avenue Baptist Church in Athens

Time: Plan to arrive 15 minutes before your scheduled time unless otherwise instructed

Remember to: wear Class A uniform, bring original signed application, bring 3 copies of the project workbook and personal statement, bring 5 unopened letters of reference (request a personal copy of the reference, if you want to keep a copy, as BSA policy is to not share reference letters with the candidate).

Good luck on your project and let me know if I can be of further help!

Randy Smith  
Cherokee District Eagle Board Chairman  
(706) 614-7588