

Eagle Book Submission Guide

Mobile Area Council

Eagle Book Checklist

General

- Book is a 3-ring binder
- Scouts name is on outside cover

Includes

- Eagle application
- Statement of your ambitions and life purpose
- Eagle Project Workbook

Eagle Application

The Eagle Application can be printed from Scoutbook. It will include all the information Scoutbook tracks, such as merit badges completed and leadership positions held. For instructions, follow this link: [Scoutbook](#). If Scoutbook is not utilized, the application can be accessed here: [Forms](#).

- Typed
- Contact information is the scout's, not the parent's information.
- Within Requirement 1, the Board of Review date is at least 6 months previous.
- Within Requirement 2, parent contact information is included in References.
- Within Requirement 3, multi-option merit badges are properly denoted. For instance, if swimming was taken, hiking and biking would be crossed out.
- Within Requirement 4, leadership positions add up to 6 months.
- All signatures are present.

Statement of your ambitions and life purpose

This is a short letter to describe the future direction of the scout. This can be a single page in length and may contain some details of the scout's scouting career to help explain future ambitions and purpose.

This may also include 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.

Eagle Project Workbook

Eagle Project Proposal

- Proposal pages present.
- Signature page contains all 5 signatures.
- Sketches or pictures of proposed changes should be included.

Eagle Project Plan

- Plan pages present and completed.
- Fundraising form is completed and signed if funds were raised.

Eagle Project Report

- Report completed. Each question *should* be answered with multiple sentences.
- Service hours add up correctly.
- Funding summary is complete, even if fundraising did not occur.
- Report signature page contains both signatures.

Service Hours

The section of the report related to service hours has led to some confusion.

- Planning Hours - These are any hours spent brainstorming, planning, discussing, or reviewing the project. This should also include the writing of the proposal, plan, and report.
- Execution Hours - This is time spent on the actual project. Besides the actual work hours, this should also include time spent fundraising and shopping.
- The four lines not specific to the Eagle Scout Candidate should tally time others have spent working on the project itself.

The Total Hours Worked column should be an added up total of all hours worked for the group in question. For example, if the project was implemented across 2 work days, the first has 4 scouts helping for 5 hours, and the second day had 8 scouts helping for 7 hours, the Total Hours would be determined by the following:

$$(4 \text{ scouts} \times 5 \text{ hours}) + (8 \text{ scouts} \times 7 \text{ hours}) = 76 \text{ total hours}$$

Additional Pages

- Service hours itemized. If there were sign-in sheets for each work day, include them.
- Expenses itemized. This would be needed to complete the Funding Summary section of the report.
- Photos that include images of before the project work started, workday photos, and photos after the project was completed.