

Advancement Policies and Procedures



**Cherokee/Pickens District
Atlanta Area Council, BSA**

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Active in the Unit

As long as the Scout is active for six months after becoming a Life Scout, it is not required that he be active for the six month period immediately preceding his board of review for Eagle. Units may not modify the requirements to require a Scout to be active for a consecutive six-month period, or require that the period must be immediately before the board of review.

When it is apparent that a Scout's participation has fallen below that deemed acceptable by the unit leadership, the Scout should be contacted by the unit leadership and urged to resume participation in unit activities. He may be reminded that Scouting is a participatory organization and his lack of participation will negatively affect the unit and the other Scouts. However, as long as his unit registration fees are current, he has not been dismissed from the unit for disciplinary reasons, and the unit leadership has regularly engaged him, he is considered to be active in his unit.

Scout Spirit

Scout spirit is defined as the Scout living by the Scout Oath and Law in his everyday life. A Scout can be reminded, if necessary, that the term "everyday life" includes his activities in Scouting. A Scout who is a disciplinary problem in Scouting activities can fail to meet this requirement regardless of his performance in activities outside of Scouting.

When determining whether a Scout is living by the Scout Oath and Law in his everyday life, it is important to realize that the Scout is human and may make mistakes, just like his unit leaders and those who will sit on his board of review. It is unreasonable to expect perfection, yet at the same time, if there are continuous concerns in this area, it is possible for a Scout to fail to meet this requirement.

If an Eagle candidate is told that he fails to demonstrate Scout spirit in his everyday life, it is commonly found that the unit should have dealt with the issue earlier – usually several ranks earlier. A Scout who is not trustworthy or obedient usually doesn't develop this problem just prior to the Eagle board of review. To postpone dealing with the problem until it becomes imperative to do so at the Eagle board of review is a disservice to the Scout. However, the fact that it wasn't dealt with does not exempt the Scout from fulfilling this requirement for Eagle.

Positions of Responsibility

If a Scout serves actively in one or more of the positions listed in requirement five for the Eagle rank for six months as a Life Scout without being removed from the position, the unit must give the Scout credit for fulfilling the requirement, even if the Scout was not effective in the position. Fulfilling this requirement is not dependent on how effective the Scout is as a leader, only that he served actively in the position. Nothing in this statement should be construed as preventing unit leadership from removing a Scout from a position of responsibility prior to the completion of the required term if the Scout is not performing at a minimally acceptable level.

The traditional way that the position of responsibility requirement is fulfilled is by serving in one position for the entire six months. A Scout may also fulfill this requirement by serving in more than one position. All service counting for this requirement must take place after earning the Life rank.

Eagle Scout Leadership Service Project

Process

The Eagle Scout Leadership Service Project must be approved by the District Advancement Committee before any work on the project commences. Projects are reviewed at the monthly District Advancement Committee meetings or by special appointment arranged well in advance with the District Advancement Chair. For a project to be reviewed, the District Advancement Chair must be notified by the Scout no later than seven days before the District Advancement Committee meeting. The 2009 project workbook (BSA publication #512-927), along with two copies, are then due to the District Advancement Chair prior to the start of the District Advancement Committee meeting. All projects will be reviewed by at least one member of the District Advancement Committee, in the presence of the Scout. The Scout must appear in complete uniform appropriate to his program or his project will not be reviewed. For Boy Scouts and Varsity Scouts, this means shirt with correct insignia, pants/shorts, belt, socks, shoes, and merit badge sash with correct insignia. Venturers must wear the Venturing uniform shirt. Specific pants are not required for Venturers, but blue jeans are not acceptable. Any questions regarding the correct placement of insignia should be directed to the current BSA Insignia Guide (BSA publication #33066).

