



December 2023
COMPLETING THE LIFE to EAGLE TRAIL
NORTH STAR DISTRICT (WEST)



Pam Miller, North Star District (West) Advancement Chairman

GETTING YOUR PROJECT PROPOSAL APPROVED BY THE DISTRICT EAGLE BOARD: Please email NorthStarDistrict@aol.com, or text **919-819-7956**. We'll review basics to ensure that you have the required information and approvals (signatures). **The workbook must be the official BSA version 512-927 (shown at right)**. All pages of the Proposal section must be complete, including the approval signatures other than the district approval. Once we've completed this important step, we will schedule a meeting.** **Please attend this meeting in "Class A" uniform.** Project review meetings with the district typically take 45 minutes, depending on the complexity of the project, the preparedness of the scout, etc...

**** Beginning December 1, 2023, we are offering two options. The preferred option is to schedule a Zoom with you to review all aspects except the project proposal, with a separate 15-minute in-person meeting to review and approve the proposal. The 2nd option is to conduct all aspects of the review in a single, 60-minute in-person meeting.**

STARTING YOUR PROJECT BEFORE OBTAINING ALL APPROVALS WILL LIKELY VOID THAT PROJECT, SO PLEASE DON'T JUMP THE GUN!

ITEMS TO BRING TO THE DISTRICT PROJECT PROPOSAL REVIEW *Printed, or electronic copy.:*

- ① Your Eagle Scout Service Project Workbook - all sections and all pages!
- ② A copy of this district guide (all pages)
- ③ A copy of the current Eagle Scout Rank Application 512-728
- ④ A copy of the Statement of Ambitions and Life Purpose PDF
- ⑤ pen or pencil to take notes.

EAGLE PROJECT RESPONSIBILITY / TIME FRAME / MINIMUM HOURS / NAME: Eagle projects may not be shared; only one candidate can receive credit. Most projects are completed within six months of district approval, but it's not required. There is no minimum or maximum number of project hours set by the district or by the National office. **Please give your project a specific, descriptive and succinct name.**

INELIGIBLE PROJECTS: ① Routine labor; ② Projects for a business or commercial in nature ③ Fund-raisers (except to raise money to buy materials for your project); ④ Projects for the Boy Scouts of America, or its councils, districts, units, or properties; ⑤ "father-son" (or "mother-daughter") projects; ⑥ do-it-all yourself projects, or ⑦ projects in which you play a secondary role (someone else does the planning and leading). Remember: "...**plan, develop, and give leadership...**".

ITEMS TO COMPLETE BEFORE 18TH BIRTHDAY:

- ① Earn at least 21 **merit badges** (including specific Eagle-required merit badges).
- ② Complete minimum of six months in an approved **position of responsibility** in your troop.
- ③ Fully complete your **Eagle Scout service project** and the **Eagle Scout Service Project Workbook**.
- ④ **Ask each reference on your Eagle application to write a letter of recommendation** on your behalf. (See *Letters of Recommendation* section).
- ⑤ Prepare a **statement of your ambitions and life purpose**. (See *Statement of Life Purpose* section).
- ⑥ Prepare a typed or ink current **original 2022** Eagle Scout Rank Application.

STATEMENT OF LIFE PURPOSE: *In preparation for your board of review, prepare a statement of your ambitions and life purpose and a listing of positions held in your religious institution, school, camp, community or other organizations in which you demonstrated leadership. Include honors and awards received during this service.* The statement of life purpose is a **forward-looking** document! What do you want to study (and where), your future profession, how you plan to contribute to your family, your community, and the world around you. It is not a journal (or diary), and it is not an essay on how much Scouting means to you. Remember: **forward-looking!** **Use the PDF-fillable Statement of Ambitions and Life Purpose document we will send you!**

Deliver your Eagle Scout Rank Application, your Eagle Scout Service Project Workbook and your statement of life purpose to the council service center at 3231 Atlantic Avenue in Raleigh, NC. If you mail it, send it certified / return receipt requested. **Do this promptly!** Please allow the council office up to **two weeks to process your application.**

LIVING THE VALUES OF SCOUTING (REQUIREMENT 2): *Demonstrate that you live by the principles of the Scout Oath and Scout Law in your daily life and tell how you have done your Duty to God. List the names of individuals who know you personally and would be willing to provide a recommendation on your behalf.* We accomplish this in Occoneechee Council by letters of recommendation.

