



## Eagle Scout Leadership Service Project Checklist for approval / Scissors Tailed District

**Preliminary:** These **MUST** be completed prior to beginning the District Project Review.

- ✓ Scout is dressed in Class "A" uniform.
- ✓ Scout is of the rank of Life
- ✓ Scout Registration is current
- ✓ Scout has used the current Eagle Scout Leadership Service Project Workbook, #512-927 Jan 2021
- ✓ Identification Page complete and in order. (names, addresses, unit number, district, etc.)
- ✓ Project Plan Approval Signatures are in order from all of the following:
  - A: Beneficiary Rep,
  - B: Scoutmaster/Coach,
  - C: Unit Committee Member.

### Project Description

- ✓ Complete description of the project? (Project name, adequate description, etc.)
- ✓ Beneficiary name, telephone, address, etc.
- ✓ Beneficiary group qualifies under BSA requirements.
- ✓ Complete description of the actual *benefit* provided to the group is clearly identified.
- ✓ Unit leader concept discussion and Beneficiary Representative info and discussion date documented.

### Project Details

- ✓ Adequate amount of leadership
- ✓ Present Condition: Complete description including, photos, maps, drawings, or sketches as appropriate.
- ✓ Method used to complete the project:
- ✓ How will the project work be organized?
- ✓ How will the scout demonstrate leadership?
- ✓ What will the scout do if adults take over?
- ✓ Candidate has done his best work in preparation of the project.
- ✓ Project Size: Too big for this candidate. Consider reducing scope of project to a more manageable size.
- ✓ Project Size: Too small for this candidate. Project needs to expand to be considered "an Eagle Project".

### Materials required for the project:

- ✓ Complete list of necessary materials? (*breakdown of the materials and amount of each needed*)
- ✓ Where will the Scout secure the materials? (*retail outlets, organizations, benefiting group, etc.*)

### Resources (tools & equipment) required for the project:

- ✓ Complete list of all the resources necessary? (*tools, electricity, transportation, etc.*)
- ✓ Where will the Scout secure the resources? (*provided by self, friends, Scout unit, benefiting group, etc.*)

## Project Helpers (people) necessary to complete the project:

- ✓ How many Adults ( 2 D Leadership ) 4 Minimum at all times is preferred.
- ✓ List of the number of people needed and when. (*schedule of personnel requirements based on project workload*)
- ✓ Where will helpers come from? (*Scout unit, friends, schoolmates, family, etc.*)

## Time Schedule:

- ✓ Has the Scout set dates for working on the project, and are these dates realistic?
- ✓ What are the contingency plans in case the dates don't work out? (*inclement weather, missing materials, etc.*)

## Cost of the Project:

- ✓ How much will the materials cost? (*estimated*)
- ✓ How will the needed funds be obtained? (*fundraiser, donations, benefiting group, sponsor, etc.*)
- ✓ What will happen to excess funds after project is completed? (*BSA requires excess funds be returned to donors.*)

## Safety Hazards:

- ✓ Hazards involving the worksite, materials, tools, and weather? (*including sun/rain protection, power tools*)
- ✓ How will the scout address safety hazards?
- ✓ Availability of first aid supplies and access to emergency services?
- ✓ Have BSA Medical forms on hand for Scout helpers.
- ✓ Call "Okie" to probe for buried utilities. **1-800-522-OKIE or 811**
- ✓ Use extreme care cutting into existing walls to prevent damaging hidden water lines or electrical wiring.

## Follow through with :

- ✓ What will the scout do if adults take over?
- ✓ Take lots of pictures before, during and after the project work is done.
- ✓ Consider a plaque with your name on it, describing the significance of your "Eagle Project".
- ✓ Write Thank-You notes to volunteers and to contributors.
- ✓ Who will provide water and food? (*Will workers who neglect to bring water have access to it?*)
- ✓ Are restroom and/or wash facilities available? (*If not, do they need to be?*)