Approval

The District Advancement Committee has very high standards. The project workbook should detail the project so thoroughly and completely that another Life Scout could complete the project without any questions. To ensure that the high standards required of an Eagle Scout Leadership Service Project are met, a checklist, which can be found at the end of this document, will be used in approving the project. Power tool usage is not restricted to adults. Power tools may be used by anyone at least Boy Scout age, with the exception of chainsaws and wood chippers. If the project plan is approved, the District Advancement Committee will retain one copy for its records. Once approved, the project may not undergo any significant changes without the prior approval of the District Advancement Chair. The District Advancement Chair is the authority on what constitutes a significant change. If the project is not approved, the Scout will be told what he needs to change in order to make the project plan acceptable. The Scout can then resubmit the project to the District Advancement Committee for review according to the policies and schedule above. If a Scout whose project was not approved feels that his project should have been approved, he may appeal to the District Advancement Chair. The District Advancement Chair will then review the project and make a final approval decision.

There is no minimum or maximum number of hours required for a project to be approved. However, the project should be of sufficient scope and duration for the Scout to clearly demonstrate effective leadership.

Eagle Scout Application

The 2009 version of the Eagle Scout Application (BSA publication #512-728) must be used.

Eagle Scout Board of Review

Purpose

The purpose of the Eagle Scout board of review is to determine whether or not the Scout has met all of the requirements for the rank of Eagle. The board should ensure that the Eagle Scout Leadership Service Project was carried out successfully. This includes ensuring that the candidate demonstrated leadership (including minimal family involvement), that he directed the project rather than doing all of the work himself, that the project was of value to the benefiting organization, that there were no significant deviations from the plan, and that all other project requirements were met as outlined on pages 2-3 in the Eagle Scout Leadership Service Project Workbook (BSA Publication #512-927).

The board should be assured of the Scout's participation in and understanding of the Scouting program. Furthermore, the board should attempt to determine the Scout's attitude toward and acceptance of Scouting's ideals. The board should make sure that a good standard of performance has been met in all phases of the Scout's life. A discussion of the Scout Oath and Scout Law is in keeping with the purpose of the review. The board should also be assured that the Scout recognizes and understands the value of Scouting in his home, unit, school, and community. As part of the review, the Scout's statement of ambitions and life purpose should be discussed.

Scheduling

Eagle Scout boards of review are conducted at the monthly District Advancement Committee meetings. The Eagle Scout board of review must be completed within 90 days of the Scout's 18th birthday. Boards of review must be scheduled by the Scout with the District Advancement Chair no later than 14 days before the District Advancement Committee meeting. Once the board of review is scheduled, the District Advancement Chair will verify that he has received a copy of the Scout's approved and verified Eagle Scout Application and project workbook from the council.

Reference Letters

A minimum of five reference letters must be submitted directly to the District Advancement Chair from the authors in sealed envelopes at least seven days prior to the board of review. In the event that one or more reference letters are not received by the District Advancement Chair by this date, those references will be contacted by the chairman of the board of review by phone. Once the board of review is complete, the chairman of the board of review will retain the reference letters until the Eagle Scout Service certifies the application, after which time the letters will be destroyed. In accordance with national advancement policies and procedures, reference letters will only be read by members of the board of review and will not be returned to the Scout.

Project Verification

Prior to convening the board of review, the chairman of the board of review will verify the completion of the Eagle Scout Leadership Service Project. It is best if the chairman has a chance to view the completed project. If this is not feasible, the chairman should contact the representative of the benefiting organization to discuss the merits of the project.

Composition

The board of review will consist of no fewer than three and no more than six members, all of whom must be at least 21 years of age. The Scout's unit may choose up to three of the members. The Scout must not have any input into the members of the board of review. Members do not have to be registered in Scouting, but they must have an understanding of the importance and purpose of the Eagle board of review. At least one member will be from the District Advancement Committee. That member will serve as chairman of the board of review. If possible, a community leader should be a member of the board of review.

