



BOY SCOUTS OF AMERICA®  
SOUTH FLORIDA COUNCIL



## ***Life to Eagle Packet***

***Helping Scouts achieve Scouting's highest award.***

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Dear Scout:

Congratulations on achieving your Life Scout rank and you are now ready to begin the journey to Eagle Scout.

The rank of Eagle Scout is the highest rank in Boy Scouts. It represents years of active participation in a scouting unit where the scout has worked to gain skills, earn merit badges and developed as a leader through his fulfillment of his duties in positions of responsibility within his unit. The Scout does not travel this trail to Eagle Scout alone, his fellow Scouts, family, unit leadership, district and Council volunteers all have a role in guiding him to the attainment of the Eagle rank.

The trail to Eagle starts well before the achievement of the Life Scout rank, it begins as the scout works to earn the rank of First Class. The scout, his parents/guardian and the adult leadership of his unit should make themselves familiar with not only the requirements that must be completed but also the time frames required to achieve the Eagle rank before the 18<sup>th</sup> birthday. With rare exception, a scout should never “run out of time.”

The National Boy Scout office designates the process and forms and applications which **must** be used to complete the rank of Eagle. **The Guide to Advancement** is the best reference for the process of advancement. It clearly states, “*No council, committee, district, unit, or individual has the authority to add to, or subtract from, advancement requirements.*” To avoid confusion, this **Life to Eagle Packet** uses the same terminology as **The Guide to Advancement** when discussing what is required versus desired or optional.

**The Guide to Advancement** states “*This publication clearly identifies mandated procedures with words such as “must” and “shall.” Where such language is used, no council, committee, district, unit or individual has the authority to deviate from the procedures covered without written permission of the National Advancement Committee. Recommended best practices are offered using words like “should” while other options and guidelines are indicated with terms such as “may” or “can.”*”

The most recent edition of the Eagle Scout Service Project Workbook and the Eagle Scout Rank Application **must** be used by the Eagle candidate. The South Florida Council Eagle Scout Reference letter form **must** be used.

This **Life to Eagle Packet** explains the process specific to South Florida Council, the intent is to make the process clear to scouts, their parents/guardians, unit leadership and district and Council volunteers.

The Eagle candidate will find that there are some steps, specific to their district, not included here that he must research. These might include items such as day and location of the district Eagle board meetings and the name and to whom and where to address to send Eagle candidate references letters.

This **Life to Eagle Packet** covers the following topics:

- Trail to Eagle Timeline
- Fundraising for Eagle Scout Service Projects and Crowd-funding
- How to obtain Eagle Scout Letters of Reference
- The South Florida Council Eagle scout letter of Reference form
- Competition and submission of the Eagle Scout Rank Application

### **The Trail to Eagle Timeline**

One aspect of achieving the rank of Eagle that is often misunderstood is the timeline that must be considered. While most Scouts and their parents/guardians are aware that the rank of Eagle Scout rank must be completed **before** the age of 18 they are often unaware of the timeline necessary for completing the ranks from First Class to Life.

To progress from the rank of First Class to Eagle the scout must complete a specified term in an approved position of responsibility in his unit, four months from First Class to Star rank, and six months from Star rank to Life, and six months from Life rank to Eagle. The scout must also complete a specified number of Eagle required merit badges and a specified number of approved community service hours to complete the Star, Life and Eagle ranks.

This means that a Scout must complete ranks within a strict time frame. To achieve the rank of Eagle, the Scout must have:

- completed the rank of First class before he is 16 years and 8 month old
- complete the rank of Star before he is 17 years old
- complete the rank of Life before he is 17 years 6 months old
- complete the rank of Eagle by his 18th birthday (the Eagle Board of Review may be completed after his 18<sup>th</sup> birthday)

Because volunteers have busy schedules, the Scout must allow plenty of extra time for each of these ranks to also complete his Scoutmaster Conference and Board of Review by the required dates shown.

Please contact your District Advancement Team for further information. Their contact information is listed on the council website.

### **Fundraising for Eagle Scout Service Projects and Crowd-funding**

Fundraising is **not** a required aspect of the Eagle Scout Service Project, in fact many Eagle Scout Service Projects require minimal sums of money to successfully plan, execute and complete.

If the Eagle Candidate finds that he needs to raise funds for the Eagle Scout Service Project there are several factors he and his parents/guardians should consider including:

- Amount of money needed to be raised
- Timeline for the fundraising
- Fundraising approach ( i.e. car washes, bake sales, yard sales)
- National and local Council rules regarding fundraising

The South Florida Council allows Eagle Scout candidates to use crowd-funding sites to raise funds for the Eagle Scout Service project. When considering the use of crowd-funding, the scout and his parents/guardians should carefully consider the specific policies of the crowd-funding site regarding:

- The percentage of funds retained by the site
- Additional fees such as credit card processing fees
- Dispersal of funds if the goal is not reached or if it is exceeded.

