

<p style="text-align: center;">Troop 152 Eagle Board of Review Process Troop 152 Internal Eagle Project Board of Review (EPBOR)</p>	<p style="text-align: center;">Date Completed</p>
<p>Before you begin:</p> <ul style="list-style-type: none"> ★ Scout familiarizes himself with the documentation found on the Troop 152's website in the Trail to Eagle section. ★ Scout chooses a Troop Eagle Advisor (EA). Contact the Advancement Chair (AC) or Committee Chair (CC) for the current list. The Eagle Advisor will assist when necessary, but it is the Scout's responsibility to plan, develop, and give leadership to others in a service project helpful to your religious institution, school, or your community. (The project should benefit an organization other than the BSA.) ★ Scout reviews the Eagle Scout Leadership Service Workbook found at: http://www.nesa.org/trail/18-927.pdf, to understand what will be required. ★ Scout explores possible Service Opportunities. ★ Scout reviews all materials found on the Troop Website in the Trail to Eagle section. Pay close attention to the Crosswinds District Board of Review section: http://crosswinds.cary.nc.us/debor/rules.pdf. ★ Scout requests a copy of his Individual Progress Report from the Advancement Chair (AC) or Committee Chair (CC) to verify his any outstanding requirements. This will allow ample time for the Scout to prepare. ★ Scout prepares 5-10 bullets describing (each) Eagle project idea(s). Bullets should include the objective, who will benefit how they will benefit and any challenges for project (funding, review by Wake County, building code issues, special equipment, etc). 	
<p>Troop 152 Internal Board of Review</p> <ul style="list-style-type: none"> ★ Scout contacts Scoutmaster (SM), Advancement Chair (AC) or Committee Chair (CC) to request EPBOR, or through the Troop Website: http://www.troop152.org/contact_us/email_forms/Scout_master_conference.htm. This can be done at any Troop meeting. ★ EPBOR conducted with a minimum of 3 leaders/parents with one reviewer being the SM, CC or EA. The purpose of the EPBOR is to help the Scout focus/clarify/extend project ideas. ★ Scout considers/incorporates comments from EPBOR and has a follow up discussion with SM and EA (if known). If appropriate*, the SM/EA approve the project idea. <p>NOTE: This is an excellent time to request the six required references (Requirement 2). The description of the Reference Letters can be found in the Crosswinds District's document, located at: http://crosswinds.cary.nc.us/debor/EagleReferences.pdf.</p> <p>Expected Time: 30 min for a EPBOR and 7-10 days for follow up discussion with SM/EA. More than one EPBOR/SM/EA discussion maybe required before a project idea is accepted.</p>	
<p>Eagle Advisor (EA) and the Eagle Project Proposal</p> <ul style="list-style-type: none"> ★ Scout works with EA to develop detailed Eagle Project Proposal using: <ul style="list-style-type: none"> ○ <i>Eagle Scout Leadership Service Project Workbook (2008 Version)</i> http://www.scouting.org/filestore/pdf/512-728_web.pdf ○ Crosswinds District Eagle Board of Review Rules http://crosswinds.cary.nc.us/debor/rules.pdf Note: Troop 152 has several examples of completed projects that are excellent references. ★ EA approves draft plan and assigns a Committee Member to review the proposal; this can then be circulated to the SM and other CM's for initial review (first of <u>two</u> reviews). The plan should be <u>as complete as possible</u> prior to this review (e.g., expectation is >90% complete with full plan sketches, work and safety plans, and letter from the recipient if available) <p>The Eagle Scout Leadership Service Project Planning Guide is an excellent reference: http://home.flash.net/~smithrc/eagleprj.htm</p> <p>Expected Time: A Scout should expect to meet with the EA two to three times to draft the project plan. <u>Completing a good plan takes 3 to 4 months</u>. Do not expect the committee to approve a plan that lacks sufficient detail just to make the DEBOR monthly deadline. The Scout must plan accordingly. A time schedule as part of the plan is a useful tool; however it is not required.</p>	

