

Life to Eagle Scout Trail

Lake Trails South



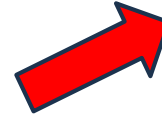
A Scout is Trustworthy, Loyal, Helpful,
Friendly, Courteous, Kind, Obedient,
Cheerful, Thrifty, Brave, Clean and
Reverent



Where to find Eagle Scout Advancement information?

- In the Scouting America Handbook
- On the Eagle Scout Rank Application
- In the [Guide to Advancement](#)
- On the Lake Trails territory website:

scoutingseattle.org/lake-trails/



- On the Chief Seattle Council website:

scoutingseattle.org/advancement/advancement-eagle/

Always use the most recent Project Workbook and Eagle Scout Rank Application which are available on the Council's website. ***Using older forms will cause delays.***

Life to Eagle Scout Trail

Lake Trails South

We will break this discussion into 2 sections:

- 1)The Eagle Scout Service Project
- 2)The Eagle Scout Rank Application



Life to Eagle Scout Trail Lake Trails South

The Eagle Scout Service Project



Be sure to use the most recent Eagle Scout Service Project Workbook. If you use an older version, the district reviewer may require that you redo your proposal on the current form.



Eagle Scout Service Project Workbook



Eagle Scout candidate's full legal name

Please give a name to your project

Current Edition: February 2023
Download from <https://www.scouting.org>

Eagle Scout Service Project Workbook No. 2023a
February 2023

The Eagle Scout Service Project

GTA 9.0.2.0

- ✦ Proposing, conducting and reporting on projects should be a positive experience for the Scout.
- ✦ The focus and energy for the project is meaningful service while practicing leadership skills.
- ✦ Administrative issues are merely supportive of this meaningful service.
- ✦ Only one Eagle Scout candidate receives credit.

Requirement 5 – Eagle Scout Service Project

*“While a Life Scout, **plan, develop, and give leadership** to others in a service project helpful to any religious institution, any school, or your community.”*

- *Be Prepared Tip #1:* Read the workbook! Almost all questions can be answered by reading the workbook. Additionally, your signature on Proposal Page H is your **promise** that you have read the entire workbook, including the ‘Message to Scouts and Parents or Guardians’
- “While a Life Scout” means work on the project—including planning—begins after the Life Scout board of review. It’s okay to discuss project ideas before achieving Life rank.
- “Give leadership to others” means that there needs to be at least 2 people besides the scout involved with the project. “Councils, districts, and units shall not establish requirements for the number of people led, or their makeup, or for time worked on a project.” *[Guide to Advancement 9.0.2.4]*

Req. 5 – Eagle Scout Service Project (continued)

*“While a Life Scout, **plan, develop, and give leadership** to others in a service project helpful to any religious institution, any school, or your community.”*

- **Be Prepared tip #2:** Discuss your project idea with your intended beneficiary, your Scoutmaster and your Troop parent committee. Your Scoutmaster and Troop committee should review your project to determine if it meets the requirements for an Eagle Scout service project and is feasible. They can also help you consider safety issues.
- Although you may begin planning and filling out the Workbook as soon as you earn Life rank, you must get District approval before beginning any work, raising any money, or obtaining any materials.
- **Be Prepared tip #3:** Lake Trails South recommends that you submit your Proposal *at least 30 days* before you want to begin work on your project to give adequate time for the review process.

Req. 5 – Eagle Scout Service Project (continued)

Restrictions and Other Considerations

There are no required minimum hours for a project. No one may tell you how many hours must be spent on it.

- Routine labor is not normally appropriate for a project. This might be defined as a job or service you may provide as part of your daily life, or a routine maintenance job normally done by the beneficiary (for example, pulling weeds on the football field at your school).
- While projects may not be of a commercial nature or for a business, this is not meant to disallow work for community institutions, such as museums and service agencies (like homes for the elderly, for example), that would otherwise be acceptable. Some aspect of a business operation provided as a community service may also be considered; for example, a park open to the public that happens to be owned by a business, but primarily benefits the community.
- A project may not be a fundraiser. In other words, it may not be an effort that primarily collects money, even for a worthy charity. Fundraising is permitted only for securing materials and facilitating a project, and it may need to be approved by your council. See “Eagle Scout Service Project Fundraising Application” later in this workbook.
- No more than one Eagle Scout candidate may receive credit for working on the same Eagle Scout service project.
- Projects must not be performed for the Boy Scouts of America, or its councils, districts, units, or properties.

Eagle Scout Service Project Workbook page 3

Req. 5 – Eagle Scout Service Project (continued)

Leadership

9.0.2.4 “Give Leadership to Others ...”

“Others” means at least two people besides the Scout. Helpers may be involved in Scouting or not, and of any age appropriate for the work. In cases where just three people are not able to conduct a project to the satisfaction of a beneficiary, then more would be advisable. It may be, however, that a well-chosen project conducted by only three provides an impact not achievable with those involving more.