The specific policies vary widely between the various crowd-funding sites and may change, be sure to read the fine print carefully.

For more information read the July 2014 article in Scouting Magazine:

(<http://blog.scoutingmagazine.org/2014/07/21/crowd-funding-sites-eagle-project-fundraising/>)

and the most recent Guide to Advancement section 9.0.2.10 Fundraising Issues.

(<http://www.scouting.org/Home/GuideToAdvancement/EagleScoutRank.aspx>)

The candidate must comply with all requirements for the Eagle Scout Project as stated in the most recent Guide to Advancement and Eagle Scout Project Workbook. (Both documents are available online)The candidate may not start any fundraising, including crowd-funding online, until his project has been approved by the District Eagle Board and a fundraising application has been approved by the South Florida Council.

### **How to get Fundraising approved**

An Eagle Scout Service Project Fundraising Application, which can be found in the Eagle Scout Service Project Workbook must be submitted for:

- Fundraising activities conducted outside of the scouting unit or beneficiary institution
- Fundraising activities expected to raise \$ 1000 or more
- All crowd-funding accounts (internet based fundraising)

Fundraising applications for activities expected to raise up to \$1000 may be approved by the District Advancement Chairman or their designee

Fundraising Activities expected to raise in excess of \$1000 must be approval by the Council Program Director, Cliff Freiwald ([Cliff.Freiwald@scouting.org](mailto:Cliff.Freiwald@scouting.org))

All Fundraising via the Crowd-funding approach (GoFundMe and other sites) must be approved **before any fundraising begins** by the Council Program Director, Cliff Freiwald ([Cliff.Freiwald@scouting.org](mailto:Cliff.Freiwald@scouting.org))

“Fundraising started prior to receiving project approval and/or fundraising application approval can have serious consequences including rejection of the project. (Guide to Advancement 9.0.2.7)

## **Eagle Candidate References**

The Eagle Rank Application requires the Eagle Candidate to provide the names and contact information of 5 (or 6 if currently employed) references. It is wise and courteous to ask these individuals if they will be willing to write a reference before listing their name on the application.

How to obtain reference Letters:

An Eagle Candidate Reference Letter form can be found in this packet.

1. Complete the Eagle Candidates Name and information
2. Address an envelope as shown below, make sure to put a postage stamp on the envelope. Letters of reference should be returned to the district Advancement Chair or designee

Note: Verify in advance if your district requires reference letters be returned to the district Advancement Chair or Eagle Board Chair. Need to add an image of the front of an envelope to guide Scout

3. Bring the form and envelope to each of the people who have agreed to write the letters of references. Explain that they must return the letter by mail, not to the scout. (per Guide to Advancement section 9.0.1.7)



(Print this page on reverse of all Letters of Recommendation)

**Instructions to Scout:** Everyone you listed on your Eagle application in requirement #2 should write a letter of reference. These letters are confidential and should not be returned directly to you. They should be sent in a sealed envelope with your name to your District Advancement Chairperson or District Eagle Board Chairperson. **Be sure to verify who in your district collects these letters.**

**Instructions to Letter of Reference Writer:** This letter of reference should be based upon your personal interaction with the Eagle Scout candidate and should take into consideration your observance of how he exemplifies the points listed below in the Scout Oath and the Scout Law. If you need more space than is provided on this sheet, you may attach additional pages. **The letter should not be given to the Scout.** Please address and send your letter to the mailing address listed below:

\_\_\_\_\_  
Name of District Advancement or Eagle Board Chairperson

\_\_\_\_\_  
c/o <Scouts Name> Letter of Reference

\_\_\_\_\_  
Address of District Advancement or Eagle Board Chairperson

Thank you for taking time to write this letter.

For example, references letters for Eagle candidate John Doe should be addressed to District Advancement or Eagle Board Chair William Boyce as follows:

William Boyce c/o John Doe Letter of Reference  
1910 Baden-Powell Highway  
Irving, TX 12345

**The Scout Oath:**

On my Honor, I will do my best. To do my duty to God and my country and to obey the Scout Law;  
To help other people at all times; To keep myself physically strong, mentally awake, and morally straight.