<p>First Review by Committee Member (CM)</p> <ul style="list-style-type: none"> ★ Assigned CM reviews detailed proposal and provides Scout with comments. ★ Informal review by SM, ASM, other CMs can occur as requested by Scout and EA ★ Scout meets with EA to incorporate comments from CM <p>Expected Time: Provide the CM with 1 week to review proposal. Discussion about changes can be done in person or by email. It may take 3 to 4 weeks to get next draft of plan completed.</p>	
<p>Eagle Advisor Final Review and Final Signatures</p> <ul style="list-style-type: none"> ★ Scout and EA review comments from CM and make appropriate changes. ★ Scout completes final draft of proposal. ★ Recipient agrees with proposal <u>via signature</u>. The recipient letter should be part of the proposal by this time. ★ Final Approvals <u>via signature</u> from SM (NOT EA!), followed by CM <u>signature</u>. <p>Expected Time: This step may take several weeks to complete depending on the changes requested by the CM (see above). The proposal should be sent to the SM and CM once it is 100% completed (in the form to be submitted to District Eagle Board or Review [DEBOR]).</p>	
<p>Scout Submits to Crosswinds District Eagle Board of Review [DEBOR]</p> <ul style="list-style-type: none"> ★ Plan is due to DEBOR by the 25th of each month (see Life to Eagle Guide for details) ★ DEBOR's occur second Wed. of each month (the Scout's appointment will be confirmed via phone to the Scout. <u>Make sure the EA also knows what time to meet for the DEBOR.</u> ★ Mock DEBOR by Troop Committee members (optional) ★ Scout and EA attend the DEBOR- plan accepted, rejected or suspended. <p>Expected Time: If the project is submitted by the 25th of the month, the DEBOR will take place the second Wed of the following month. A Scout should be knowledgeable enough about the project such that they do not need to refer to their plan during the DEBOR discussion. Proposals submitted AFTER the 25th are not guaranteed a review, but every effort will be made to review the proposal if possible. Deliver the proposal directly to: Tom Allen 1135 Bert Ct, Cary NC 27511-4707, 919-467-3608. If no one is home, leave 3 identical copies behind the front storm door. Do NOT leave them in the mailbox.</p> <p>The Scout keeps original signatures.</p>	
<p>Scout Completes Project and First Reviews of Eagle Project Report</p> <ul style="list-style-type: none"> ★ Once approved by the DEBOR, the Scout and Troop complete the Eagle Project ★ Scout works with EA on final write up of the Eagle Project. The CM (other reviews optional) will review the first draft, which should be at least 95% complete except for signatures. <p>Expected Time: This step will take 2 to 3 months to complete depending on how quickly the Scout complete the project and finalizes the report.</p>	
<p>Scout and Eagle Advisor Final Project Review and Signatures</p> <ul style="list-style-type: none"> ★ Scout and EA review comments from CM (and other reviewers) and make appropriate changes. Scout completes final Eagle Project Report. ★ Recipient confirms completion of project with <u>signature and letter</u>. ★ EA confirms completion of project <u>with signature</u>. 	
<p>Eagle Scout Application: 2008 Second Printing" This application can be downloaded at: http://www.nesa.org/PDF/58-728.pdf, then complete the PDF online and save it to your PC.</p> <ul style="list-style-type: none"> ★ Scout completes Eagle Application form with assistance from Advancement Chair (AC). Use the Individual History report in TroopMaster to help complete this. ★ Scout schedules a SM conference. SM reviews Eagle Application and project workbook*. SM confirms all is in order via <u>signature</u>. ★ CC <u>signs</u> form once Scout records reviewed and confirmed, and project workbook complete*. ★ Review checklist from the Life to Eagle Guide (A MUST!) as you complete this section ★ www.campdurant.com/Forms/life-to-eagle_guide.pdf (page 16) <p>Expected Time: This step may take up to 1 month to complete depending on the changes requested by the CM. *The Final Project should only go to the SM and CM along with Eagle Scout application for signature once it is 100% completed (ready to submit to DEBOR).</p>	

Scout Submits Eagle Application to Occoneechee Council District Eagle Board of Review

- ★ Plan is due to **Eagle Service Desk** (Council Office in Raleigh) by the 25th of each month (see Life to Eagle Guide for details) - Three identical copies of plan, Eagle application (Always keep your original master plan with signatures. Confirm references are at Service Desk.
- ★ DEBOR's occur second Wed. of each month (this will be confirmed via phone to the Scout). Any issues with the Scout's plan will be communicated to the SM prior to the second Wed.
- ★ Scout and EA attend the DEBOR.