- *“Others” means at least two people besides the Scout.*
- *Two registered adult leaders 21 years of age or over are required at all Scouting activities*

Req. 5 – Eagle Scout Service Project (continued)

Instructions for Preparing Your Proposal -- Meeting the Five Tests of an Acceptable Eagle Scout Service Project

- 1. *It provides sufficient opportunity to meet the Eagle Scout service project requirement.***
Show that planning, development, and leadership will take place; and how the three factors will benefit a religious institution, a school, or your community.
- 2. *It appears to be feasible.*** Show the project is realistic for you to carry out.
- 3. *Safety issues will be addressed.*** Show you understand what must be done to guard against injury, covering all materials, tools, etc which will be used in the project.
- 4. *Action steps for further detailed planning are included.*** Make a list of the key steps you will take for more detailed planning (this refers to the second section of the workbook).
- 5. *You are on the right track with a reasonable chance for a positive experience.***

When completing your proposal, you only need enough detail to show a reviewer that you can meet the tests above. The proposal is only the beginnings of planning. Most of your planning will come with the next step, preparation of your project plan.

Req. 5 – Eagle Scout Service Project (continued)

Project Ideas – Discussion

Do these ideas qualify as Eagle Scout Projects? Why or why not?

- Conduct a pet food drive for the Humane Society by placing collection bins outside a grocery store
- Remove invasive plant species at a local park and replace with native plants.
- Create a 100 ft. section of trail at Camp Edward
- Create fliers to inform about a homeless shelter and solicit donations for the shelter
- Add split-rail fence alongside a trail at a local park.
- Conduct a “Racial Consciousness” forum at a local high school.
- Assemble personal hygiene kits for distribution by a local homeless shelter.
- Create a database of local military service personnel and conduct a letter-writing campaign for troops overseas.
- Restore barked areas at the chartered organization’s property
- Build a wheelchair ramp for an elderly couple

Req. 5 – Eagle Scout Service Project (continued)

Project Ideas – Discussion (continued)

- Conduct a pet food drive for the Humane Society by placing collection bins outside a grocery store. (Needs to be revised, does not provide leadership opportunities.)
- Remove invasive plant species at a local park and replace with native plants.
- Create a 100 ft. section of trail at Camp Edward. Needs to be revised, project cannot benefit Scouting America.)
- Create fliers to inform about a homeless shelter and solicit donations for the shelter. (Needs to be revised, project cannot be a fundraiser.)
- Add split-rail fence alongside a trail at a local park.
- Conduct a “Racial Consciousness” forum at a local high school.
- Assemble personal hygiene kits for distribution by a local homeless shelter.
- Create a database of local military service personnel and conduct a letter-writing campaign for troops overseas.
- Restore barked areas at a chartered organization’s property. (Needs to be revised, comes under “routine maintenance.”)
- Build a wheelchair ramp for an elderly couple. (Needs to be revised, “community” normally does not refer to individuals.)

Req. 5 – Eagle Scout Service Project (continued)

The Eagle Scout Service Project Workbook

3 sections to the workbook: Proposal, Plan, Report

Proposal: after achieving Life rank and before getting approval signatures

Plan: after getting district approval and before doing the project

Report: after project completion and before Eagle Scout Board of Review

- The sections of the workbook do not adjust their size to accommodate the text – only provide enough details needed to explain your project
- Take pictures (if possible) or assemble other before/after documents. Attach as a separate pdf or word document when you submit your proposal
- Be sure to track hours worked (yours and volunteers)
- Use complete sentences. Check spelling, punctuation, and grammar. *The current workbook does not have a “spell check” feature*

Req. 5 – Eagle Scout Service Project (continued)

- Decide on a project idea
- Provide the beneficiary with “Navigating the Eagle Scout Service Project” document
- Complete the *proposal section* of the workbook
- Have proposal reviewed and approved by the project beneficiary
- Have proposal reviewed by your Troop (Scoutmaster and Unit Committee)



Navigating the Eagle Scout Service Project

Information for Project Beneficiaries

Thank You and Congratulations

Congratulations on your selection as an Eagle Scout service project beneficiary, and thank you for the opportunity you are making available to an Eagle Scout candidate. Support from community organizations is important to Scouting—just as important as Scouting's contributions are to the community. Scouts provide important services, and benefiting organizations such as yours provides a vehicle for personal growth.

The Eagle Scout Rank and the Service Project

Service to others is an important part of the Scout Oath: "... to help other people at all times." Each year tens of thousands of Scouts strive to achieve the coveted Eagle Scout rank by applying character, citizenship, and Scouting values in their daily lives. One of the rank requirements is to plan, develop, and give leadership to others in a service project helpful to any religious institution, school, or community. Through this requirement, Scouts practice what they have learned and gain valuable project management and leadership experience.

Typical Projects

There are thousands of possible Eagle Scout projects. Some involve building things, and others do not. There have been all kinds: making birdhouses for an arboretum, conducting bicycle safety rodeos, constructing park picnic tables or benches, upgrading hiking trails, planting trees, conducting well-planned blood drives, and on and on. Other than the general limitations noted below, there are no specific requirements for project scope or for how many hours are worked, and there is no requirement that a project have lasting value. What is most important is the impact or benefit the project will provide to your organization. In choosing a project, remember it must be something a group with perhaps limited skills can accomplish under the leadership of your Eagle Scout candidate. In order to fulfill the requirement, the Scout must be the one to lead the project. Therefore, it is important that you work with the Scout and not with the Scout's parents or leaders.