**The Scout Law:** (A Scout is....)

- |             |                                                                                                                                                                                                                                       |
|-------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| TRUSTWORTHY | A Scout tells the truth. He keeps his promises. Honesty is a Part of his code of conduct. People can always depend on him.                                                                                                            |
| LOYAL       | A Scout is true to his family, friends, Scout leaders, school, nation, and world community.                                                                                                                                           |
| HELPFUL     | A Scout is concerned about other people. He willingly volunteers to help others without expecting payment or reward.                                                                                                                  |
| FRIENDLY    | A Scout is a friend to all. He is a brother to other Scouts. He seeks to understand others. He respects those with ideas and customs that are different from his own.                                                                 |
| COURTEOUS   | A Scout is polite to everyone regardless of age or position. He knows that good manners make it easier for people to get along together.                                                                                              |
| KIND        | A Scout understands there is strength in being gentle. He treats others as he wants to be treated. He does not harm or kill anything without reason.                                                                                  |
| OBEDIENT    | A Scout follows the rules of his family school, and troop. He obeys the laws of his community and country. If he thinks these rules and laws are unfair, he tries to have them changed in an orderly manner rather than disobey them. |
| CHEERFUL    | A Scout looks for the bright side of life. He cheerfully does tasks that come his way. He tries to make others happy.                                                                                                                 |
| THRIFTY     | A Scout works to pay his way and to help others. He saves for the future. He protects and conserves natural resources. He carefully uses time and property.                                                                           |
| BRAVE       | A Scout can face danger even if he is afraid. He has the courage to stand for what he thinks is right even if others laugh at him or threaten him.                                                                                    |
| CLEAN       | A Scout keeps his body and mind fit and clean. He goes around with those who believe in living by these same ideals. He helps keep his home and community clean.                                                                      |
| REVERENT    | A Scout is reverent toward God. He is faithful in his religious duties. He respects the beliefs of others.                                                                                                                            |

## **Completing the Eagle Application**

The Eagle Application must be completed, signatures of the Scoutmaster and Troop Committee Chairman obtained and then “verified” by the South Florida Council prior to the final Eagle Board of Review by the District Eagle Board. The Verified Eagle Application must be brought to the Eagle Board by the Eagle candidate along with his Eagle Project Workbook and Letter of Life Goals and Ambitions.

**The Draft Eagle Application** – Once the Scout reaches the Life Rank and is starting to consider an Eagle Service Project, he should request a “Draft Copy” of his Eagle Application from the Scout Florida Council registrar. This can be done by sending an email request to Lorri Rudasill ([Lorri.Rudasill@scouting.org](mailto:Lorri.Rudasill@scouting.org)) **and** BetteLou Phillips ([BetteLou.Phillips@scouting.org](mailto:BetteLou.Phillips@scouting.org)).

Once the Scout receives his draft copy he should **carefully** review the application for accuracy. All merit badges that have been recording via Internet Advancement should be listed. The Scout should review this listing, if he believes there are merit badges missing he should bring his “blue card” or merit badge card to the Troop Advancement Chairman or Scoutmaster and request assistance in getting the merit badge recorded on Internet Advancement.

**Completing the Eagle Application** – the Eagle Candidate should use only the most recent version of the Eagle Scout Application which can be found at ([www.scouting.org/media/forms.aspx](http://www.scouting.org/media/forms.aspx)). This is a fillable PDF and can be easily completed and then printed out. It is also allowed to be completed by hand but care should be taken that the handwriting is readable.

Once the form has been filled out, the signatures of the Scoutmaster/Unit Leader and Unit Committee Chairman must be obtained. The Applicant should also sign the application.

**Obtaining the Verified Copy of the Application** - The Eagle Applicant should either bring the completed and signed Eagle Application to the Scout Florida Council and request that it be verified by the Council Registrar OR scan and\_email to Lorri Rudasill ([Lorri.Rudasill@scouting.org](mailto:Lorri.Rudasill@scouting.org)) **and** BetteLou Phillips ([BetteLou.Phillips@scouting.org](mailto:BetteLou.Phillips@scouting.org)) and request that it be verified. The Verified Eagle Application will be returned via email to the Applicant. ***Please do not fax the application***, many faxed copies are not legible and cannot be processed.

The Eagle Applicant brings the Verified Eagle Application along with his Eagle Project Workbook and Statement of Life Goals and Ambitions to the District Eagle Board of Review. **(Note, these materials may be requested by the District Eagle Board for review prior to the actual Eagle Board of Review. Check with your district in advance.)** Upon successful completion of the Eagle Board of Review the board members with sign the Eagle Application.

**Submission of the Application** – After successful completion of the Eagle Board of Review, it is the responsibility of the Eagle Applicant to submit the Eagle Application to BettyLou Phillips and Lorri Rudasill at the South Florida Council Office.