

Appendix B

Information for Project Beneficiaries

Thank You and Congratulations

Thank you for supporting this Eagle Scout candidate. You are providing the Scout an important opportunity for personal growth as well as a chance to help your organization.

The Eagle Scout Rank and the Leadership Service Project

Service to others is an important part of the Scout Oath: "... to help other people at all times." One of the Eagle Scout rank requirements is to plan, develop, and give leadership to others in a service project helpful to any religious institution, school, or community. Scouts practice what they have learned and gain valuable project management and leadership experience while helping their community.

Typical Projects

There are thousands of possible Eagle Scout projects. Some involve building things and others do not. What is most important is that the Scout leads the project and that the project has a positive impact on your organization and the people it serves. Keep in mind that Scouts are youth who often have limited skills and other demands on their time. Choose a project that can be accomplished under the leadership of your Eagle Scout candidate. To fulfill the requirement, the Scout must be the one to plan and lead the project. Therefore, it is important that you work directly with the Scout and not with the Scout's parents or leaders while always following [Safeguarding Youth](#) policies, the [Scouter Code of Conduct](#), and [Scouting's Barriers to Abuse](#) procedures.

Project Restrictions and Limitations

- **Fundraising** is permitted only for facilitating a project. Efforts that primarily collect money are not permitted.
- **Routine labor**, such as mowing or weeding a church lawn, is not normally appropriate. If "routine labor" is conducted on such a large scale that it requires planning, development, and leadership, it may have sufficient impact.
- **Scouting America:** Projects must not be performed for Scouting America, its councils, districts, units, camps, and so forth. The unit's chartered organization, however, is certainly a good candidate to benefit from a project.
- **Commercial Nature:** Projects are not to be of a commercial nature or for a business, though some aspects of a business operation provided as a service, such as a community park, may qualify. The test is whether the project primarily benefits the community, as opposed to the profits of the business.
- **Maintenance:** Ongoing maintenance of the project, such as watering plants, landscaping, maintaining a website, updating training manuals, etc., is the responsibility of the beneficiary, not the responsibility of the Scout or the Scout's unit.

Approving the Project Proposal and Project Scheduling

You must approve the Scout's proposal. The Scout must use the project proposal form found in the Eagle Scout Leadership Service Project Workbook. Regular communications with the Scout can make this easier. Be sure you have discussed and considered all aspects of the project to ensure your Scout has a clear understanding of your expectations and limitations.

Scouts working toward the Eagle rank are typically busy, so scheduling flexibility may be important. The proposal must also have several additional approvals, besides yours, before project planning occurs and work begins. Therefore, if a proposed project must be completed by a rapidly approaching deadline, it may be a good idea to consider something different. All work must be completed before the Scout's 18th birthday.

Approving Project Plans

After the proposal is approved by the Scouting America local district or council, the Scout must develop a plan for implementing the project. Before work begins, the Scout must fill out the project plan section of the workbook, showing a detailed description of what the Scout will do and how the Scout will do it. The Scout must show the plan to you and the unit leader and get approval to begin work. If, in your plan review, you have any concerns that the project may run into trouble or not produce the results you agreed to in the proposal, ask the Scout to make changes before work begins, so that the project will fulfill the proposal commitment.

Permits, Permissions, and Authorizations

- If the project requires building permits, etc., the Scout needs to know about them for planning purposes. However, your organization must be responsible for all permitting. This is not a duty for the Scout.
- Your organization must approve any contracts. The contracts may not be in the name of Scouting America, the local council, or the unit's chartered organization, unless the chartered organization is the project beneficiary.
- If digging is involved, it is your responsibility to locate, mark, and protect underground utilities as necessary.
- If you need approval from a committee, your organization's management, or a parent organization, etc., be sure to tell the Scout so this can be built into their timeline. If the Scout will need to make a presentation to the committee, management or parent organization, describe to them what will be required before they start work on a project proposal.

Funding the Project

Be sure that you and the Scout both understand how the project will be funded. If your organization will fund the project, in part or in total, the Scout needs to understand the budget. If the Scout is expected to raise funds, you will be asked to approve the fundraising plan. Donations of money, materials, or services must also be pre-approved by Scouting America unless provided by your organization; by the Scout, the Scout's parents or relatives; or by the Scout's unit or its chartered organization. The Scout must make clear to donors or fundraising event participants that the money is being raised on your organization's behalf, and that your organization will retain any remaining funds. If receipts for donations are needed, your organization must provide them. As the beneficiary, you must be able to accept any funds, supplies, or materials that end up surplus to the needs of the project. If your organization cannot accept the funds and does not have an allied organization that can accept them on your behalf, you must tell the Scout now so that the Scout can seek a different beneficiary.

Supervision

To meet the requirement to "give leadership to others," the Scout must be given every opportunity to succeed independently without direct supervision. The Scout's unit must provide adults who are responsible for safeguarding youth, because an Eagle project is a Scouting America activity. The adults will assist the Scout, but your organization should also have someone available if help is needed. The Scout, however, must be allowed to lead the project without adult interference.

Safety

Through the proposal and planning process, the Scout will identify potential risks and outline strategies to prevent injuries or emergencies. Scouts, as minors, cannot be held responsible for safety. Adults must accept this responsibility. Property owners, for example, are responsible for hazards related to their property, employees, or any other individuals. If, during project execution, you have any concerns about health and safety, please share them with the Scout and the unit leaders so that action may be taken. If necessary, you may stop work on the project until concerns are resolved.

Project Execution and Approval

After the project has been carried out, the Scout will ask you to accept the work on the project report portion of the workbook. If the Scout has met your reasonable expectations, you should approve the project. If not, you should ask for corrections. This is not the time, however, to request changes or additions beyond what was originally agreed to in the project proposal that you approved.

The Eagle Scout leadership service project is an accomplishment a Scout will always remember. Your reward will be a helpful project and, more important, the knowledge you have contributed to a young Scout's growth.

Information for Project Beneficiaries (Appendix B) is available for download at scouting.org/advancement.