LETTERS OF RECOMMENDATION:

Letters of recommendation are an essential part of the Eagle process. We want to confirm that you reflect the Scouting ideals in all areas of your life. You must provide at least one religious reference and at least one educational reference. If you have an employer, an employer reference is required. If a scout says they are a member of a religious body, the standards by which they should be evaluated are those of that group. This is why the application for the Eagle Scout Award requests a reference from their religious leader to indicate whether the scout has lived up to their expectations.



The best way for your references to send their letters is for you to create an account for yourself at our council-specific site www.EagleRefs.org. Once you've entered the information, the site will send an electronic notice to each of your references who will be provided a unique link to submit a confidential reference. You enter the same information that you enter for references on your Eagle Scout Rank Application, and you can monitor the progress of your references 24/7. **EagleRefs.org is the preferred method in our council, and is successfully used by 99% of our scouts.**

If you do not use EagleRefs.org, you can have references mail letters (no faxes) to the council service center at:

**Eagle Board of Review for (Candidate name)
Occoneechee Council, BSA
3231 Atlantic Avenue
Raleigh, NC 27604**

If you elect this option, **give your references a stamped, pre-addressed envelope.** (A Scout is Courteous).

A- Contact your references NOW! It takes time to write a thoughtful letter. Don't wait until you're turning in your paperwork to ask for letters. Be sure to select people that are willing to write letters on your behalf.

B- Request letters from all references. You need all six (five if you do not have an employer).

C- Secure letters from the sources shown on the application.

BSA requires confidentiality for all references. **Please do not collect letters of recommendation yourself, nor have them collected by your parents or scoutmaster. We will not accept letters delivered by any means other than the two methods outlined.**

DIGITAL PHOTO OF YOUR EAGLE PROJECT: Please register your project on www.EagleRefs.org so we can include it on our district site and in the videos shown at the Council Eagle Banquet. If you have trouble uploading a great digital photo, you can email your best photo to NorthStarDistrict@aol.com:

SCHEDULING YOUR EAGLE BOARD OF REVIEW: After we have received your Eagle packet, we will contact you to request a great digital photo of your completed Eagle Scout service project, and to schedule your Eagle board of review. **Our goal is to complete each board within 30 days of receiving your packet from the Eagle Service Desk. The Eagle Scout board of review (Req 7) can take place after your 18th birthday** (Reqs 1 – 6 must be completed before your 18th birthday).

ITEMS TO BRING TO YOUR EAGLE BOARD: Bring your handbook so it can be reviewed and signed. Please wear your Class A uniform (Scout shirt with correct insignia, Scout pants, especially **merit badge sash**). Since the board of review is not an Order of the Arrow event, no OA sash should be worn.

YOUR EAGLE SCOUT BOARD OF REVIEW: Your scoutmaster introduces you to the board. Unless the scoutmaster is a relative, he/she may remain in the room during the board, but is not allowed to participate. The Eagle board consists of three to six members assigned by the district. Your scoutmaster, assistant scoutmasters, parents, guardians, or relatives cannot serve on your board nor be spectators in the room during the review or during the board's deliberations.

EAGLE BOARD OF REVIEW TOPICS: The Eagle Scout board of review is your opportunity to share what you've experienced in Scouting, and what you've learned. The Eagle Board serves to maintain the standards of quality of the Eagle Scout rank. For this reason, the Eagle Scout rank is awarded only upon a unanimous favorable vote of the board members.

RECEIVING YOUR EAGLE Upon successful completion of your Eagle board of review, your paperwork is sent to the council office, signed by the Scout Executive and forwarded to the National office for processing. Turnaround time for your approved application and certificate to return from national is usually 4 weeks. Your Eagle Scout badge will be presented to you by your troop at a Court of Honor.



AGE GUIDELINES FOR TOOL USE / WORK AT ELEVATIONS OR EXCAVATIONS: Safety is of paramount importance in all Scouting activities, and your Eagle Scout project workdays are Scouting activities as defined in the Guide to Safe Scouting (G2SS). In addition to BSA adult two-deep leadership, you have a responsibility to ensure safety. Even if a youth volunteer is in an authorized age bracket to use a certain tool, he or she must still be shown how to safely use the tool! Any person – youth or adult – engaging in horseplay or other unsafe practices must not be allowed to use any tool that puts others at risk.