Process

The Scout must appear with his Boy Scout Handbook on time and in complete uniform appropriate to his program or he will not be granted a board of review. For Boy Scouts and Varsity Scouts, this means shirt with correct insignia, pants/shorts, belt, socks, shoes, and merit badge sash with correct insignia. Venturers must wear the Venturing uniform shirt. Specific pants are not required for Venturers, but blue jeans are not acceptable. Any questions regarding the correct placement of insignia should be directed to the current BSA Insignia Guide (BSA publication #33066). The Scout must be presented to the board of review by one of his unit leaders (Scoutmaster, Assistant Scoutmaster, Advisor, Associate Advisor, Team Coach, Assistant Team Coach, Skipper, or Mate). The unit leader may be present during the board of review if requested by the Scout. However, the unit leader may not ask any questions nor can the unit leader vote on the outcome of the board of review. Under no circumstances may a relative of the Scout, including a unit leader, be present in the room during a board of review.

An Eagle Scout candidate may have only one board of review. Board of review decisions must be unanimous. If a positive, unanimous decision is not reached, two possibilities exist. If the Scout's 18th birthday is not imminent and the board of review feels the Scout needs to improve in certain areas within a certain time frame, the board of review may adjourn and then reconvene at a later date and continue the review of the Scout. If this is not the case, then the Scout must be informed of his options for appealing the decision and the proper process for an appeal.

Appeals

Tenderfoot through Life and Eagle Palm Boards of Review

If a unit board of review does not recommend a candidate for Tenderfoot, Second Class, First Class, Star, or Life ranks or for Eagle palms, the Scout or his parent(s) or guardian(s) may appeal the decision to the District Advancement Committee by contacting the District Advancement Chair in writing. The appeal must be signed by the Scout and/or his parent(s) or

guardian(s), and must set forth in detail the reasons for the appeal. If the District Advancement Committee finds in favor of the Scout, the decision is final. If the District Advancement Committee does not find in favor of the Scout, he or his parent(s) or guardian(s) may appeal the decision to the Council Advancement Committee. Appeals to the Council Advancement Committee must be made in writing, signed by the Scout and/or his parent(s) or guardian(s), and must set forth in detail the reasons for the appeal. If the Council Advancement Committee finds in favor of the Scout, the decision is final. If the Council Advancement Committee does not find in favor of the Scout, he or his parent(s) or guardian(s) may appeal the decision to the National Committee. Units have no right to appeal a decision on behalf of the Scout.

Eagle Boards of Review

If a board of review does not recommend an Eagle Scout candidate for the rank of Eagle, the Scout or his parent(s) or guardian(s) may appeal the decision. Appeals must be made to the Council Advancement Committee in writing, signed by the Scout and/or his parent(s) or guardian(s), and must set forth in detail the reasons for the appeal. If the Council Advancement Committee finds in favor of the Scout, the decision is final. If the Council Advancement Committee does not find in favor of the Scout, he or his parent(s) or guardian(s) may appeal the decision to the National Committee. Units have no right to appeal a decision on behalf of the Scout.

Eagle Scout Application

If a unit leader does not recommend a Scout for an Eagle board of review, or if a unit leader or the unit committee refuses to sign the Eagle Scout application, the Scout or his parent(s) or guardian(s) may appeal the decision to the District Advancement Committee by contacting the District Advancement Chair in writing. The appeal must be signed by the Scout and/or his parent(s) or guardian(s), and must set forth in detail the reasons for the appeal. If the District Advancement Committee finds in favor of the Scout, the decision is final. If the District Advancement Committee does not find in favor of the Scout, he or his parent(s) or guardian(s) may appeal the decision to the Council Advancement Committee. Appeals to the Council Advancement Committee must be made in writing, signed by the Scout and/or his parent(s) or guardian(s), and must set forth in detail the reasons for the appeal. If the Council Advancement Committee finds in favor of the Scout, the decision is final. If the Council Advancement Committee does not find in favor of the Scout, he or his parent(s) or guardian(s) may appeal the decision to the National Committee. Units have no right to appeal a decision on behalf of the Scout.

Process

Upon receipt of an appeal, the District Advancement Committee will provide for a prompt review to determine the facts. All parties must be interviewed or written statements obtained. Confrontations between parties must be avoided. Since the appeal review is not another board of review, only a simple majority of those hearing the appeal is required for a decision to be reached. A written report setting out all details of the appeal and the reasons for the District Advancement Committee's decision will be prepared and forwarded to the council Scout Executive. A copy will be furnished to the Scout bringing the appeal.

