



GULF COAST COUNCIL EAGLE SCOUT ADVANCEMENT POLICY



PURPOSE

The Gulf Coast Council Eagle Scout Advancement Policy provides standardized procedures applicable to the council, individual districts, units, and Life Scouts advancing to the rank of Eagle Scout. This policy does not add to or subtract from the Eagle Scout Advancement Requirements of the Boy Scouts of America, but serves to explain and provide specific council guidance to the Eagle advancement process.

BACKGROUND

A Scout's personal growth is the prime consideration in the advancement program.

The only rank advancement in Boy Scouting that is assessed and confirmed outside the individual unit is the Eagle Award. Certification as an Eagle Scout is obtained from the National Court of Honor, Boy Scouts of America, and must meet their standards.

The Gulf Coast Council abides by the advancement policies and procedures set forth by the Boy Scouts of America and assigns responsibility for Eagle Scout Boards of Review to the District Advancement Committee in each Gulf Coast Council district.

The Gulf Coast Council will follow the policies and procedures for advancement as outlined in the current Boy Scouts of America *Advancement Committee Policies and Procedures* (BSA Publication number 33088). The Gulf Coast Council will formulate, interpret, and put into practice guidelines to follow these policies and procedures that best benefit the total council, suit the geographic area served, and give consideration to the availability of volunteer personnel.

ADMINISTRATIVE PROCEDURES

When a Scout advances to the rank of Life Scout, he will receive a letter from the Gulf Coast Council congratulating him on his accomplishments and detailing the beginning steps he needs to take on his way from Life to Eagle. The letter will include the name and phone number of the District Advancement Chairman. This is the scout's main point of contact within the district for Eagle project approvals and Eagle Board of Reviews.

When a Scout advances to the rank of Life Scout, the Scout will be responsible for obtaining the current BSA publications listed below. These publications are available from the Scout's unit, the District Advancement Committee Chairman, the Gulf Coast Council office, or on the council website at www.gulfcoastcouncil.org:

- Eagle Scout Rank Application (BSA Publication number [512-728, 2009 printing](#))
- *Eagle Scout Leadership Service Project Workbook* (BSA Publication number [512-927, 2009 printing](#))

It is recommended that each unit appoint an adult leader within the unit to assist and guide the Life Scout through the processes and procedures of becoming an Eagle

Scout. This individual must be familiar with Boy Scouts of America Eagle Scout requirements and Gulf Coast Council policy regarding advancement to the rank of Eagle Scout. Also, each District Advancement Committee has qualified individuals available that can help the Life Scout through this process.

THE EAGLE SCOUT LEADERSHIP SERVICE PROJECT

Although the Eagle Scout Leadership Service Project is only one of the requirements the Life Scout must complete to become an Eagle Scout Candidate, it is one of the most difficult and time-consuming requirements. Therefore, particular attention is given to this specific requirement.

Proper completion of the *Eagle Scout Leadership Service Project Workbook* (BSA Publication number 18-927) is mandatory. It is incumbent on the Life Scout to read this publication in its entirety and to become thoroughly familiar with the requirements set forth in this workbook. **Of particular importance is the Life Scout's understanding of the "12 Steps From Life To Eagle" printed on the back cover of this workbook.**

Before the Life Scout can start the actual work of the project, the project must be approved and *Eagle Scout Leadership Service Project Workbook* signed and dated by the following:

- Religious institution, school or community representative
- Scoutmaster / Coach / Advisor
- Unit Committee Member
- District Advancement Committee representative

Once the first three signatures are obtained and documented in the *Eagle Scout Leadership Service Project Workbook*, the project must be reviewed and approved by a panel consisting of no less than two members of the District Advancement Committee. The workbook is then signed and dated by one of these individuals. The Life Scout is responsible for contacting the District Advancement Committee Chairman and scheduling the meeting with this panel. The District Advancement Committee will designate specific days of the month, times and locations for these meetings, with a minimum of one scheduled meeting a month. In instances where time is an issue, meetings can be held on alternate dates.

Although the Life Scout acquires the above four signatures of approval, these signatures are only a "preapproval" to do the project. This preapproval of the project does not mean that the Eagle Scout Board of Review will approve the way the project was carried out, or that the Life Scout's final write-up of how he accomplished his project is sufficient and acceptable. The Eagle Scout Board of Review is the governing body who decides whether or not the completed project meets the standards and is officially accepted and approved as an Eagle Scout Leadership Service Project.