HAND TOOLS

Type of Tool	Youth to 14 yrs	Youth 14 – 16 yrs	Youth 16+ yrs	Adults
Leaf / grass rake	Authorized	Authorized	Authorized	Authorized
Hoe	Authorized	Authorized	Authorized	Authorized
Shovel	Authorized	Authorized	Authorized	Authorized
Hand clipper (small)	Authorized	Authorized	Authorized	Authorized
Screwdrivers	Authorized	Authorized	Authorized	Authorized
Nail hammer	Authorized	Authorized	Authorized	Authorized
Handsaw	Authorized	Authorized	Authorized	Authorized
Trowel	Authorized	Authorized	Authorized	Authorized
Hose spray washer	Authorized	Authorized	Authorized	Authorized
Wood sanding block (handheld)	Authorized	Authorized	Authorized	Authorized
Wood chisel (Scouts w/ Totin Chip)	Authorized	Authorized	Authorized	Authorized
Pocketknife (Scouts w/ Totin Chip)	Authorized	Authorized	Authorized	Authorized
Pickaxe	Not Authorized	Authorized	Authorized	Authorized
Mattock	Not Authorized	Authorized	Authorized	Authorized
Posthole digger	Not Authorized	Authorized	Authorized	Authorized
Wheel cart (1-, 2-, or 4-wheeled)	Not Authorized	Authorized	Authorized	Authorized
Paint roller with extension pole	Not Authorized	Authorized	Authorized	Authorized

POWER TOOLS

Type of Tool	Youth to 14 yrs	Youth 14 – 16 yrs	Youth 16+ yrs	Adults
Screwdriver (electric)	Not Authorized	Authorized	Authorized	Authorized
Handheld sander (small)	Not Authorized	Authorized	Authorized	Authorized
Cutting tools (e.g. Dremel, small)	Not Authorized	Authorized	Authorized	Authorized
Paint sprayer (small, less than 50 psi)	Not Authorized	Authorized	Authorized	Authorized
Lawn mower (self-propelled, riding)	Not Authorized	Not Authorized	Authorized	Authorized
Commercial lawn mower (all types)	Not Authorized	Not Authorized	Authorized	Authorized
Line trimmer (electric, gas-powered)	Not Authorized	Not Authorized	Authorized	Authorized
Edger (electric, gas-powered)	Not Authorized	Not Authorized	Authorized	Authorized
Leaf blower (electric, gas-powered)	Not Authorized	Not Authorized	Authorized	Authorized
Hedge trimmer (electric, gas powered)	Not Authorized	Not Authorized	Authorized	Authorized
Belt sander (electric, cordless)	Not Authorized	Not Authorized	Authorized	Authorized
Pressure washer (>50 but <100 psi)	Not Authorized	Not Authorized	Authorized	Authorized
Circular, radial arm, reciprocating saw	Not Authorized	Not Authorized	Not Authorized	Authorized
Band or scroll saws; jig saw	Not Authorized	Not Authorized	Not Authorized	Authorized
Router / planer	Not Authorized	Not Authorized	Not Authorized	Authorized
Chain saws (electric, gas-powered)	Not Authorized	Not Authorized	Not Authorized	Authorized
Log splitters	Not Authorized	Not Authorized	Not Authorized	Authorized
Wood chippers	Not Authorized	Not Authorized	Not Authorized	Authorized

WORKING AT HEIGHTS and ELEVATIONS

ELEVATION OF WORK	Youth Up to 14 yrs	Youth 14 or older	Adults
Up to 4 feet	Step stools	Authorized	Authorized
Above 4 feet	Not Authorized	Up to 6-ft ladder	Authorized
Scaffolds above 4 feet	Not Authorized	Not Authorized	Authorized
Open platforms above 4 feet w/ fall protection	Not Authorized	Not Authorized	Authorized

WORKING AT EXCAVATIONS

TYPE OF WORK	Youth Up to 14 yrs	Youth 14 or older	Adults
Depth up to 4 feet	Step stools	Authorized	Authorized
Post holes – Depth up to 48" / width up to 18"	Authorized	Authorized	Authorized
Depth greater than 4 feet	Not Authorized	Not Authorized	Not Authorized
Areas with underground utilities	Call B4 U Dig	Call B4 U Dig	Call B4 U Dig

NOTE: Anyone acting in an immature or unsafe manner should not be allowed to operate a tool, nor work at heights or excavations, as they are a danger to themselves and others!

REQUESTING REFERENCES USING EAGLEREFS.ORG

Occoneechee Council uses a proprietary site that is a fast, easy and secure method for Eagle Scout candidates to request letters of reference to be used by the Eagle Scout board of review: EagleRefs.org !

The Eagle Scout candidate simply visits EagleRefs.org and creates an account, individual to the scout, using his / her email address and a password they create.

Upon creating the account, the scout then enters the names, addresses and email addresses of each of the references the scout wishes to have contacted by EagleRefs.org.

