The BSA National Advancement Team has announced a temporary advancement policy change during the current COVID-19 emergency. Until September 30, 2020, local councils will be authorized to directly grant time extensions to Life Scouts who believe that they will be prevented from completing their Eagle Scout rank requirements before their 18th birthday by the COVID-19 disruptions. It must be established that COVID-19 disruptions were the only circumstances that delayed work on Eagle Scout advancement requirements

Time extensions for qualifying Scouts and Venturers working on the Eagle Scout and Summit awards can be submitted to Three Fires Council for circumstances that delay work on Eagle or Summit advancement requirements due to COVID-19. Time extensions, if granted, are for three months after the Scout’s 18th birthday and extensions beyond three months must be approved by National and will be unlikely to be granted.

**Procedure to Submit a Request**

A letter (including Attachments A, B, and C) requesting the extension by the Scout, Scout’s parents or guardian, unit leader, or unit committee member is submitted to the Three Fires Council Advancement Committee. The letter describing the reason for the delay, work remaining to complete requirements and the requested time extension is submitted to Bob Charles at [rpc\_nu70@yahoo.com](mailto:rpc_nu70@yahoo.com) with a copy to Jon Garn at [jon.garn@scouting.org](mailto:jon.garn@scouting.org).

You will be notified by email that your request has been received and if additional information is needed. The review of your request will be completed as soon as possible. You’ll then be notified by email of the disposition of your request. If it is approved, the extension approval letter you receive must be attached to your Eagle Scout Rank Application form when it is submitted for your board of review.

1. The request must identify that COVID-19 disruptions were the only circumstances that delayed work on Eagle Scout or Summit advancement requirements, such as the service project or merit badges.
2. Clearly state which requirements remain to be completed as of the date of submission. For example, if the position of responsibility has not been completed, the date it is anticipated to be completed must be included.
3. List of merit badges remaining to be completed along with the anticipated completion dates. Include information on requirements already completed, what cannot be done due to COVID-19, and what you are doing relative to requirements that can be done online.  Attachment C is included for providing this information.
4. A copy of your project proposal. An explanation must be provided if a proposal has not been prepared or it is not yet approved and steps to complete. Attachment B is included for providing this information.
5. If the letter requesting an extension is submitted after the Scout’s 18th (or 21st for Summit rank) birthday, it is to include the reason for the delay.
6. Information as shown in Attachment A

Note: The Attachments are in Word to make it easier for entering information.

**Procedure if you have completed all requirements and are ready to submit your application and documentation to the council office and will turn 18 while the office is closed.**

1. Email a copy of your Eagle application to Bob Charles at [rpc\_nu70@yahoo.com](mailto:rpc_nu70@yahoo.com) with a copy to Jon Garn at [jon.garn@scouting.org](mailto:jon.garn@scouting.org). Turn in the Eagle package when the office opens. A request for time extension is not required.
2. **Information Needed for Eagle Scout Time Extension Request**

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| --- | --- | --- |
| Scout’s Full Name | | PID No.\* |
| \*your 8-digit PID number identifies you uniquely. Find it on your membership card or in Scoutbook. | | |
| Date of Birth | Date First Joined Scouts BSA (if known) | Life Scout Board of Review Date |
| Date when Position of Responsibility will be or has been met | | |
| Unit No. | District | Three Fires Council |
|  | Scout’s email | Scout’s Phone No. |
| Parent’s Name(s) | Parent’s email | Parent’s Phone No. |
| Scoutmaster’s Name | Scoutmaster’s email | Scoutmaster’s Phone No. |

1. **Service Project Details for** **Eagle Scout Time Extension Request**

In the current epidemic situation, you may have difficulty in getting your Eagle Scout Service Project completed on time. This could be for many reasons, including access to certain areas or equipment, availability of materials and tools, ability to work with other people, or availability of a service project coach.

In the spaces below, indicate your progress through the phases of service project completion, including fundraising if that will be necessary. Also estimate how much extra time is likely to be needed when conditions improve.

If there are any other facts about your service project that you need to explain, please use the additional space at the end of this block.

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| --- |
| **Current status of your Eagle service project: Proposal Stage □ Planning □ Implementation □** |
| **Before this situation, on what date did you plan to compete your project?** |
| **How many extra days, will you need to complete your project when that is possible?** |
| **Proposal Stage** |
| Have you submitted a project proposal that has been approved: Yes □ No □  If Yes attach a copy your project proposal including the signature page  If No when do you plan to complete and get approval? Provide details that cannot be accomplished via digital medium due to COVID-19 |
| **Proposal and Planning Stage** |
| Will you need a fundraising application? Yes □ No □  If Yes, has it been submitted and approved? If not when do you plan to complete and get approval? |
| **Planning** |
| Have you completed your plan: Yes □ No □  If No when do you plan to complete the plan?  Are you working with an Eagle Advisor?  Attach a copy your project proposal including the signature page |
| **Implementation** |
| What is the status of implementation of your service project and reason for delay due to COVID-19?  Attach a copy your project proposal including the signature page |
| If you haven’t had a service project approved, remember that you must use the *Eagle Scout Service Project Workbook* (# 512-927) to complete your project. You can download it from https[://w](http://www.scouting.org/advancement)ww[.s](http://www.scouting.org/advancement)c[outing.org/advancement.](http://www.scouting.org/advancement) Remember to read the entire workbook. |

# **Merit Badge Details for Eagle Scout Time Extension Request**

In the current epidemic situation, you may have difficulty in passing some of the requirements you need to earn merit badges needed for the Eagle rank. This could be for many reasons, including access to certain areas or equipment, availability of materials, ability to work with other people, or availability of a merit badge counselor.

In the spaces below, enter each merit badge and specific requirement that would likely be difficult to complete in the conditions expected in this epidemic situation, such as isolation from other people and closing of facilities that would normally be available. Briefly explain how these situations can be expected to prevent you from passing those needed requirements.

Also estimate how much extra time is likely to be needed when conditions improve. Use as many copies as you need to explain these serious merit badge barriers.

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| **Item No.** | **Merit Badge:** | **Requirement No.** |
| Briefly tell how the coronavirus situation has prevented your timely completion of this requirement: | | |
| Before this situation, on what date did you plan to complete this requirement? | | |
| How many extra days will you need to complete it when that is possible? | | |

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| **Item No.** | **Merit Badge:** | **Requirement No.** |
| Briefly tell how the coronavirus situation has prevented your timely completion of this requirement: | | |
| Before this situation, on what date did you plan to complete this requirement? | | |
| How many extra days will you need to complete it when that is possible? | | |

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| **Item No.** | **Merit Badge:** | **Requirement No.** |
| Briefly tell how the coronavirus situation has prevented your timely completion of this requirement: | | |
| Before this situation, on what date did you plan to complete this requirement? | | |
| How many extra days will you need to complete it when that is possible? | | |

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| --- | --- | --- |
| **Item No.** | **Merit Badge:** | **Requirement No.** |
| Briefly tell how the coronavirus situation has prevented your timely completion of this requirement: | | |
| Before this situation, on what date did you plan to complete this requirement? | | |
| How many extra days will you need to complete it when that is possible? | | |

|  |  |  |
| --- | --- | --- |
| **Item No.** | **Merit Badge:** | **Requirement No.** |
| Briefly tell how the coronavirus situation has prevented your timely completion of this requirement: | | |
| Before this situation, on what date did you plan to complete this requirement? | | |
| How many extra days will you need to complete it when that is possible? | | |