Projects Restrictions and Limitations

- Fundraising is permitted only for facilitating a project. Efforts that primarily collect money, even for worthy charities, are not permitted.
- Routine labor, like a service Scouts may provide as part of their daily lives such as mowing or weeding a church lawn, is not normally appropriate. However, if project scale and impact are sufficient to require planning and leadership, then it may be considered.
- Projects are not to be of a commercial nature or for a business, though some aspects of a business operation provided as a service, such as a community park, may qualify.
- The Scout is not responsible for any maintenance of a project once it is completed.

Approving the Project Proposal and Project Scheduling

Once a potential project is identified, you must approve your Scout's proposal. Regular communications with the Scout can make this quick and easy, but be sure you have both discussed and considered all aspects of the project to ensure your Scout has a clear understanding of your expectations and limitations. Keep in mind the proposal is merely an overview—not a comprehensive project plan.

Some projects may take only a few weeks or months to plan and carry out, while others may take longer. Scouts working toward the Eagle rank are typically busy, so scheduling flexibility may be important. The proposal must also have several approvals, besides yours, before project planning occurs and work begins. Therefore, if a proposed project must be completed by a certain rapidly approaching date, it may be a good idea to consider something different. Remember, too, that all work must be completed before the Scout's 18th birthday.

Eagle Scout Service Project Workbook page 30

Req. 5 – Eagle Scout Service Project (continued)

- Email your entire workbook and signature page to the Lake Trails South Review team:

LTS.ProjectReview@outlook.com

*Put your name, troop # and project name in the subject line.

*Include your project workbook as an attachment including a copy of the signature page(s) with signatures from your unit leader, unit committee, and beneficiary.

*Include any images in pdf or word format as a separate document

- Additional helpful guidelines available on our territory website:

seattlebsa.org/lake-trails/eagle-scout-advancement-resources/eagle-scout-service-project-helps/



Req. 5 – Eagle Scout Service Project (continued)

Next Steps

*Exchange emails/information with the district reviewer leading up to a personal meeting for final district approval.

Always use “reply all” – to comply with Scouting America’s no one-on-one safety policy

*Update your proposal with any suggestions made by the reviewer

*Complete the next section of the workbook – The Project Plan

We recommended you review the Project Plan with your beneficiary before starting your project

*Complete your project – make sure to take before, during & after pictures; use a sign-in sheet to track who helped and how many hours were worked (including the hours spent planning and completing the workbook).

*Complete the next section of the workbook – The Project Report

*Get Beneficiary and Scoutmaster final approval signatures

Eagle Scout Service Project Workbook

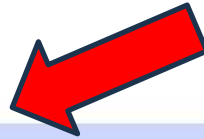
Common errors to avoid

Eagle Scout Service Project Workbook



BOY SCOUTS OF AMERICA®

Eagle Scout candidate's **full legal name**



Please **give a name to your project**

- **Enter your full legal name**
- *Include your beneficiary's name in the title*

Eagle Scout Service Project Workbook

Common errors to avoid

➤ Proposal page C:

When do you plan to begin carrying out your project?

When do you think your project will be completed?

Do not enter a specific date here (ex: March 10) as this implies you have already scheduled your project before district approval. Consider something more open ended such as “Fall 2026” or “December 2026”

➤ Proposal page C:

Include images on an additional document.

Include images as a separate document. You will also want these for your Eagle Scout Board of Review

Eagle Scout Service Project Workbook

Common errors to avoid

➤ Proposal page G:

Safety Issues

The Guide to Safe Scouting is an important resource in considering safety issues.

Describe the hazards and safety concerns of which you and your helpers should be aware.

Read the "[Age Guidelines for Tool Usage](#)" at Scouting.org

- Describe the hazards and safety concerns, not what you are going to do about them. Ex: "hammers can cause crushing injuries" is a description of the safety concerns associated with hammers
- Indicate you have read the Age Guidelines for Tool Usage and will abide by them

[SAFE Project Tool Use](#)



Eagle Scout Service Project Workbook

Common errors to avoid

➤ Proposal page G:

Project Planning

You do not have to list every step, but it must be enough to show you have a reasonable idea of how to prepare your plan.

List some action steps you will take to prepare your project plan. For example, "Complete a more detailed set of drawings."

- *This section refers to the next section of the workbook:*

Eagle Scout Service Project Plan



- Look through the “Plan” section of the workbook and consider some action steps you will take to fill out that section of the workbook.
Ex: determine the number of “X” tools needed

Eagle Scout Service Project Workbook

Common errors to avoid

➤ Proposal page H:

- Do not use digital signatures –it will lock the document
- Sign the Candidates Promise (after reading the entire workbook)



Caution: Using an Adobe or other PDF reader to insert a "signature" can cause this entire document's contents to be locked preventing future edits; make sure you save a copy if any signatures will be inserted digitally.