Each of the scout's references will receive an email from EagleRefs.org with a unique log-on so that the reference can prepare and send his/her reference. The entry and sending is a one-time only usage, which maintains the confidentiality of the reference. The reference cannot be forwarded or shared, also preserving confidentiality.

Best of all, the scout can monitor their reference requests anytime day or night. When the requests are sent and received at a confirmed email address, a yellow triangle will appear; references not requested appear with a red X as in the example shown.

OCCONEECHEE COUNCIL EAGLEREFS LOGIN

EagleRefs is a service for collecting Eagle Scout Letters of Recommendation for Eagle Candidates in the Occoneechee Council of North Carolina.

ⓘ Don't have an account? ✕

[Click here to download directions \(PDF\)](#)

Email

Password

[LOG IN](#)

Forgot your password? [Click here for help](#)

First Name	Last Name ▲	Unit	District	BSA Scout Id	Parental	Religious	Educational	Employer	Other 1	Other 2	Eagle Project
Tonny	Example	Troop 2	North Star	██████████	⚠	⚠	⚠	✖	⚠	⚠	⚠

As references are received, each is identified with a green checkmark.

First Name	Last Name ▲	Unit	District	BSA Scout Id	Parental	Religious	Educational	Employer	Other 1	Other 2	Eagle Project
Tonny	Example	Troop 2	North Star	██████████	✓	⚠	✓	✖	⚠	⚠	⚠

When all references are received, you'll know it by seeing all the green checkmarks.

First Name	Last Name ▲	Unit	District	BSA Scout Id	Parental	Religious	Educational	Employer	Other 1	Other 2	Eagle Project
Tonny	Example	Troop 2	North Star	██████████	✓	✓	✓	✖	✓	✓	✓

The Council Eagle Desk is notified electronically so that the references can be printed and placed with your file to send to the Eagle board. There is even a place for you to register your Eagle Scout service project.

The use of EagleRefs.org is *strongly* preferred, and is used by over 98% of our Eagle Scout candidates.





WHEN IS A FUNDRAISING APPLICATION REQUIRED? ADVICE FOR EAGLE SCOUT CANDIDATES OCCONEECHEE COUNCIL



- ITEM A:** As provided in the *Eagle Scout Service Project Workbook*, an Eagle Scout Service Project Fundraising Application must be used in obtaining approval for service project fundraising of monies and for in-kind donations of materials, supplies, tools, or other needs.
- ITEM B:** BSA exempts contributions from certain sources. No Eagle Scout Service Project Fundraising Application is required when your fundraising comes from these sources, no matter how much money (or goods / materials) they donate. These sources are:
- 1) The Eagle Scout candidate;
 - 2) The Eagle Scout candidate's parents or relatives;
 - 3) The Eagle Scout candidate's unit;
 - 4) The Eagle Scout candidate's chartered organization;
 - 5) Any of the Eagle Scout candidate's unit's parents or members;
 - 6) The beneficiary of the Eagle Scout candidate's service project.
- ITEM C:** BSA provides the following position statement regarding council authority:
Local councils may determine that certain types of fundraisers such as bake sales and car washes do not require a fundraising application. Councils may also establish dollar thresholds, as well; for example, "Any effort expected to raise less than \$500 does not require an application."
- ITEM D:** **Effective September 1, 2023**, Occoneechee Council has added the following exemptions:
- 7) A fundraising application shall **NOT** be required for an event or events in which money is raised from a large number of contributors, often anonymous, and for which a good or service is provided in exchange for the person's contribution. Examples of such events include car washes, pet washes, bake sales, spaghetti or BBQ suppers, and pancake breakfasts. Online solicitations ("crowdfunding") are **NOT** included here as the donor(s) receive no goods or services in exchange for their donation.
 - 8) A fundraising application shall **NOT** be required for any effort (or efforts) by a single Eagle Scout candidate that is expected to raise **less than \$2000** in cash or in-kind materials/supplies from a source or sources not exempted by National (Items 1 – 6), or by Occoneechee Council (Item 7). **Online solicitations ("crowdfunding") shall be governed by this section.**
- ITEM E:** All proceeds left over from an Eagle Scout candidate's fundraising or donations - whether money, materials, supplies, etc., and regardless of the source - go to the project beneficiary. If the beneficiary is not allowed to accept the excess funds or materials, etc., the beneficiary should designate a suitable charity to receive them, or allow the unit to retain them. **The unit must not influence this decision.**

All other terms and conditions of the ***Procedures and Limitations on Eagle Scout Service Project Fundraising*** shall apply. See *Eagle Scout Service Project Workbook* for more information.