Steps to take after your Eagle Project is Completed

1. Write up any changes that you made to your project.

2. Include the sign-in sheet and record the number of hours the volunteers worked (provide a copy to your Troop Advancement Chair so they can record service project hours for volunteers). Mark the adults that worked in some way. Also include your final materials list.

3. Fill out your Eagle application. Put only home or cell phone numbers for your references along with names and addresses.
   • Remember to attach to the application, your answer for Requirement #6 (a statement of your ambitions and life purpose and a listing of positions held in your religious institution, any school, or your community or other organizations during which you demonstrated leadership skills. Include honors and awards received during this service.

4. Have your Scoutmaster conference BEFORE your 18th birthday.

5. Call the Longhorn Council and make an appointment to have your merit badges verified. Currently schedule your appointment with Athena Holt. Appointments can be made on Tuesday's, 9:00 – 12:30 and 2:30 – 4:00 in ½ hour appointments. The applications may be turned in anytime, however. Bring all of your blue cards or a signed TroopMaster copy of your records with you. Get the signature of the Council on your application.

6. Schedule an appointment with your District Advancement designee to drop off application and project.

7. The above person will then contact your references. Once all of your references have been spoken to, the above person will set a date for your Board of Review.

All of these steps MUST be taken within 90 days of you turning 18. Remember it takes time to contact references so don't wait until the last minute. Make sure you tell your references, we will be calling!

My District Advancement Designee (check one):
                Roger Boettger at 817-456-7224 (c) or 817-473-0797 (h)
                Mike Wagoner at 817-907-0124 (c) or 817-467-2469 (h)
                Randy Engberg at 817-938-4077 (c) or 972-660-8695 (h)