

## Obtaining approvals

You must obtain approval of your Eagle Scout Service Project before you commence work, including fundraising and gathering materials. You must obtain approval from the benefiting organization, your Scoutmaster or Eagle Advisor, a member of your Troop Committee, and after obtaining the other approvals, the Carroll District Eagle Project Review Chairman. Your ability and obligation to do the project (as an Eagle project) is contingent on obtaining these approvals. You should have made this clear to the benefiting organization in your early discussions.

**Benefiting Organization and Troop approval.**

A question often asked is whether approval should be obtained first from the benefiting organization or from the Troop. In the end you must obtain approval from both. If approval by one results in a change to the nature of the project as approved by the other (change more substantive than format and wording of the proposal), the first approval must be obtained again. If you obtained approval of your concept from the benefiting organization and your Eagle Advisor in Step 2, kept them apprised of your plans as you developed your proposal, and carefully followed the guidelines, you have minimized your chance of surprises at this point. Frequently the benefiting organization gives its approval more readily, as they are concerned primarily with what you will do. Your Troop focuses on the details of the project implementation and your demonstration of leadership. It is unreasonable to expect an immediate signature; most reviewers will want time to review the proposal. Send an electronic copy (unless the recipient prefers paper) and allow a week before following up with an inquiry.

The person who approves your project for the benefiting organization must be someone who is authorized to make that decision for the organization, and should be the person who will sign off your project at completion. Your Scoutmaster (preferred) or Eagle Advisor must sign the proposal. The Committee Chairperson or the Advancement Chairperson should sign for approval by the Troop Committee. The Advancement Chairperson will be deeply involved in reviewing your qualifications for advancement and setting up your board of review, and should be included at this point.

**Carroll District approval.**

After obtaining the benefiting organization and troop approvals, mail or e-mail your proposal (using the Eagle Scout Leadership Service Project Workbook format) to the Carroll District Eagle Project Review Chairman, whose contact information is listed in Addendum A.

The District reviewer prefers to preview only the text portions of your workbook before meeting with you. To make a preview copy, first duplicate your workbook file, and then delete photos, scanned diagrams, Workbook cover, and the “boilerplate” welcome, instructions and 12 steps to Eagle discussion from the Workbook document template. Allow a week for preview, and then call for an appointment to present your proposal. Arrive promptly at the appointed place and time, in Scout (“Class A”) uniform, prepared to discuss your proposal. Bring a paper copy of your Workbook, including all photos, plan diagrams and the original signature page containing the Troop and benefiting organization signatures.

You will probably be asked questions for clarification and to demonstrate your proficiency in all aspects of the project. You should not become defensive, angry or withdrawn. You should engage in discussion to clarify and justify the trade-offs and decisions you made in developing the proposal. If you have carefully followed the step guidelines and are conversant with the details of your project, you have maximized your chances for approval. Revisions are often requested. If the reviewer does not sign your proposal, find out what needs to be done to make it acceptable. Be sure you know what is desired before leaving. ***You should take notes.*** Make any requested changes, then re-submit and request a follow-up review.

Note: The national Boy Scout Committee and the Baltimore Area Council have invested the Carroll District with approval authority for Eagle Scout Service Projects. There is no appeal from the District approval decision.