

Eagle Project Evaluation

Criteria for approval of a Life Scout's Eagle Service Project plan is whether it represents a Scout's best effort in planning a valid service project, having sufficient breadth and depth to demonstrate the Scout's leadership of others. It is required that the Eagle Service Project Workbook is used as given, following the directions provided in it. The following checklist is meant to be used as a **guide** in determining whether the Life Scout satisfied these criteria. These questions come from many Troop 50 Committee reviews and each has formed the basis of at least one Life Scout having to revise his Workbook before it is approved.

Checklist

- The item is present
 The item needs to be done or done better.
 The item is either sufficient or not needed.

Workbook

Workbook usage:

- Is the current Eagle Project Workbook used? (This can be found at: <http://www.bsa.scouting.org/boyscouts/eagleproject/packet.rtf>)
- Has the workbook been used without modification (font, ordering, given text, ...), except by attachments?

Page 1: Names and addresses

- Is the information correct?
- Do addresses include city, state and zip code?
- Do phone numbers include the area code?

Page 2: Conceptualization

- Is the project description present?
- Does the project description fully describe what is being done? (Not how.)
- Is the project a valid BSA Eagle Project?
 - Benefits all or part of the local community.
 - Not maintenance or routine work.
 - Not a fund-raiser.
 - Not for a business.
 - Not for BSA.

- Is the sponsoring beneficiary clearly identified?
- Is the beneficiary's address correct?
- Is the benefit clearly stated?
- Was the concept discussed with the Scoutmaster?
- Is the representative of the sponsoring organization accurately identified?
- Was the concept discussed with the representative?
- Was the concept discussed with the Scoutmaster before the sponsoring representative?

Page 3: Project Planning

- Does this page only show signatures and "see attachments?"
- Did the sponsoring representative review the project plan?
- Did the representative suggest changes?
- Were suggested changes incorporated into the plan?
- Did the Scoutmaster review the project plan?
- Did the Scoutmaster suggest changes?
- Were suggested changes incorporated into the plan?
- Did the Scoutmaster review it after the sponsor's representative?

Detailed Project Plan***Detailed Project Plan attachment:***

- Is the detailed project plan given as an attachment?
- Is the following information easily identified in the project?

"Before" Photographs

- Are "before" photographs present?
- Does each picture have a caption or description?

Present condition

- Is the present condition clearly stated?
- Is the statement of present condition current?

Method

- Does the method clearly state what is going to be done?
- Does the method clearly state how the project will be carried out?
- All needed drawings are present?
- Are drawings complete, such that someone else could complete the project with the same results?

Materials and Equipment

- Is a materials list present?
- Does the materials list itemize all the necessary materials?
- Is the size, quantity, unit cost and total cost of each item listed?
- Is an equipment list present?
- Is the equipment list complete?
- Is size, quantity, unit cost and total cost of each piece of equipment listed?

Funding

- Is the funding of the project clearly stated?
- Does the funding meet BSA guidelines?
- Has approval for fund-raisers been approved by local Council?

Project helpers

- Is there a clear statement as to who will help with the project?
- Is there a clear statement as to how many total people will be needed for the project?
- Are younger Scouts helpers?

Schedule

- Does the schedule include planning?
- Does the schedule include the approval process?
- Is the schedule broken down into tasks?
- Are the tasks correctly ordered?
- Are all the tasks necessary to do the project clearly identified?
- Is the estimated number of helpers for each task identified?
- Are the estimated number of helpers for each task reasonable, not too few or many?
- Is the estimated duration of effort identified for each task?
- Is the estimated duration reasonable, not too short or too long?
- Are the total hours for each task identified?
- Are the tasks the right size?
- Are the total hours for the project identified?
- Does the project schedule give an estimated start?
- Does the project schedule give an estimated completion?
- Are contingencies, such as weather, part of the plan?
- Does the time of completion meet the sponsoring beneficiary's expectation?

Safety

- Does the project plan follow the BSA Safety guidelines, Guide to Safe Scouting? (This can be found at: <http://www.bsa.scouting.org/pubs/gss/>)
- Is "Two Deep Leadership" being observed?
- Is an MSDS (Material Safety Data Sheet) provided for each material that does not have a clear usage label? (These can be found at: <http://www.msdssearch.com>)
- Is OUPS being called to mark underground utilities for all below ground work?
- Is appropriate instruction and training provided?
- Are all the risks clearly identified?
- For each risk, is a preventative measure identified?
- For each risk, is a remedy identified?
- Does the equipment list include all safety equipment?

Troop 50 distinctives:

- Will leadership be demonstrated to the younger scouts in the troop?
- Plaque or label "Boy Scout Troop 50 Eagle Project", "your name here", "month and year here"
- Are letters requesting funds attached?
- Is there a letter from the sponsoring organization, stating need, benefit and needed completion date?
- Is a time and participation log being kept for all activities?
- Is an expense log being kept for all purchases and donations?