THE EAGLE SCOUT RANK APPLICATION

Once the Life Scout has finished all Eagle Scout requirements, he becomes an Eagle Scout Candidate and must complete the Eagle Scout Rank Application (BSA Publication number 58-728). It is the responsibility of the Eagle Scout Candidate, in conjunction with his unit leadership, to fill out this application completely and accurately. Everything that is documented on this application will be checked by the Gulf Coast Council Service Center, verified and certified as correct. For entries that pertain to

other Councils, those Councils will be contacted and the information verified through them also. If there is a discrepancy between what is entered on this application and what is on record at a Council Service Center, the application will be returned to the unit for correction and resubmission.

SPECIAL NOTE: All Eagle Scout requirements as listed on the Eagle Scout Rank Application must be completed **PRIOR TO** the candidate's eighteenth birthday.

The Eagle Scout Application package is sent by the unit to the Gulf Coast Council office at 9440 University Parkway, Pensacola, FL 32514. The Eagle Scout Application package must include the following documents:

- [Copies of the two signature pages](#) from the completed Eagle Scout Leadership Service Project Workbook.
- The completed Eagle Scout Rank Application signed and dated by the Eagle Scout Candidate, the unit leader, and the unit committee chair. [The completed application must include requirement 6- the Scout's Statement of Ambitions and Life Purpose.](#)

It is recommended that photocopies of all rank and merit badge cards be included along with copies of advancement reports pertaining to the Eagle Scout Candidate. This is especially important for Eagle Scout Candidates who earned ranks and merit badges in other councils.

It is further recommended that the Eagle Scout Candidate or the unit leader make and retain a copy of everything sent to the Gulf Coast Council Service Center.

The Eagle Scout Application package should be delivered to the Gulf Coast Council Service Center in such a manner that insures it reaches the service center. This can be accomplished by sending the Eagle Scout Application package through the United States Postal Service as "Registered Mail" or Certified Mail" and requesting a "Return Receipt", or by hand carrying the Eagle Scout Application package to the Gulf Coast Council Service Center.

Once the Eagle Scout Application package has been reviewed and certified by the Gulf Coast Council Service Center, the Council Service Center will sign the Eagle Scout Application and return the package to the current Scoutmaster on record ([allow 7-10 days to process the application](#)). [At this time the Gulf Coast Council Service Center will mail a request to those individuals listed in Requirement 2 of the Eagle Scout Application asking for them to provide a recommendation on the Scout's behalf. This mailing will contain a recommendation form with instructions to return the form directly to the Scoutmaster and will include a stamped envelope, marked Confidential-Do Not Open, addressed to the Scoutmaster. Once the Scoutmaster has received the Eagle Scout Application package and three of these recommendation forms, an Eagle Scout Board of Review can be scheduled. The Scoutmaster then presents the Eagle Scout Application package and the three recommendation letters to the Board Chairperson of the Eagle Scout Board of Review.](#)

THE EAGLE SCOUT BOARD OF REVIEW

The date, time and place for the Eagle Scout Board of Review will be determined by the District Advancement Chairman in coordination with the unit leader and the Eagle Scout Candidate.

The Eagle Scout Board of Review is a dignified and formal proceeding. Therefore the Eagle Scout Candidate should be attired in a complete Scout uniform.

An Eagle Scout Board of Review may be held after the Eagle Scout Candidate's eighteenth birthday as long as the Eagle Scout Board complies with the Age Requirement Eligibility as stated on the front of the Eagle Scout Application.

The following materials are to be made available to the Eagle Scout Board of Review members:

- The original completed and verified Eagle Scout Rank Application, with requirement 6 attached.
- Three or more of the returned, completed reference forms, unopened.
- Copies of the completed the Eagle Scout Candidate's Eagle Scout Leadership Service Project Workbook

Upon successful completion of the Eagle Scout Board of Review by the Eagle Scout candidate, the Board Chairperson and the attending District Advancement Committee Member must sign the Eagle Scout Rank Application. The signed Eagle Scout Rank Application is then forwarded to the Gulf Coast Council Service Center, along with a unit advancement form, for the approval of the Gulf Coast Council Scout Executive. The application is then forwarded to the Boy Scouts of America National Headquarters for final action (which takes approximately **6-8 weeks**). Once the application is approved by the Boy Scouts of America National Headquarters, the effective date of when the Eagle Scout Candidate was awarded the rank of Eagle Scout reverts to the date of his successful Eagle Scout Board of Review. At this point the **Eagle certificate and card** may be picked up at the Council Service Center or may be mailed to the Scoutmaster or designee at their request.

Amplifications or specific questions not covered in these procedures should be addressed to the Council Scout Executive or designee.

These procedures will remain in effect until superseded and will be implemented in January 2008.

Revised August 2009
Revisions in blue