Eagle Scout Leadership Service Project Approval Checklist

Cherokee/Pickens District

Scout's Name: _____ Phone: _____ Date: _____

Email: _____ Unit Type: Crew Ship Team Troop Unit Number: _____

District Reviewers: _____ and _____

Administrative: These MUST be completed prior to beginning the District Project Review.

- Scout dressed in complete uniform?
- Using latest Eagle Scout Leadership Service Project workbook?
- All information is legible?
- Name of benefiting group, telephone number, and address is shown?
- Name, title, and phone number of representative of the benefiting organization?
- Correct name, address, and phone number of Scout?
- Correct name, address, and phone number of unit leader?
- Correct name, address, and phone number of unit committee member?
- Date concept was discussed with unit leader is shown?
- Original and two copies of signed project workbook and attachments provided?
- Approval signatures (must be original):
 - Benefiting organization
 - Unit leader
 - Unit committee representative

Project Description:

- Description of the project is brief, specific, accurate, and complete?
- Does the benefiting group qualify?
- Complete description of benefit provided to the group identified?

Planning Details:

- Complete description of the present condition? (*pictures, maps, drawings, sketches as appropriate*)
- Methods used to complete the project:
 - How will the project work be organized?
 - Are step-by-step instructions detailed and complete?
 - Are there sufficient opportunities for the Scout to demonstrate leadership?
- Materials required for the project:
 - Complete list of necessary materials? (*type, amount, and cost of materials*)
 - Where will the Scout secure the materials? (*stores, organizations, benefiting group, etc.*)
 - How much will the materials cost?
- Tools required for the project:
 - Complete list of all the necessary tools?
 - Where will the Scout secure the tools? (*self-provided, Scout unit, benefiting group, etc.*)
- Supplies required for the project:
 - Complete list of all necessary supplies? (*trash bags, paper products, first aid kit, water, etc.*)

- ___ Where will the Scout secure the supplies? (*self-provided, Scout unit, benefiting group, etc.*)
- ___ People necessary to complete the project:
 - ___ Will people with special skills be needed? (*construction, carpentry, electrical, etc.*)
 - ___ Number of youth and adults listed?
 - ___ Where does the Scout plan to get the people? (*Scout unit, friends, schoolmates, family, etc.*)

FAMILY CONTRIBUTION SHOULD BE VERY MINIMAL

- ___ Time schedule:
 - ___ Youth and adult hours are estimated reasonably for the work described?
 - ___ Has the Scout set a realistic timeframe for working on the project?
 - ___ Is there a contingency plan in case the dates don't work out? (*inclement weather etc.*)

- ___ Financial plan:
 - ___ How will materials, tools, and supplies be paid for?
 - ___ If fundraising is required, has it been accounted for in the project timeframe and does it meet BSA fundraising guidelines?
 - ___ Is there a contingency plan in case funding or donations are not sufficient?

- ___ Safety considerations to address:
 - ___ Will qualified adult supervision be present? (*two-deep leadership, Youth Protection trained?*)
 - ___ Hazards involving the worksite, materials, tools, and weather? (*including sun/rain protection, power tools, etc.*) The Guide to Safe Scouting may be useful here.
 - ___ Availability of first aid supplies and access to emergency services? (*phone present?*)
 - ___ Food and water provided? (*will those neglecting to bring water have access to it?*)
 - ___ Restrooms and / or wash facilities available? (*if not, do they need to be?*)

- ___ Is the work site location clearly defined?
- ___ Is there a plan to get workers to and from the work site?
- ___ Plan is sufficiently detailed and complete that another Life Scout could use it to complete the project in the Scout's absence without any additional information from the Scout?
- ___ Project, if carried out according to plan, is sufficiently large to clearly demonstrate the Scout's leadership skills?
- ___ Project, if carried out according to plan, does not appear to be too large in magnitude?

___ **Project approved?** (*if not, ensure the Scout has a complete understanding of what needs to be added/changed*)

Approval Signatures: _____ **and** _____

Date: _____

A copy of this approval form should be archived with a copy of the approved project