Candidate's Promise*		<i>Sign below before you seek the other approvals for your proposal.</i>	
On my honor as a Scout, I have read this entire workbook, including the "Message to Scouts and Parents or Guardians" on page 4. I promise to be the leader of this project, and to do my best to carry it out for the maximum benefit to the religious institution, school, or community I have chose as beneficiary.			
Signed _____		Date _____	
<i>* Remember: Do not begin any work on your project, or raise any money, or obtain any materials, until your project has been approved.</i>			
Unit Leader Approval*		Unit Committee Approval*	
I have reviewed this proposal and discussed it with the candidate. I believe it provides impact worthy of an Eagle Scout service project, and will involve planning, development and leadership. I am comfortable the Scout understands what to do, and how to lead the effort. I will see that the project is monitored, and that adults or others present will not overshadow them.		This Eagle Scout candidate is a Life Scout, and registered in our unit. I have reviewed this proposal, I am comfortable the project is feasible, and I will do everything I can see that our unit measures up to the level of support we have agreed to provide (if any). I certify that I have been authorized by our unit committee to provide its approval for this proposal.	
Signed _____		Signed _____	
Date _____		Date _____	
Name (Printed) _____		Name (Printed) _____	
Beneficiary Approval*		Council or District Approval	
This service project will provide significant benefit, and we will do all we can to see it through. We realize funding on our part is not required, but we have informed the Scout of the financial support (if any) to which we have agreed. We understand any fund raising the Scout conducts will be in our name and that funds left over will come to us if we are allowed to accept them. We will provide receipts to donors as required.		I have read topics 9.0.2.0 through 9.0.2.15, regarding the Eagle Scout service project, in the <i>Guide to Advancement</i> , No. 33088. I agree on my honor to apply the procedures as written, and in compliance with the policy on "Unauthorized Changes to Advancement." Accordingly, I approve this proposal. I will encourage the candidate to prepare a project plan and share it with the designated project coach.	
Our Eagle Candidate has provided us a copy of "Navigating the Eagle Scout Service Project, Information for Project Beneficiaries."			
Yes _____ No _____			
Signed _____		Signed _____	
Date _____		Date _____	
Name (Printed) _____		Name (Printed) _____	

* While it makes sense to obtain approvals in the order they appear, there shall be no required sequence for the order of obtaining those approvals marked with an asterisk (*). Council or district approval, however, must come after the others.

Eagle Scout Service Project Fundraising Application

➤ After Project Plan page F (page 23):

The Eagle Scout Service Project Fundraising Application must be used in obtaining approval for service project fundraising of monies and for in-kind donations of materials, supplies, tools, or other needs.*

*No application needed for donations from the Unit, Chartered Organization, or friends and relatives.

*In Chief Seattle Council, no application is required to solicit up to \$500 in material from local stores (lumber, food, toiletries, etc.)

2. It must be clear to all donors or event participants that the money is being raised on behalf of the project beneficiary. Once collected, money raised must be turned over to the beneficiary or to the candidate's unit for deposit until needed for the project. If the unit receives the funds, it must release them to the beneficiary once expenses have been paid.

Risk Management and Eagle Scout Service Projects

All Eagle Scout service projects constitute official Scouting activity and thus are subject to Scouting America policies and procedures. Projects are considered part of a unit's program and are treated as such with regard to policies, procedures, and requirements regarding Youth Protection, two-deep leadership, etc.

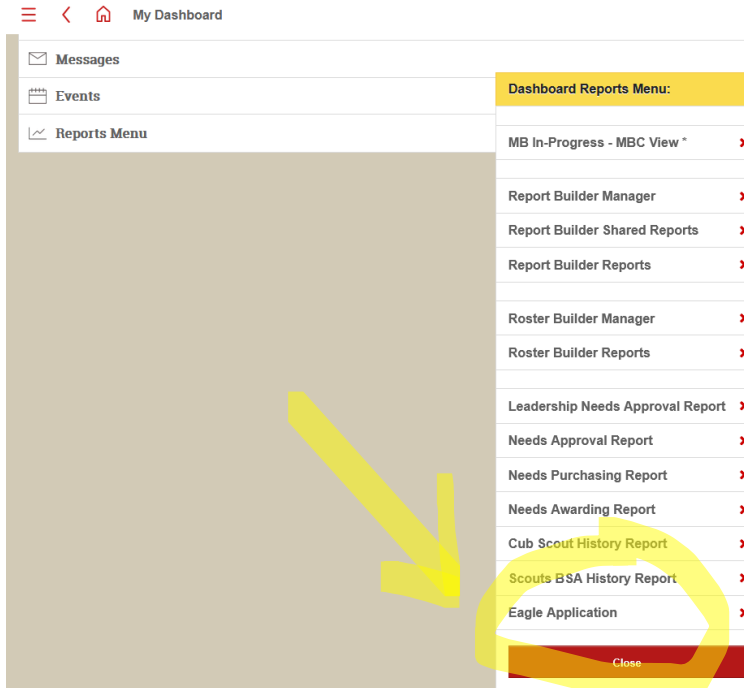
[Guide to Advancement 9.0.2.14]

Life to Eagle Scout Trail Lake Trails South

The Eagle Scout Rank Application



- The application can be auto-populated from Scoutbook
- Preferred method because data will match what is recorded at the Council



ScoutBook Plus? Anyone?



EAGLE SCOUT RANK APPLICATION

TO THE EAGLE SCOUT RANK APPLICANT. This application is to be submitted after you have completed all requirements for the Eagle Scout rank. **Print in ink or type all information.** List the month, day, and year for all dates. When entering dates please use the format mm/dd/yy -- for example, list the date July 8, 2024, as 07/08/24. When you have completed this application, sign it and submit it to your unit leader.

