

Great Lakes Council, BSA
Council Advancement Committee
Advancement Committee Policies and Procedures

Eagle Scout Leadership Service Project – District Approval Process

The document includes clarification and actions specific to the Great Lakes Council established by the Council Advancement Committee within the framework of national policy and shall serve as the official procedures of the Great Lakes Council. Publications prior to this release should be discarded.

1. To help improve the scheduling process of Eagle Scout Leadership Service Project reviews and approvals, each district should consider establishing a monthly primary review night such as roundtable, district meeting, before or during which proposed projects will be reviewed. In doing this, unit leaders and Eagle Scout candidates would know in advance a specific time and place when proposed projects are reviewed, and could build the review into their personal activity schedules. Occasionally arrangements will need to be made to accommodate a special circumstance, and district advancement committee members must be available to meet these situations.
2. Even if a district has a regularly established approval time, the Eagle Scout candidate must *still* contact the Eagle Scout Leadership Service Project approval coordinator in your district to set up an appointment time to have his project proposal reviewed. It is recommended that each Eagle Scout candidate utilize the Eagle Scout Leadership Service Project Presentation Checklist available on the GLC Advancement webpage.
3. Each proposed Eagle Scout Leadership Service Project will be reviewed by at least one, but not more than three approved district advancement committee members. All district Eagle Scout Leadership Service Project reviewers must be trained by the district advancement chairperson in the council's approval process.
4. At the initial approval meeting the Eagle Scout candidate is to be accompanied by an adult from his unit other than a parent/guardian, preferably the unit Eagle advisor, who shall serve as an observer in the approval process.
5. The Eagle Scout candidate will present and explain how his proposed project meets leadership requirements. If the reviewer(s) is/are satisfied the Eagle Scout candidate has his proposed Eagle Scout Leadership Service Project in order, the team leader will sign and date *the Eagle Scout Leadership Service Project Workbook* in the appropriate places. At this point the Eagle Scout candidate is free to begin executing the project.
6. If at the end of the review session, the proposed project is not ready to be approved, the Eagle Scout candidate will make written notes as to clarifications, adjustments, expansions, additions, or deletions needed in the proposal. At the end of the session the candidate will read back his notes. When all parties are satisfied that the Eagle Scout candidate understands the needed modifications, all present will sign and date the candidates notes. ***No additions to the plan may be made by the district representative beyond this date.***
7. Upon making all the agreed upon adjustments to his proposed project, the Eagle Scout candidate will communicate this to the district reviewer by telephone, e-mail, or any other means agreed upon at the initial meeting.

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8. If the reviewer is satisfied the Eagle Scout candidate has his proposed Eagle Scout Leadership Service Project in order, he/she will arrange to meet with the candidate, accompanied by a “buddy”, whereupon he/she will sign and date the *Eagle Scout Leadership Service Project Workbook* in the appropriate places.

9. If it becomes apparent the project is not coming together as agreed upon, an additional face-to-face meeting with the original participants may be necessary. Should this be the case, the district advancement chairperson will be asked to mediate the meeting.

10. The district advancement chairperson may not, nor may any member of his/her approval team, require any project proposal to be submitted in any form other than that which is spelled out in the *Eagle Scout Leadership Service Project Workbook* (current edition).