

## Cahokia Mounds District

### Life to Eagle

#### (When and How do I meet with the Eagle Board)

On a Scout's Life to Eagle journey, he will come to the CMD Advancement Committee Eagle Board of Review on two separate occasions.

- The first time is to present his Eagle Service Project Proposal to the Board for review and approval. This approval and signature **is required** before the Scout can begin the actual "Hands-On" portion of the project.
- The second time will be the Scout's final Eagle Board of Review. This review takes place only after all project work, paperwork (Eagle application and project book), and council verification is complete.
  - REMEMBER – Confirm all requirements have been completed before the 18<sup>th</sup> birthday: merit badges, service project, active participation, Scout Spirit, positions of responsibility, and Unit leader conference. Note that the unit leader (Scoutmaster) conference need not be the last item accomplished. The (Eagle) board of review may be conducted after the 18<sup>th</sup> birthday. (Form Guide to Advancement, sec. 9.0.1.1)

The CMD Advancement Committee Eagle Board meets on the second Thursday of every month. At this meeting the committee conducts both Project Reviews and Eagle Board of Reviews. The process for getting on the schedule for the CMD Advancement Committee monthly meeting is outlined below:

#### Eagle Project Review

Tri-Township Park community center / park office.  
410 Wickliffe St, Troy, IL 62294

- **ONLY USE THE CURRENT EAGLE SCOUT SERVICE PROJECT WORKBOOK** (See link at bottom of page two).
- Complete the **Contact Information** and the **Eagle Scout Service Project Proposal (Proposal Pages A through E)** of the Eagle Scout Service Project Workbook. (Make sure you follow the instructions in the Workbook.) **SEE SUGGESTION NUMBER 1, on PAGE 2**
- Sign the Project Proposal on Proposal Page E and then get the signature (approval) of your Unit Leader, your Unit Committee representative, and the Beneficiary of the project. (Typed names will not be accepted; however a signature with a type or printed name for clarity is fine.)
- Deliver the **Contact Information** and the **Eagle Scout Service Project Proposal** sections to the Scout Office located at **335 West Main Street, Belleville, IL 62220** and give to the Registrar.

#### \*\*\*\*\*IMPORTANT\*\*\*\*\*

- Project Proposals that are turned in during a given month will be scheduled for review at the next Months Advancement Committee Eagle Board. The paperwork **MUST** be turned in on or before the Council's last **business** day of the month in order to be scheduled for the next month's review. For example:
  - A Scout who turns in his completed and signed Project Proposal to the Council on November 30 will have his project review on the second Thursday in December.
  - A Project Proposal that is turned in on December 1 will have his project review on the second Thursday in January.
- The Scout will receive a phone call (or e-mail) from the Advancement Committee on the Sunday evening before the Eagle Board's scheduled date. The purpose of the call is to schedule a time for the project review and to give the Scout and opportunity to ask questions.
- The Scout should tell his Scout Master and/or Troop Representative the time of the review so that a leader or leaders from the unit can be in attendance with the Scout. **Parents are welcome to attend the Project review but are not required.**

## Eagle Board of Review

Tri-Township Park community center / park office.  
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- The Scout completes the remaining sections of the Eagle Scout Service Project Workbook, the Eagle Scout Application, requests reference letters as outlined in requirement #2 of the application (letters are sent to the Council Office NOT to the Scout or the Troop), hand has prepared a statement of his ambitions and life purpose as outlined in the NOTE: under requirement #6 of the application.
- The Scout signs the completed workbook on the Project Report Page C and gets the signature (approval) of the Beneficiary and the Unit Leader. (Typed names will not be accepted; however a signature with a typed or printed name for clarity is fine.)
- The completed and signed Project Workbook, Eagle Application and ambitions / life purpose letter must be taken to the Scout Office located at 335 West Main Street, Belleville, IL 62220 and given to the Registrar.

### \*\*\*\*\*IMPORTANT\*\*\*\*\*

- Completed Eagle Applications / Project Workbooks turned in during a given month will be scheduled for review at the next Months Eagle Board. The paperwork MUST be turned in on or before the Council's last business day of the month in order to be scheduled for the next month's review. For example:
  - A Scout who turns in his completed Eagle Application / Project Workbook to the Council on November 30 will have his project review on the second Thursday in December.
  - A completed Eagle Application / Project Workbook that is turned in on December 1 will have his project review on the second Thursday in January.
- After the last business day of the month, the Eagle Application / Project Workbook will be collected from the office by the Advancement Committee.
- The Scout will receive a phone call (or e-mail) from the Advancement Committee on the Sunday evening before the Eagle Board's scheduled date. The purpose of the call is to schedule a time for the project review and to give the Scout and opportunity to ask questions.
- The Scout should tell his Scout Master and/or Troop Representative the time of the review so that a leader or leaders from the unit can be in attendance with the Scout. Parents are encouraged to accompany the Scout to his final Board of Review; however, parent may not sit in during the actual Board of Review.

### Suggestions:

1. When the Scout turns in his Project Proposal for review it is very helpful (and appreciated by the Board) to have **pictures, diagrams, maps, and other visual or written aids to help reviewers understand the project.**
2. Give enough detail in the Project Review so a reader can understand what you are planning to do for the beneficiary.
3. The Eagle Project Workbook and Eagle Application can be found at the Greater St. Louis Area Council website (link given below).

<https://stlbsa.org/achievement/advancement/eagle-scouts/>