

There are two aspects of your advancement to Eagle that must be handled very carefully.

- A. Your Eagle Scout Service Project
- B. Your Eagle Scout Rank Application

A. The Eagle Scout Service Project

You may begin working on your Eagle Scout Service Project as soon as you attain the rank of Life Scout, in fact, it is strongly encouraged that you do not wait until all other requirements are complete before you begin.

The steps to obtain approval for your project are as follows:

1. Meet with your Unit Leader to discuss potential project ideas and confirm they meet Eagle Scout service project requirements. Contact the beneficiary organization to gather project details and confirm their interest.
⚠ Do NOT begin any work on your project until all required approvals (including District Advancement approval – contact info below) are complete.
2. Complete the ***Candidate Promise*** in the Eagle Scout Service Project Proposal and obtain the following approvals:
 - a. Unit Leader
 - b. Unit Committee Chair (or designee)
 - c. Beneficiary Approval
3. After all unit and beneficiary approvals are complete, you (the Scout) must **personally meet** with a Service Area/District Advancement Committee representative to review your proposal and obtain their final approval/signature. This meeting cannot be completed by submitting a scan or having someone else deliver your proposal on your behalf.
DO NOT LEAVE YOUR PROJECT WORKBOOK AT THE SCOUT OFFICE!
4. Make any required revisions to your proposal and complete your detailed Project Plan. This plan should include materials, budget, leadership plan, safety considerations, and timeline.
5. Carry out your project.
6. After completion:
 - a. Complete the Project Report section of the workbook

B. The Eagle Scout Rank Application

Once your project is completed and you have fulfilled all the leadership and merit badge requirements, you are ready to begin the final steps.

Your application packet will consist of the following documents:

1. Eagle Scout Rank Application
2. Statement of Ambitions and Life Purpose
3. Sealed Letters of Recommendation
4. Completed Eagle Scout Service Project Workbook

1. **EAGLE SCOUT RANK APPLICATION** - Print and populate only the Eagle Scout Rank Application from inside of Scoutbook. You can find the link to generate your application inside of the Eagle Rank section of your advancement record in Scoutbook.

- Do not use Eagle Application documents downloaded from Google searches on the internet.
- Do not manually populate any blank fields for Requirement 3 or 4 in the PDF itself. ***If those fields are blank when the application generates from Scoutbook, that means that your advancement record in Scoutbook is incomplete and you need to go **BACK** into Scoutbook, correct the missing information, and then regenerate the application until Requirements 3 and 4 fully populate on their own.*** This is very important to ensure there are no delays in processing your application once it has been formally submitted.

2. **STATEMENT OF LIFE AMBITIONS AND PURPOSE** – Details are in Eagle Rank Requirement 7 and the Guide to Advancement section 9.0.1.3
3. **SEALED LETTERS OF RECOMENDATION** - As a scout, it is YOUR responsibility to identify and contact the four individuals that you will use as references to fulfill requirement 2 of the Eagle rank. It is preferred that your references return your completed reference forms to YOU in a sealed envelope, but they may submit them to the council service center as an alternative. *If they send them to the council service center, please ensure that you let the staff know that way they can be on the lookout.*

Under no circumstances should you ever open the references once you have collected them. They are to remain sealed in their envelopes and submitted along with your eagle application.

4. **COMPLETED EAGLE SCOUT SERVICE PROJECT WORKBOOK** – This will be your fully completed workbook that includes all signatures that are required before and after the project, and must include the fully completed project report.

Make copies of your entire Service Project Workbook, Eagle application, and Ambition Statement for your personal records

- A. Please call Margaret Brown or Katy Fleury at 225-926-2697 to review your paperwork prior to delivery. You must have your completed paperwork in front of you during the call.



Note: A parent or guardian must be included in all communication with adults (phone, email, etc.)

- B. Submit only the ORIGINAL versions (NO COPIES) of the following documents:

- Eagle Scout Rank Application
- Statement of Ambitions and Life Purpose
- Sealed Letters of Recommendation
- Completed Eagle Scout Service Project Workbook



Note: Only completed paperwork should be brought to the office. Do not submit partial, incomplete, or draft materials.

Submission Options:

Option 1: Council Service Center (preferred)

- Baton Rouge Service Center (225-926-2697)
4307 Bluebonnet Blvd., Suite # B, Baton Rouge, LA 70809
- Lafayette Service Center (337-235-8551)
2266 S. College Rd., Suite #E, Lafayette, LA 70508
- Lake Charles Service Center (337- 436-3376)
304 Dr. Michael DeBakey Dr., Lake Charles, LA 70601

Option 2: Alternate Submission Method

Call Margaret Brown at 225-926-2697 to arrange an alternate submission method

- C. After your application has been processed, your Unit Leader will be notified. At that point your Board of Review will be scheduled.



Congratulations on your hard work and progress on the trail to Eagle Scout! 🎉

The following individuals are Service Area/District Points of Contact for project approvals and questions regarding the process. *Please attempt to contact an individual in your home district first, however, you may work with contacts in a different district if your respective schedules and availability do not line up.*

District Advancement Contacts			
Name	Phone	Email	
Patrick Carpenter	225-313-9101	pwcarpenter@me.com	Prairieville, LA
Roslyn Davidson	225-235-6967	rsdavidson@cox.net	Baton Rouge, LA
Lt. Dan Duplantis	985-518-7486	dan@greenwoodmarine.com	Morgan City, LA
Nick Granger	337-658-2100	nicholas.granger78@gmail.com	Rayne, LA
Wayne Hill	225-335-3097	Waynefd500@yahoo.com	Prairieville, LA
Scott Hunsaker	337-302-8367	scott.hunsaker@gmail.com	Lake Charles, LA
Mike Louviere	337-339-3362	Mtlou22@gmail.com	New Iberia, LA
Denny Otilio	985-264-6239	dotillio@bellsouth.net	Mandeville, LA
Stephen Rocquin	985-247-3291	stephen.rocquin@gmail.com	Kentwood, LA
Rick Wilkinson	225-802-0911	rwilkinson@tsione.com	Denham Springs, LA