COUNCIL MUST COMPLETE

COUNCIL NO.	TYPE OF UNIT
UNIT	UNIT NO.
PD NO. (REQUIRED)	
POSTHUMOUS: <input type="checkbox"/>	

FULL NAME

 Street address or P.O. box _____
 City _____ State _____ ZIP code _____
 Telephone (including area code) _____ Email _____
 Troop, crew, ship, or Lone Scout Unit No. _____
 Unit City _____ State _____ ZIP code _____

Date joined Scouts BSA _____
 Date joined a Venturing crew _____
 Date joined a Sea Scout ship _____
 Date of First Class Scout board of review _____
 Date of Star Scout board of review _____

Month (mm) Day (dd) Year (yy)

Were you a Cub Scout? Yes No
 Were you a Webelos Scout? Yes No
 Did you earn the Arrow of Light Award? Yes No
 Had you completed fifth grade upon joining? Yes No

PARENT/GUARDIAN INFORMATION

Parent/Guardian name _____ Employer (optional) _____

AGE REQUIREMENT ELIGIBILITY. Merit badges, badges of rank, and Eagle Palms may only be earned by registered Scouts, and qualified Venturers and Sea Scouts. They may earn these awards until their 18th birthday. Any Venturer or Sea Scout who achieved the First Class rank in a Scout troop or as a Lone Scout may continue working for the Star, Life, and Eagle Scout ranks and Eagle Palms while registered as a Venturer or Sea Scout up to their 18th birthday. Scouts, Venturers, and Sea Scouts who have completed all requirements prior to their 18th birthday may be reviewed within 24 months after that date with no explanation. Refer to the Guide to Advancement, No. 33088, section 8.0.3.1, for boards of review beyond that period.

A Scout, Venturer, or Sea Scout approved to be registered beyond the age of eligibility may work toward Scouts BSA rank advancement after their 18th birthday. See the Guide to Advancement, section 10.0.0.0, for details.

REQUIREMENT 1. Be active in your troop, crew, or ship for at least six months as a Life Scout.

Date of birth: Month (mm) Day (dd) Year (yy)

REQUIREMENT 2. As a Life Scout, demonstrate that you live by the principles of the Scout Oath and Scout Law in your everyday life and tell how you have done your duty to God. List the names of individuals who know you personally and would be willing to provide a recommendation on your behalf.

Name	Address	Telephone	Email
Parents/Guardians			
Reference #1			
Reference #2			
Reference #3			
Reference #4			

REQUIREMENT 3. Earn a total of 21 merit badges (required badges are listed). List the month, day, and year the merit badge was earned and the unit number it was earned in.

MERIT BADGE	DATE EARNED	UNIT NO.	MERIT BADGE	DATE EARNED	UNIT NO.	MERIT BADGE	DATE EARNED	UNIT NO.
1 CAMPING			18 EMERGENCY PREPAREDNESS OR LIFESAVING		15			
2 CITIZENSHIP IN THE COMMUNITY			19 ENVIRONMENTAL SCIENCE OR SUSTAINABILITY		16			
3 CITIZENSHIP IN THE NATION			10 FIRST AID		17			
4 CITIZENSHIP IN SOCIETY			11 SWIMMING OR FIKING OR CYCLING		18			
5 CITIZENSHIP IN THE WORLD			12 PERSONAL MANAGEMENT		19			
6 COMMUNICATION			13 PERSONAL FITNESS		20			
7 COOKING			14 FAMILY LIFE		21			

*Cross out badges not earned. If a crossed-out badge in #1, #3, or #11 was earned, it may be reentered in 10 through 21.
 You must attach the Application for Alternative Eagle Scout Rank Merit Badges for those merit badges earned in place of the Eagle required badge(s).

Scouting America



NATIONAL EAGLE SCOUT ASSOCIATION. As an Eagle Scout, you may now join the National Eagle Scout Association, a fellowship of the top achievers of Scouting America. As a NESA member, you have networking opportunities with other Eagles and will stay connected to the latest Scouting news. A portion of your membership fee supports NESA's many programs such as providing college scholarships.

Apply for your NESA membership <https://mesa.org/why-join>

The Eagle Scout Rank Application

Requirements are similar to Star and Life rank:

1. Be active as a Life Scout for 6 months
2. Demonstrate Scout Spirit
3. Merit badges (minimum)
 - 13 Eagle scout rank-required
 - + 8 Elective = 21 total
4. Position of Responsibility
5. Service Project
6. Scoutmaster Conference
7. Board of Review

- *The first 6 requirements do not have to be completed in the listed order.*
- *Requirements 1-6 must be completed before the scout's 18th birthday.*



Req. 2 – Demonstrate Scout Spirit

REQUIREMENT 2. As a Life Scout, demonstrate that you live by the principles of the Scout Oath and Scout Law in your everyday life and tell how you have done your duty to God. List the names of individuals who know you personally and would be willing to provide a recommendation on your behalf.

	Name	Address	Telephone	Email
Parents/Guardians	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Reference #1	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Reference #2	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Reference #3	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Reference #4	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

- Must provide 4 references in addition to parent/guardian
- May be Scout leaders, teachers, employers, coaches, other scouts, etc.
- The current unit leader and committee chair are not eligible to serve as references
 - Their signature on the application is their endorsement
- References do **NOT** need to be 21 years of age or older.

