

Checklist for Cypress Troop 295 Parent Committee

Eagle Scout Project Approval

Scout's Name: _____ Parents' Names _____

Home Phone: _____ Cell Phone: _____

Scoutmaster Reviewer: _____ Advancement Chair Reviewer: _____

Preliminary: These MUST be completed prior to presenting to the Parent Committee for Review:

- Project Idea discussion with Scoutmaster and Advancement Chairperson
- Kickoff Meeting for Project Proposal Preparation. Must include Scout, his parents, and Scoutmaster and/or Advancement Chairperson. Date held: _____
- Scoutmaster Pre-Review of Project Proposal write-up. Date: _____
- Advancement Chair Pre-Review of Project Proposal write-up. Date: _____
- Scout has attended the "Life to Eagle" workshop.
- Contact Committee Chairperson to get on Committee Agenda.
- Present this form (completed to this point) to Parent Committee when presenting project.

Introduction:

- Scout dressed in Class A Uniform?

Proposal: Project Description:

- Complete description of the Project?
- Who will benefit? _____ Does this group qualify? _____
- Complete description of the benefit provided to the group identified?
- Signature of representative of organization to benefit?

Proposal: Planning Details:

- Complete description of the present conditions (*Pictures, maps, drawings, or sketches, as appropriate*)
- Methods used to complete the project:
 - How will the project work be organized?
 - How will the Scout demonstrate leadership?
- Materials required for the Project:
 - Complete list of necessary materials? (*breakdown of the materials and amount of each needed*)
 - Where will the Scout secure the materials? (*retail outlets, organizations, benefiting group, etc*)
 - How much will the materials cost?
 - How will funding to pay for the materials be secured? (*fundraiser, donations, benefiting group, etc.*)
- Resources required for the Project:
 - Complete list of all the resources necessary? (*tools, electricity, transportation, etc.*)
 - Where will the Scout secure the resources? (*provided by self, friends, Scout unit, benefiting group, etc.*)
- Project helpers (people) necessary to complete the project:
 - List the number of people needed and when. (*schedule of personnel requirements based on project workload*)
 - Where does the Scout plan to get the people? (*Scout unit, friends, schoolmates, family, etc.*)

- Time Schedule:
 - Has the Scout set dates for working on the project, and are these dates realistic?
 - What are the contingency plans in case the dates don't work out? (*Inclement weather, missing materials, etc.*)
 - Safety considerations:
 - Hazards involving the worksite, materials, tools, and weather? (*including sun/rain protection, power tools*)
 - Availability of first aid supplies and access to emergency services?
 - Who will provide for water and food? (*Will workers who neglect to bring water have access to it?*)
 - Are restroom and/or wash facilities available? (*If not, do they need to be?*)
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Actions of the Parent Committee Review Team:

- Project Approved? (If not, ensure Scout has a complete understanding of what he needs to add or change)