Expected Time: If the project is submitted by the 25th of the month, the DEBOR will take place the second Wed of the following month. A Scout should be knowledgeable enough about the project changes so that they do not need to refer to their project report during the DEBOR discussion.

Safety section of Project Plan: (Version: 20080821 rev08)

*[It is permissible to copy these statements into the project plan and modify as needed. NOTE: This telephone note card or a copy of same **must** be part of the Eagle Project Workbook plan, submitted for review to the DEBOR.]*

Always verify you have the latest version of this document. The online copy, currently found on the District website should always be considered the most current. Any printed copy should always be suspect as outdated.

Location: <http://crosswinds.cary.nc.us/debor/rules.pdf>.

- A working telephone will be onsite and available during all Eagle project work days.
- A note card, no less than 3" x 5" will be onsite at the project worksite(s) and kept with the telephone. This card will have the work location address, clearly printed or typed. For multiple work locations, there shall be one address card for each location. These cards, or a copy of same, must be part of the Eagle Project Workbook plan, submitted for review to the DEBOR.
- A First Aid kit will be onsite and kept in a location with the telephone and location address card.
- Before any worker is allowed to begin working on the project, the project leader will hold a safety meeting and show the location of the telephone, address card and the first aid kit; and explain that if any injury occurs requiring more resources than provided in the first aid kit, the telephone will be used to call ONLY 911, giving the address location on the card. The project leader will instruct all involved that should 911 be called if required.
- If *any* aspect of the project requires penetration of the existing soil grade more than four inches deep, (including digging, drilling, auger, spiking, rebar, etc), a statement will be required in the project plan that states: "At least 48 hours prior to digging, I will contact the applicable One-Call Center to locate any underground public utilities, such as electric, phone, water, gas or cable. In North Carolina call (800) 632-4949." Note: in the RTP area, you can also dial "811". There is no charge for this service. The locates are good for only fourteen days. The project leader might consider taking color time-dated photos of the location marks immediately prior to digging. The project leader *cannot* just take the word of the project recipient that no utilities exist at the project site.
- Any project that requires the use of powered tools, should reference the safety allowances and requirements as outlined in the Council Life to Eagle guide, page 13: <http://ocscouts.org/eagle/pdf/life2eagleguide.pdf>.
- Eagle project plans should NOT contain directions and/or maps to area hospitals. It is beyond the scope and responsibility of the Life scout project leader to provide medical assistance beyond that provided by the onsite first aid kit. The district board does not want a Scout taking the liability or risk of giving incorrect directions to a medical facility. That is the responsibility of local professional EMS personnel. Any medical needs that cannot be handled on the project site should be directed to the cell/land phone on site and the location address card for 911.

Eagle Scout Project Tips

- Put in a table of the estimated people/time/person-hours in project plan
- Make sure pages are numbered
- Add description about how this project enables the Scout to demonstrate leadership
- Make sure the safety plan identifies possible risks and how to prevent them, and that it includes the statement that there will be a (cell) phone with the address of the project location written on a card attached to or accompanying the (cell) phone (see page 3)
- If digging deeper than 4 inches below the surface, plan to call No Cuts in advance.
 - North Carolina One Call 1-800-632-4949 (48 hrs to mark)
 - <http://www2.ncocc.org/ncocc/homepage.htm>
 - Progress Energy -electric- red
 - Public Service- gas- yellow
 - Bell South/TW- cable- orange
 - Town of Cary- water- blue
 - Sewer- green
 - **Don't dig with machines 2.5 ft either side of markings**
- Bring Official Eagle Scout Workbook to gain all signatures in this book and in the Word format.
Be sure to keep the original signature page during the DEBOR! DO NOT leave with the Eagle Board of Review Staff. THE SCOUT ALWAYS KEEPS ORIGINAL SIGNATURES.
- Eagle Scout Workbook (3 types) <http://www.nesa.org/trail/manual.html>
- The Eagle application can be completed ONLINE and printed. Additionally, if your computer has Adobe Acrobat software, you can SAVE the completed application. <http://www.nesa.org/PDF/58-728.pdf>
- **REMEMBER** to bring a photo from your project
- The Life Purpose Statement should include leadership positions inside and outside Scouting (e.g. involvement in Church, Classics Club, soccer, AOSP). Remember that "leadership" is not only being the captain of a team but also includes things such as leading by example and working hard in every practice.