Letters of Reference

- Form may be found on the territory website: scoutingseattle.org/lake-trails/eagle-scout-advancement-resources/eagle-scout-rank-application-process/
- Send the form to the people you've listed on your application
- Letters of reference should be sent directly to the Eagle Scout Board of Review Coordinator:
 - Nicola Thornton
 - 8002 144th Ave SE
 - Newcastle WA, 98059
 - Or via email (preferred)
LTS.ESBOR@outlook.com

You may begin requesting letters of reference at any time after earning Life Scout rank.



Chief Seattle Council
Lake Trails South Territory

Scouting America

Updated: February 2026

Confidential Eagle Scout Letter of Reference Form

An Eagle Scout candidate must demonstrate that he or she lives by the principles of the Scout Oath, and Law in his or her daily life. In this regard, the candidate has indicated that you know him or her personally, and that you would be willing to provide a letter of reference on his or her behalf. On the reverse side of this letter there are additional instructions and a copy of the Scout Oath and Law for your reference in preparing this letter. Please note that the contents of the letter will NOT be shown to or discussed with the candidate, nor with anyone not a member of the Eagle Scout Board of Review.

Eagle Candidate's Name: _____ Your relationship: _____

Scout's District: _____ Scout's Unit: _____

Length of time you have known the candidate: _____

Dear Eagle Board of Review:

See additional attached pages

My Name _____ Date _____

Signature _____ Telephone _____

CLEAN

REVERENT

A Scout keeps his or her body and mind in good health, and he or she goes to bed with a clean conscience. The Scout helps keep his or her home and community clean. A Scout is reverent toward God. He or she is faithful in his or her religious duties. He or she respects the beliefs of others.

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Requirement 3 - Merit Badges

Information on rank application must match the information in the scout's Scoutbook records (at the Council). Ask your troop's advancement coordinator for your personal advancement history. Compare your troop's records with your blue cards – blue card dates are the official dates. Reconcile your Scoutbook data with your blue cards if necessary. For the Eagle Scout Required badges with multiple options, be sure to **cross-out** the badge you're not using for the Eagle Scout Requirement.

REQUIREMENT 3. Earn a total of 21 merit badges (required badges are listed). List the month, day, and year the merit badge was earned and the unit number it was earned in.

MERIT BADGE	DATE EARNED	UNIT NO.	MERIT BADGE	DATE EARNED	UNIT NO.	MERIT BADGE	DATE EARNED	UNIT NO.
1 CAMPING			*8 ENVIRONMENTAL SCIENCE OR SUSTAINABILITY			15		
2 CITIZENSHIP IN THE COMMUNITY			9 FIRST AID			16		
3 CITIZENSHIP IN THE NATION			*10 SWIMMING OR HIKING OR CYCLING			17		
4 CITIZENSHIP IN THE WORLD			11 PERSONAL MANAGEMENT			18		
5 COMMUNICATION			12 PERSONAL FITNESS			19		
6 COOKING			13 FAMILY LIFE			20		
*7 EMERGENCY PREPAREDNESS OR LIFESAVING			14			21		

*Cross out badges not earned. If a crossed-out badge in #7, #8, or #10 was earned, it may be reentered in 14 through 21. You must attach the Application for Alternative Eagle Scout Rank Merit Badges for those merit badges earned in place of the Eagle required badge(s).

- *Citizenship in Society has been discontinued effective 2/27/2026*

Requirement 3 - Merit Badges (continued)

- *Be Prepared Tip #1* – All merit badges must be completed before the 18th birthday. Many of the Eagle Scout-required badges have specified time components:
 - ✓ Camping: 20 nights of camping
 - ✓ Citizenship in the Community: 8 hours volunteer service
 - ✓ Citizenship in the Nation: watch/read news 5 days in a row and report
 - ✓ Communication: 3-day journal
 - ✓ Cycling: 7 distance bike rides
 - ✓ Family Life: 90 days of chores
 - ✓ Hiking: 6 days of hikes
 - ✓ Personal Fitness: 12-week fitness program
 - ✓ Personal Management: 13 weeks of finance tracking
 - ✓ Sustainability: 1-month conservation measures
- Most merit badges cannot be finished in a few days
- *Be Prepared Tip #2* – Working with Merit Badge Counselors means you must coordinate with another person’s schedule. “A Scout is Courteous” means that you show respect for other people’s time.

Requirement 4 - Positions of Responsibility

REQUIREMENT 4. While a Life Scout, serve actively in your unit for a period of six months in one or more of the following positions of responsibility. List **only those positions served after Life board of review date.**

Scout troop. Patrol leader, assistant senior patrol leader, senior patrol leader, troop guide, Order of the Arrow troop representative, den chief, scribe, librarian, historian, quartermaster, junior assistant Scoutmaster, chaplain aide, instructor, webmaster, outdoor ethics guide.

Venturing crew/Sea Scout ship. President, vice president, secretary, treasurer, quartermaster, historian, den chief, guide, boatswain, boatswain's mate, yeoman, purser, storekeeper, chaplain aide, outdoor ethics guide, crew leader, media specialist, specialist or webmaster.

Lone Scout: Leadership responsibility in your school, religious organization, or club, or elsewhere in your community.

