

Advancement Education

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Introduction to the Eagle Scout leadership service project workbook

Scouts BSA National Advancement Team



This presentation covers only the October 2026 edition of the [Eagle Scout leadership service project workbook](#).

Eagle Scout leadership service project workbook

Introduction to This Presentation

Agenda

- Workbook overview
- Developing this update
- Summary of changes overall and in each major section
- Workbook organization
- Responsibilities of various parties
- More information and questions

Audiences

- Eagle Scout candidates
- Project beneficiaries
- Scoutmasters and their designees
- Unit committee members
- Project reviewers
- Members of Eagle Scout boards of review

Eagle Scout leadership service project workbook

- It is the official tool for documenting Eagle Scout leadership service projects.
- Scouts must use it for:
 - Proposing
 - Planning
 - Reporting
- *Scouts should always use the latest edition of the workbook when they start a project.*



www.scouting.org/programs/scouts-bsa/advancement-and-awards/eagle-scout-workbook/

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Developing This Update

- Volunteer advancement administrators from across the country and Scouting America national staff members produced this edition of the workbook.
- Before work began, the team carefully reviewed hundreds of survey responses from Scouts and Scouters.
- Dozens of Scouts and Scouters reviewed the final draft.
- The team will update the workbook as needed.

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Summary of Changes – Overall

- ✓ “Leadership” is added to the title to stress that both leadership and service are required.
- ✓ A new checklist before the Proposal helps Scouts avoid missing important steps.
- ✓ Formatting changes throughout fix frustrating features of the previous fillable PDF.
- ✓ The team looked at other platforms and decided that a fillable, printable PDF still works best.

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Summary of Changes – Project Proposal

- ✓ More focus on the project's impact and on understanding the beneficiary organization's mission, programs, and services.
- ✓ The Scout is asked to think about why they want to do *this* project.
- ✓ Scouts are encouraged to consider related awards along with their Eagle Scout leadership service project.
 - ✓ Scouting America Distinguished Conservation Service Award
<https://www.scouting.org/awards/awards-central/bsa-distinguished-conservation-service-award/>
 - ✓ Messengers of Peace
<https://www.scouting.org/international/messengers-of-peace/>
 - ✓ Glenn A. and Melinda W. Adams Service Project of the Year Award
<https://nesa.org/awards-and-recognition/service-project-of-the-year-award/>

An Eagle Scout leadership service project may be used as a conservation or Messengers of Peace project if it meets the aims and objectives of that program.

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Summary of Changes – Project Plan

- ✓ The Project Plan is required. The Scout must certify that approval of the plan was obtained from the Scoutmaster and beneficiary before work begins.
- ✓ More emphasis on the candidate's responsibility to *plan* a safe project, even though adults have final responsibility for following the Scouting America SAFE Checklist.
- ✓ The Scout is asked to check Yes or No to show whether a Fundraising Application is needed.
- ✓ The plan asks for more safety detail, such as a first-aid kit and a first-aid specialist.

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Summary of Changes – Project Report

- ✓ The Project Report must be completed, dated, and signed by the Scout before their 18th birthday.
- ✓ The beneficiary and Scoutmaster may sign the Project Report after the Scout's 18th birthday, if necessary.
- ✓ The Scout is asked to reflect more on how the project affected the beneficiary and their own growth and leadership.
- ✓ The workbook explains how Scouts may use AI. Scouts may use AI as a resource, but they must explain how they used it, and the final ideas must be their own.

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Summary of Changes – Appendices

- ✓ The main document has only the core parts of the workbook that the Scout must complete.
- ✓ The appendices are still part of the workbook, and everyone must follow them.
- ✓ Other information is in separate appendices.
 - ✓ Appendix A – Project Roles
Note: The Scoutmaster may delegate some approval or review duties but is still responsible for their quality. The workbook does not repeat this each time a designee may do a task.
 - ✓ Appendix B – Information for Project Beneficiaries
 - ✓ Appendix C – Guide for Adults
 - ✓ Appendix D – Fundraising Application

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Noteworthy Clarifications in the 2026 Edition

- The Project Plan is required.
 - The plan needs enough detail to carry out the project successfully.
 - The Scout must obtain approval of the plan from both the Scoutmaster and the beneficiary representative before work on the project begins.
- A project is complete when
 - All project work is done, and
 - Leftover materials, supplies, or funds have been handled properly, and
 - The Scout has completed, signed, and dated the Project Report.

