

# Eagle Scout Leadership Service Project Approval

## Checklist

Life Scouts are required to use the Eagle Scout Leadership Service Project Workbook (No. 18-927D), either a hardcopy version or the electronic version. The service project described in the Workbook must be approved by the District Advancement Committee representative prior to the start of the project. Because there may be changes requested in the plan, the Scout should not schedule a date for his project before receiving all approvals.

- All Information is legible.
- Scout's full name, address, and local telephone number are entered and legible.
- Unit number, district, and local council information are entered and legible.
- Unit leader's name, address and telephone number are entered and legible.
- Unit advancement committee representative's name, address, and telephone number are entered and legible.
- Project description is properly shown.
- Name and address of group that will benefit from the project are shown.
- Details on how the project will be of benefit to the group are properly filled out.
- Date the concept was discussed with the unit leader is shown.
- The name of the representative of the benefiting group, title, telephone number and date of the approval are shown.
- The Project Details section properly describes the project and all additional pages are attached if necessary.

The following topics are addressed in the Project Details

- |  |   |
|--|---|
| <input type="checkbox"/> Present Condition                       | <input type="checkbox"/> Schedule (weeks leading up to the project, and during) |
| <input type="checkbox"/> Plans/Drawings/Designs                  | <input type="checkbox"/> Written/Printed Information                            |
| <input type="checkbox"/> Materials (including amounts and costs) | <input type="checkbox"/> Safety issues  |
| <input type="checkbox"/> Supplies                                | <input type="checkbox"/> Helpers/Workers  |
| <input type="checkbox"/> Tools                                   | <input type="checkbox"/> Adult Supervision                                      |
| <input type="checkbox"/> Step-by-step Instructions (detailed)    | <input type="checkbox"/> Work Site  |
| <input type="checkbox"/> Financial Plan                          | <input type="checkbox"/> Transportation   |
- "Before" photographs are attached, if appropriate.
  - Original approval signature and date — representative for the benefiting group.
  - Original approval signature and date — unit leader.
  - Original approval signature and date — unit committee representative.

Checklist used in Verdugo Hills Council, BSA.

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