			Date of Life Scout board of review	<input type="text"/>	<input type="text"/>	<input type="text"/>			
				Month (mm)	Day (dd)	Year (yy)			
Position	<input type="text"/>	FROM	<input type="text"/>	<input type="text"/>	<input type="text"/>	TO	<input type="text"/>	<input type="text"/>	<input type="text"/>
			Month (mm)	Day (dd)	Year (yy)		Month (mm)	Day (dd)	Year (yy)
Position	<input type="text"/>	FROM	<input type="text"/>	<input type="text"/>	<input type="text"/>	TO	<input type="text"/>	<input type="text"/>	<input type="text"/>
			Month (mm)	Day (dd)	Year (yy)		Month (mm)	Day (dd)	Year (yy)

- You may count any qualifying position held after the Life Board of Review.
- You can meet the 6-month element of the requirement through any combination of **nonconcurrent** qualifying positions served. That is, only one position can be counted for any time period, even if you actually held more.

Requirement 5 – Eagle Scout Service Project (continued)

- On the Eagle Scout rank application, fill in your Project Name, the total number of hours worked and the completion date.

REQUIREMENT 5. While a Life Scout, plan, develop, and give leadership to others in a service project helpful to any religious institution, any school, or your community. (The project must benefit an organization other than Scouting America. This organization is called your beneficiary.) A project proposal must be approved by the organization benefiting from the effort, your unit leader and unit committee, and the council or district before you start. You must use the *Eagle Scout Service Project Workbook, No. 512-927*, in meeting this requirement.

Name of project:

Beneficiary organization:

Total hours: (from *Eagle Scout Service Project Workbook*—for statistical purposes only)

Date project finished

<input type="text"/>	<input type="text"/>	<input type="text"/>
Month (mm)	Day (dd)	Year (yy)

Requirement 6 – Participate in a Unit Leader conference

REQUIREMENT 6. While a Life Scout, participate in a unit leader conference.

Date conference was held

Month (mm)	Day (dd)	Year (yy)

CERTIFICATION BY APPLICANT. On my honor as a Scout, Venturer, or Sea Scout all statements on this application are true and correct.

All requirements, with the exception of my board of review, were completed prior to my 18th birthday.*

In preparation for your board of review, prepare and attach to your Eagle Scout Rank Application a statement of your ambitions and life purpose and a listing of positions held in your religious institution, school, camp, community, or other organizations, during which you demonstrated leadership skills. Include honors and awards received during this service.

Signature of applicant


--

Telephone

--

Date

Month (mm)	Day (dd)	Year (yy)

*Or the date established by an extension of time granted by the National Council (see the *Guide to Advancement*, section 9.0.4.0.). The completion date does not apply to Scouts registered beyond the age of eligibility as provided for in the *Guide to Advancement*, section 10.0.0.0.

*Note the boxed text that instructs you to prepare “...a statement of your ambitions and life purpose.” Our Council does not require that this statement be turned in with the rank application, but it can be. You will need to submit it to the Eagle Scout Board of Review Coordinator before your Board of Review if you have not sent it to the council with your application.

*Requirements 1-6 must occur before your 18th birthday.

*Requirement 7 – the Eagle Scout Board of Review – can occur after your 18th birthday

- After the Scout, Scoutmaster, and Committee Chair sign the application, email or deliver it to the Council office: membership@seattlebsa.org

- PDF's only, no image files

CERTIFICATION BY APPLICANT. On my honor as a Scout, Venturer, or Sea Scout all statements on this application are true and correct.

All requirements, with the exception of my board of review, were completed prior to my 18th birthday.*

In preparation for your board of review, prepare and attach to your Eagle Scout Rank Application a statement of your ambitions and life purpose and a listing of positions held in your religious institution, school, camp, community, or other organizations, during which you demonstrated leadership skills. Include honors and awards received during this service.

Signature of applicant Telephone Date
Month (mm) Day (dd) Year (yy)

*Or the date established by an extension of time granted by the National Council (see the Guide to Advancement, section 9.0.4.0.). The completion date does not apply to Scouts registered beyond the age of eligibility as provided for in the Guide to Advancement, section 10.0.0.0.

UNIT APPROVAL (personal signatures required)

Signature of unit leader Telephone Date
Month (mm) Day (dd) Year (yy)
 Scoutmaster, Advisor, or Skipper

Signature of unit committee chair Telephone Date
Month (mm) Day (dd) Year (yy)

LOCAL COUNCIL VERIFICATION. According to the records of this council, the applicant is a registered member of this unit and this application is approved as accurate.

Signed Position Date
Month (mm) Day (dd) Year (yy)

Chief Seattle Council requests this additional form when submitting your rank application:

Eagle Scout Rank Applicant Information Form

Please complete the requested information below and return it to membership@seattlebsa.org along with your Eagle Scout Rank Application:

Scout's Name:

Scout's Phone:

Parent or Guardian 1 Name:

Parent or Guardian 1 Email:

Parent or Guardian 1 Phone:

Parent or Guardian 2 Name:

Parent or Guardian 2 Email:

Parent or Guardian 2 Phone:



Requirement 7 – Complete an Eagle Scout Board of Review

REQUIREMENT 7. Successfully complete your board of review for the Eagle Scout rank.

The applicant appeared before the Eagle Scout board of review on this date, and this application was approved.

