



# Boy Scouts of America Frontier District, LAAC



## Checklist for Frontier District Eagle Scout Project Approval

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

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

- Secure an appointment with the District Eagle Project Review Chair? (Refer to FR Adv. Committee on www.boyscoutsla.org)
- Scout Dressed in full uniform
- Using Form 18-927E Eagle Scout Service Project Workbook in **pdf format** published by NESA? (**Other format will NOT be accepted**)
- Organize **“typed”** Eagle Scout Service Project Workbook in a 3-ring binder? (*Unit No., Leader Name, etc., Workbook page 1*)
- Signature of representative from organization to benefit? (*Workbook page number 9 and page number 13 to be signed later*)
- Signature of Scoutmaster or Unit Eagle Coordinator? (*Workbook page number 9 page number 13 to be signed later*)
- Signature of Unit Committee representative? (*Workbook page number 9*)

**Project Description:**

- Complete description of the project?
- Does the group to benefit qualify? Who will indirectly benefit? \_\_\_\_\_
- Complete description of benefit provided to the group identified?

**Project Details:**

- Complete description of the present conditions? (*“Before” photos, Pictures, Maps, Drawings, or Sketches as appropriate*)
- Methods used to complete the project:
  - How will the project work be organized?
  - How will the Scout demonstrate leadership?
- 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.*)
  - How much will the materials cost?
  - How will funding to pay for the materials be secured? (*Fundraiser, donations (donation letters), benefiting group, etc.*)
- Resources 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:
  - Where does the Scout plan to get the people? (*Scout unit, friends, schoolmates, family, etc.*)
  - List of the number of people needed and when? (*Schedule of personnel requirements based on project workload*)
- 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.*)
  - Volunteer Sign in/Sign out sheet showing Name, Time in/Time out, Total Hours worked on project
  - Time log including each contact, discussion, purchase of materials, appointments, phone calls, hours working on project
- Safety considerations:
  - Hazards involving the worksite, materials, tools, and weather? (*Including sun/rain protection, power tools*)
  - Availability of first aid supplies and access to emergency services?
- 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?*)
- Flyer (*Name, Phone number, Where, When, Brief details of project, Map, What should volunteers bring*)
- Tour Permit completed for signature? (*If project date unknown leave blank till a date is secured and then have permit signed.*)

**Actions of the District Review Team:**

- Yes  No Project approved? (If not, ensure Scout has a complete understanding of what he needs to add or change)
- Yes  No Follow-up date selected if the project approval is pending on additional information to be provided