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
3. Eagle Board Members will Schedule Eagle Proposal Review or Eagle Board of Review meeting times.
   - Originally, 2\textsuperscript{nd} 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