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Workbook Organization (1/2)

- The main document holds the core of the workbook that every Scout must complete.
 - Project Checklist (new)
 - Introduction (major changes)
 - Contacts (updated)
 - Proposal (updated)
 - Fundraising Application (moved to Appendix D)
 - Plan (updated)
 - Report (updated)

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Workbook Organization (2/2)

Some information has moved to the appendices:

- **Appendix A – Project Roles (new)**
 - Describes the roles of the people involved in a project.
- **Appendix B – Information for Project Beneficiaries (updated)**
 - Introduces the Eagle Scout leadership service project and the beneficiary's role.
- **Appendix C – Guide for Adults (new)**
 - Guidance for adults working with Scouts on a project.
- **Appendix D – Fundraising Application (updated, simplified)**
 - Not required for all projects.

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Eagle Scout Candidate Responsibilities

An Eagle Scout candidate is responsible for:

- Preparing the proposal, plan, and report.
- Getting the proposal approved before starting work on the plan or any fundraising.
- Obtaining approval of the project plan from both the Scoutmaster and beneficiary representative before starting work.
- Making sure at least two registered adults, 21 years of age or older, with current Safeguarding Youth training are present at all times.
- Leading the planning, the work on the project, and getting acceptance from the beneficiary representative and Scoutmaster.
- Completing, signing and dating the Project Report before their 18th birthday, confirming that they proposed, planned, led, and reported on the project as needed to meet Eagle Scout rank requirement 5.

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Scoutmaster Responsibilities

An Eagle Scout leadership service project is a unit activity.

The Scoutmaster of an Eagle Scout candidate is responsible for:

- Working with the Scout to make sure that:
 - The Scouting America [SAFE Checklist](#) is followed in every phase of the project.
 - Proper financial controls are in place for funds raised, received, and spent.
- Reviewing the project plan to ensure it is consistent with unit needs and expectations.
- Reviewing and signing the project report.

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Beneficiary Representative Responsibilities

A beneficiary representative for an Eagle Scout leadership service project is responsible for:

- Clearly explaining the desired project scope and outcomes, and reaching clear agreements with the Scout.
- Getting any permits needed for the project.
- Reviewing the project proposal to make sure it meets the beneficiary's needs and approving it before any fundraising or project work begins.
- Approving the Fundraising Application, if needed, to confirm it is an acceptable way to raise money in the beneficiary's name.
- Providing receipts for donations if requested by donors.
- Reviewing the detailed project plan to make sure it meets the beneficiary's needs and expectations.
- Approving the final Project Report after the project is complete.

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Unit Committee Responsibilities

- Reviewing and approving the project proposal.
- Working with the Scout to make sure that at least two registered Scouters, 21 years of age or older, with current Safeguarding Youth training are present at every project gathering.
- Working with the Scout and beneficiary to agree on how funds raised or donated for the project will be managed.

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For More Information

- See the Guide to Advancement at www.scouting.org/advancement.
 - Section 9.0.2.0 covers the Eagle Scout service project.
- On Scouting, Scouting Wire, and Scouting magazine are official sources of information.
- Other sources, such as unit, district, and council websites, meritbadge.org, and usscouts.org, are not official and may have wrong or outdated information.



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If You Have Questions

- First, read the workbook, its appendices, and the Guide to Advancement carefully.
- Then ask your district or council advancement committee chair.
- If you still have questions, email the Scouts BSA National Advancement Team at advancement.team@scouting.org.

Questions?



Scouting America®

**Eagle Scout
Leadership Service Project Workbook**

Candidate's Full Name

Project Title

