

## Checklist for Eagle Scout Project Approval

Scout's Name: \_\_\_\_\_ Phone: \_\_\_\_\_ Unit # \_\_\_\_\_  
Reviewers: \_\_\_\_\_ Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

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

- Scout dressed in Class A uniform?
- Using Eagle Scout Service Project Workbook format?
- Signature of representative from organization to benefit?
- Signature of Scoutmaster, Crew Advisor, or Unit Eagle Coordinator?
- Signature of Unit Committee Representative?

### **Project Description:**

- Complete description of the project objectives? (*project concept*)
- Complete description of the present conditions? (*pictures, maps, sketches, as appropriate*)
- Does the group to benefit qualify according to BSA criteria?

## **PLANNING DETAILS:**

### **Methods used to complete the project:**

- How will the project work be organized and scheduled? (*Who does what and when?*)
- How will the Scout demonstrate leadership?

### **Materials required for the project:**

- Complete list of necessary materials? (*detailed breakdown of materials; quantities and cost*)
- What is the total value of the materials? (*even if donated or supplied by beneficiary*)
- Where will the Scout secure the materials? (*retail outlets, organizations, benefiting group*)
- How will funding to pay for the materials be secured? (*fundraiser, donations, beneficiary*)

### **Resources required for the project:**

- Complete detailed list of all the resources needed? (*tools, electricity, transportation, etc.*)
- Where will the Scout secure the resources? (*provided by self, friends, unit, beneficiary, etc*)

### **Project helpers (people) necessary to complete the project:**

- Estimated total number of people needed?
- Where does the Scout plan to get the people? (*unit, friends, family, schoolmates, etc*)

### **Time schedule:**

- Has the Scout set realistic dates for starting and finishing the project?
- What are the contingency plans in case the dates don't work out? (*plan "B"*)

### **Safety and sanitary considerations:**

- Hazards involving the worksite, materials, tools, weather?
- Provisions to assure that, if applicable, only adults will operate power tools?
- Availability of first aid supplies, trained first aiders, and access to 911?
- Who will provide drinking water?
- Who will provide and pay for food?
- Are restrooms and wash facilities available, if needed?

### **Actions of the District Review Team:**

- Project approved as presented?
- Project approved but additional information needed?
- Presentation of additional information promised before (date) \_\_\_\_\_