

Appendix A – The GSC Eagle Process

Introduction

The Garden State Council (GSC) Eagle Process defined here is intended to provide details about items delegated to the local council by the National Advancement Team (NAT) in the Guide To Advancement (33088). It does not replace or alter actions mandated by the NAT. The nationally defined process shall take priority over the GSC process defined here when the two conflict.

Eagle Scout Project Proposal

- A. The candidate working toward the rank of Eagle shall deliver his Eagle Scout Project Proposal to a designated agent for the district advancement team.

District	Designated Agent
Baysea	District Advancement Co-Chair
Mahalala	Rowan Resource Center
Old Colony	District Advancement Chair
Quakesen	Rowan Resource Center
White Horse	Rowan Resource Center

- B. The proposal shall use the Eagle Scout Project Workbook and present the project concept in a business-like fashion to the reader.
- C. The district advancement team shall evaluate the proposal against the following criteria:
1. The proposal provides sufficient opportunity to meet the Eagle Scout service project requirement.
 2. The proposal appears to be feasible.
 3. Safety issues will be addressed.
 4. Action steps for further detailed planning are included.
 5. The candidate is on the right track with a reasonable chance for a positive experience.
- D. The district advancement team is prepared to meet informally with the eagle candidate if requested in order to minimize re-work of a proposal for a project with a challenging schedule. The meeting's goal is to assure sufficient detail is provided in the proposal to approve or disapprove it.

Note: The time and place of a requested meeting depend on the availability of the district advancement team members and the eagle candidate. It remains the responsibility of the candidate to allow sufficient time in the worst case to gain proposal approval from the district.

- E. The district advancement team shall communicate to the candidate its approval or disapproval of the project within four weeks of the project proposal being delivered to the designated agent of the district advancement team.
- F. The GSC Eagle Scout Processing Agent shall be provided with the project title and the information on proposal page B of an Eagle Scout Service Project Workbook by the district advancement team when the proposal is approved.

District	Method
Baysea	Email or hardcopy to Eagle Scout Processing Agent
Mahalala	Email or hardcopy to Eagle Scout Processing Agent
Old Colony	Email or hardcopy to Eagle Scout Processing Agent
Quakesen	Email or hardcopy to Eagle Scout Processing Agent
White Horse	Email or hardcopy to Eagle Scout Processing Agent

Note: The candidate should choose a descriptive title for the project because it will appear as the project name in requirement 5 of the Eagle Rank Application. This short phrase is how a project is typically known outside the unit. For example, a title such as “Building A New Exercise Yard At The Animal Shelter” is preferred over “Scout Smith’s Eagle Project”.

- G. A reviewed proposal shall be made available for pick-up from the designated agent of the district advancement team.

Eagle Project Planning And Implementation

- H. The district advancement team shall appoint an Eagle Project Coach for each approved project. It is the candidate’s decision whether to engage the coach as an additional project resource.
- I. It is recommended that the unit file a tour and activity plan electronically for the approved project.

Note: One tour and activity plan per project typically is sufficient.

Eagle Scout Package

- J. The candidate shall deliver his Eagle Scout package including his Eagle rank application, his completed project report, and life statement to one of the GSC’s resource centers / offices.
- K. All, some, or none of the letters of recommendation may be included as part of the Eagle Scout package.

Note: It is the responsibility of the GSC to move the Eagle Scout package from the point of delivery to the GSC Eagle Scout Processing Agent.

- L. The GSC Eagle Scout Processing Agent shall check the Eagle Scout package for completeness.

Note: The package consists of the completed Eagle Project Workbook, the Eagle Rank Application, and the Scout's Life Statement. Letters of recommendation are an optional part at this point in the process. The unit may deliver unopened letters to the BOR by other methods.

- M. The project package shall be forwarded to the district advancement team for review before the district calls for a unit board of review.

Note: It is the responsibility of the GSC to move the Eagle Scout package from the GSC Eagle Scout Processing Agent to the district advancement team.

District	Location
Baysea	District Advancement Chair
Mahalala	Rowan Resource Center
Old Colony	District Advancement Chair
Quakesen	Rowan Resource Center
White Horse	District Advancement Chair

- N. Every individual reference writer nominated in requirement 2 of the Eagle Rank Application must be given the opportunity to provided confidential input to the Board of Review.
 - 1. The eagle candidate should provide the nominated reference writer with an evaluation form and a return envelope addressed to the unit leader responsible for advancement. The GSC recommended form can be found as an attachment on the GSC Eagle Scout page (see <http://www.gardenstatescouting.org/eagle-scout>).
 - 2. The return envelope should identify the eagle candidate and the nominated reference writer on the outside.
 - 3. Received responses should remain unopened until delivered to the Board of Review.
 - 4. The unit leader responsible for advancement should monitor responses and attempt to contact non-responding individuals at least one time before the Board of Review and remind them of the scout's request.
 - 5. The unit leader responsible for advancement should arrange for the delivery of the unopened letters of reference to the chairperson at the Board of Review.

- O. The Board of Review must not be delayed or postpone due to the unavailability of letters of recommendation.

Eagle Board Of Review

- P. The district advancement team shall call for the unit to organize an Eagle Scout Board of Review (BOR). The district advancement team shall provide at least one member to represent the district advancement team.

Note: The council recommends a unit level BOR be the norm with the unit providing the BOR's Chairperson. Other members are to be selected by agreement between the district and the unit. A minimum of four members including the chair should be appointed in order to insure the required minimum of three are present for the BOR.

- Q. The BOR chair is responsible for documenting the BOR decision and forwarding it to the Eagle Processing Agent. The District provided member, being more familiar with the Eagle process, can guide and assist in this task.
- R. If an Eagle Candidate is denied rank advancement, the GSC Advancement Committee Chair and the District Advancement Chair shall be carbon copied on the letter from the Board of Review to the candidate that documents its decision in accordance with the Guide To Advancement (33088).
- S. The Eagle Processing Agent is responsible for providing national with Eagle Rank Advancement recommendations by the local Board of Review.
- T. When approved by national, the local Eagle Processing Agent shall prepare and forward a recognition package to the unit leader.

District	Designated POC
Baysea	Scoutmaster
Mahalala	Pickup at Rowan
Old Colony	Scoutmaster
Quakesen	Pickup at Rowan
White Horse	Scoutmaster

The Eagle Project Coach

- U. An Eagle Project Coach shall be a registered adult scouter in good standing.
- V. An Eagle Project Coach shall be current with Youth Projection Training.

W. An Eagle Project Coach shall have submitted a completed BSA application form 512-069 to the GSC Advancement Committee.

X. An Eagle Project Coach shall have completed live training lead by a GSC Advancement Committee approved instructor.

Note: Typically, an eagle candidate and his Coach are registered in different units. An adult scouter from within the candidate's unit is encouraged to provide help and advice as a Mentor.