



Eagle Board Guidelines



Roadrunner District - Eagle Board Process

1. Before the last day of the month

- Email Roadrunner Eagle Board at roadrunner.eagleboard@gmail.com to request a directory on google drive to place your documents
 - Eagle Project Proposal
 - Eagle Project Final
 - Eagle Scout Rank Application
 - Other documents as necessary
- Key information to provide in email:
 - Scouts Name
 - Troop #
 - Scout Email
 - Scouts Telephone #
 - Parents Email
 - Parents Telephone #
 - Scoutmaster Name
 - Scoutmaster Email
 - Scoutmaster Telephone Number
 - Description of Eagle Scout Project
 - Eagle Project – Specify which type of review
 1. Proposal
 2. Final
 - Special Circumstances
 - Additional Information
- **Scoutmaster IMPORTANT Note:**
 - Reference letters must be emailed - roadrunner.eagleboard@gmail.com
 - Subject line: “Reference Letter – Troop XXX – Scout Name”
 - This ensures the confidentiality

2. Eagle Board Members will perform an initial review of completeness

- Project Proposal is well thought and will likely to succeed
- Final Eagle Project has Eagle Application signed by Council,
- Appropriate Signatures
- Life Ambition Letter
- Recommendation Letters and demonstration of leadership



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3. Eagle Board Members will Schedule Eagle Proposal Review or Eagle Board of Review meeting times.
 - Originally, 2nd Thursday were Eagle Board nights.
 - Currently, due to tele-conferencing we will be scheduling the Eagle Reviews/Boards throughout a couple of weeks
 - We will reach-out to each scout and scout leader to let you know when your scheduled time.

4. For Final Project – Eagle Board of Review
 - Council Register must validate Eagle Scout Rank Application prior to performing Eagle Board of Review.
 - Application Validation Email - Melissa.moore@scouting.org
 - Originally, the Council attempted to provide verification within 2 weeks. Our goal continues to be the same, but due to the current health situation, additional time may be required.
 - Scout / Parent will be contacted when the Eagle Board of Review is to be conducted.

5. Eagle Project Reviews and Project Final Boards will be conducted via www.zoom.com
 - Please go to www.zoom.com and download and install the video tele-conferencing software. There will be no charge to the scout.
 - Installing Zoom and testing prior to the project review will helpful.
 - Schedule times will be no more than an hour.

6. Eagle Certificates
 - BSA National Office is closed. They are not expecting to start shipping out again until April 16, 2020.

If you have questions please email us at - roadrunner.eagleboard@gmail.com