

## STEPS FOR SCOUT STAR/LIFE SERVICE PROJECTS

1. Find a project – Look for a project that you will enjoy doing. Remember that your project should be an opportunity for you to show your leadership and planning abilities. Look at your school, your church, or talk to any of our adult leaders for project ideas. Contact non-profit organizations in our community to see if they need help. Please remember that in order to show leadership you need to work with other scouts. Projects should not be situations where a parent and a scout do all of the work.
2. Discuss project idea with Scoutmaster – Set up a meeting time during a Monday night meeting with Mr. Johnson to discuss your project idea.
3. Write up proposal using the Star/Life Project Form, pp. 1-2. Make sure your descriptions contain the details for your project; make sure you have thorough explanations. Try to answer any questions that the Troop Committee will ask.
4. Show proposal to Scoutmaster for discussion and approval – Set up a meeting time during a Monday night meeting with Mr. Johnson to review your typed, completed proposal. If everything is okay, he will sign it. Next, you will need to get a signature from the organization your project will benefit. Then return the project to Mr. Johnson.
5. Proposal is presented to Troop Committee – If your proposal is okayed by the Scoutmaster and after you get the necessary signatures, it will then be presented to the Troop Committee that meets the first Thursday of each month.
6. Troop Committee accepts/declines project – The troop committee will either accept or decline the project. Occasionally, the troop committee has questions that need additional clarification. The result of the troop committee meeting is emailed to you.
7. Implementation of project – After you receive acceptance from the Troop Committee, implement your project. Set your work dates (make sure they don't conflict with other troop activities). Gather your volunteers and materials; complete your project. Remember to keep a record of the other scouts and adults who help on your project. Please take pictures, especially before and after, to include in your final project write-up and in our scrapbook.
8. Complete the Star/Life Project Form, pp. 3-5. Show the completed project form to Mr. Johnson. If you have completed your leadership and merit badges, then he will schedule a Board of Review for your next rank.

\*\*Please note the planning before the project normally takes several weeks. Please plan accordingly. Do not set final work dates or work on your project until you have received approval from the committee.

# STAR/LIFE SCOUT PROJECT WORKBOOK

FOR \_\_\_\_\_

Complete pages 1 and 2 before beginning the project.

**PROJECT DESCRIPTION** – Describe the project you plan to do.

What group will benefit from the project? \_\_\_\_\_

What is the estimated cost of this project? \_\_\_\_\_

Who is paying for the project? \_\_\_\_\_

How many hours will it take for you to complete the project? \_\_\_\_\_

How many people will you need to complete the project? \_\_\_\_\_

How will you recruit your volunteers? \_\_\_\_\_

What are your proposed project work dates? \_\_\_\_\_

This project concept was discussed with the following representative of the group that will benefit from the project.

Representative's name: \_\_\_\_\_

Representative's title: \_\_\_\_\_

Representative's phone number: \_\_\_\_\_

Date of meeting: \_\_\_\_\_

# **BEFORE PHOTOGRAPHS**

## **APPROVAL SIGNATURES FOR PROPOSED PROJECT**

Group Representative's Signature \_\_\_\_\_ Date: \_\_\_\_\_

Scout's Signature \_\_\_\_\_ Date: \_\_\_\_\_

Parent's Signature \_\_\_\_\_ Date: \_\_\_\_\_

Scoutmaster's Signature \_\_\_\_\_ Date: \_\_\_\_\_

Committee Member's Signature \_\_\_\_\_ Date: \_\_\_\_\_

Complete pages 3-5 after the project is finished. Turn in pages 1-5 to your Scoutmaster after your project is finished and you are ready for a Scoutmaster's Conference.

## **PROJECT EXECUTION**

Describe how your project was completed. Did it go according to your plan? What changes did you have to make? Were you on budget?

What did you learn from doing this project?

## **AFTER PHOTOGRAPHS**

### **APPROVAL SIGNATURES FOR COMPLETED PROJECT**

Group Representative's Signature \_\_\_\_\_ Date: \_\_\_\_\_

Scout's Signature \_\_\_\_\_ Date: \_\_\_\_\_

Parent's Signature \_\_\_\_\_ Date: \_\_\_\_\_

Scoutmaster's Signature \_\_\_\_\_ Date: \_\_\_\_\_

Committee Member's Signature \_\_\_\_\_ Date: \_\_\_\_\_

