

**NEW EAGLE PROJECT APPROVAL & BOARD OF REVIEW POLICY for CHAPARRAL DISTRICT of
BUFFALO TRAIL COUNCIL**

In order to streamline the process of “Eagle Project Approval” and the “Board of Review” for Eagle Candidates, a New Policy is being instituted for Buffalo Trail Council. EFFECTIVE January 1, 2017, all Eagle Projects will be approved by contacting the District Advancement Chairman:

Lonnie Yee (432-352-8882)

Until further notice, ALL Eagle Boards of Review will be held on the 2nd Sunday of each month, beginning at 2:00pm. Eagle Candidates are scheduled through the District office on a “first come, first serve” basis. All notebooks must be received at the Midland Council office by the Wednesday prior to the scheduled Board of Review.

PLEASE ADHERE TO THE FOLLOWING:

STEP 1: After attaining the rank of Life, you will need to obtain the Eagle Scout Service Project Workbook, which will help plan, develop and provide leadership to others in your service project. The Workbook is available at the District office or may be found online at the national website www.scouting.org. The Eagle Scout Application is also available on this website or at the District office.

STEP 2: Prior to beginning the project, it MUST BE APPROVED by the Troop Leader, the Unit Committee and the benefactor of the project.

STEP 3: Once all 3 approvals (Signatures) have been obtained, then the project should be submitted to **LONNIE YEE**, the District Advancement Chairman. The project **SHOULD NOT** be started prior to approval by the District Advancement Chairman.

STEP 4: Upon completion of the service project and assuming all other requirements for Eagle have been met, the completed workbook application should be brought to the Scout office for processing and verification by our **Advancement Clerk, Eilda Pacheco**. Your individual scouting profile is available upon request for completing the application.

STEP 5: Each scout is required to have a minimum of 5 Reference Letters, preferably one from a minister, teacher, parent, employer (if applicable) and a family friend. It is always better to send out more than 5 requests, to be safe. ALL letters are to be mailed or brought to **Buffalo Trail Council 1101 W. Texas Ave**. The Eagle candidate is NOT to see the letters.

STEP 6: Upon date for Board of Review, the Eagle candidate is responsible for bringing at least one committee member from his troop and 2 other adults. The district will furnish the Council Representative.

The Eagle Candidate is to be in full “CLASS A” uniform.

STEP 7: Once the Board approves the candidate for the rank of Eagle, the signed application AND EAGLE WORKBOOK is taken to the Midland Council Office where the Scout Executive will REVIEW AND SIGN and the application will be sent to the National office for Certification. Once the certificate is received the scoutmaster will be contacted.