Date

Month (mm)	Day (dd)	Year (yy)

PRINT NAME

--

Signature of Eagle Scout board of review chair

PRINT NAME

--

Signature of council/district board representative (if applicable)

I certify that all procedures, as outlined in the *Guide to Advancement*, have been followed. I approve this application.

Scout executive PRINT NAME

--

Date

Month (mm)	Day (dd)	Year (yy)

Presentation of the rank may not be made until the Eagle Scout credentials are received by the local council.

The District will: Reserve a room at Bellevue City Hall on a 1st or 3rd Thursday and provide at least one District representative to preside over your ESBOR

The Troop will: Provide 2 adults who are not your Scoutmaster, assistant Scoutmaster or a relative to sit on the Board of Review. *These adults do not have to be registered with the BSA. “The scout or scout’s family shall have no part in selecting any board of review members.” [Guide to Advancement 8.0.0.3]*

The Scout will:

Be dressed in complete uniform with current patches, including position

Be prepared to discuss your Eagle Scout Service Project, your scouting career and your future plans

Bring your Eagle Scout Service Project Workbook and any pictures or supporting documents

Summary after approval of your Service Project

This document is sent with approval of your project but can also be downloaded here:



[Eagle Scout Service Project Help](#)

Lake Trails South Trail to Eagle Scout Rank after the Service Project



Congratulations on getting your Eagle Scout Service Project Proposal Approved! Now What?

Eagle Scout Service Project:

- Complete the *Project Plan* section of the workbook
- Schedule and carry out your project
- Complete the *Project Report* section of the workbook, obtain all signatures

Eagle Scout Rank Application:

- Download the most current Eagle Scout Rank Application from Scoutbook or here: [Eagle Scout Rank Application](#)
- Submit your application to Chief Seattle Council Service Center by mail or email:
3120 Rainier Ave S
Seattle, WA 98114
E-mail: membership@seattlebsa.org
- Include the Eagle Scout Applicant Information Form (available here: [Eagle Scout Applicant Information Form](#))

Reference Letters:

- Reference Letters can be requested any time after you obtain the rank of Life Scout
 - Chief Seattle Council uses a specific form. The Lake Trails South version of the Letter of Reference form is attached separately or can be downloaded here:
 - [LTS Letter of Reference Form](#)
 - References: Must list names and contact information for four people who are willing to serve as references for the Eagle candidate. These may be Scout leaders, teachers, employers, coaches, other Scouts, etc. References do not need to be 21 or older. The current unit leader and committee chair are not eligible to serve as references; their signature on the application is their endorsement. (Guide to Advancement 9.0.1.3). Do not leave any references blank.
 - Check with your proposed references to see if they will write you a reference before listing their names on the application.
 - References are confidential (Guide to Advancement 9.0.1.7) and should not be given to the scout but should be sent directly via email to:
Nicola Thornton - LTS.ESBOR@outlook.com
Email is preferred, but they can also be mailed to:
Lake Trails South ESBOR Coordinator
8002 144th Ave SE
Newcastle WA 98059

Eagle Scout Board of Review (ESBOR):

- After you have submitted your Eagle Scout Rank Application, the Council will verify your application and forward it to Nicola Thornton, the Lake Trails South Eagle Scout Board of Review Coordinator who will then contact you to schedule your Board of Review and request any further documentation needed.
- Do not submit any forms (other than letters of reference) to the ESBOR Coordinator until you receive an email asking to do so. The Lake Trails South ESBOR coordinator will reach out to you via email when your application has been verified by the council
- Lake Trails South ESBORs are conducted at Bellevue City Hall at the date and time provided by the ESBOR Coordinator, generally on the first and third Thursdays of the month
Address: 450 110th Ave. NE, Bellevue, WA 98004
- More information will be provided when your Board of Review is scheduled

Certification and Court of Honor

After your successful Eagle Scout Board of Review, your application needs to be returned to the Council Service Center where it will be certified by our Council Scout Executive and forwarded to the National Scouting America office for final certification.

Following final certification, the National Scouting America office will issue your Eagle Scout rank certificate. The Council will notify you when your Eagle Scout Certificate arrives at the Council Service Center. *This step can take 2-4 weeks.*

*You may hold your Eagle Scout Court of Honor
ONLY AFTER you receive your certificate.*

2025 Eagle Scout Banquet

SIXTY-THIRD ANNUAL



EAGLE SCOUT RECOGNITION BANQUET

SIXTY - FOURTH ANNUAL
EAGLE SCOUT
RECOGNITION BANQUET

Wednesday, May 21, 2025
@The Museum of Flight



*Once an Eagle,
Always an Eagle*

Trail to Eagle Scout Resources

Chief Seattle Council Advancement

Most current Eagle Scout Service Project Workbook and Eagle Scout Rank application

scoutingseattle.org/advancement/advancement-eagle/

Guide to Advancement

scouting.org/programs/scouts-bsa/advancement-and-awards/resources/

Scouting America Handbook – Eagle Scout Rank requirements

Order print copy – scoutshop.org

Lake Trails Territory Eagle Scout resources

scoutingseattle.org/lake-trails/eagle-scout-advancement-resources/eagle-scout-service-project-helps/

Contact Liz Anne Bowman, Lake Trails South Advancement Chair

LTS.AdvChair@outlook.com