



## CITY OF WEST LINN Eagle Project Application Packet

Congratulations on reaching this point in your scouting career and thank you for your interest in completing your Eagle Project with the City of West Linn. We've worked with many Life Scout's over the years and we look forward to working with you as well. This Eagle Project application packet will explain the steps we've put in place to help make your project successful.

Your Eagle Scout contact at the City of West Linn is Mike Perkins, Park Development Coordinator/City Arborist. Mike can be reached at 503-557-4700 or [mperkins@westlinnoregon.gov](mailto:mperkins@westlinnoregon.gov) Keep Mike's information handy. He is the person who will be approving your initial application, advising you along the way and steering you to the acceptance of your final product.

When selecting your Eagle Project at the City of West Linn, it must be no less than four months before your 18<sup>th</sup> birthday.

A list of proposed projects at the City of West Linn is available upon request by contacting Mike Perkins. We also welcome your ideas. The city's projects are awarded on a first-come first-serve basis.

Page two (The Eagle project Agreement) provides a list of expectations and requirements for your eagle Project. Each item on the list is to be reviewed by you, along with your parent or guardian, and initialed in the space provided, indicating your understanding and agreement with each issue. Should you have questions or concerns, feel free to contact Mike Perkins.

Page three (Eagle Project Application) must be completed before and brought to your first interview with Mike Perkins. Again, should you have any questions or concerns, feel free to contact him.

Page four (Volunteer Timesheet) must be completed at each of your project events by each person volunteering. Completed timesheets will be collected at your final meeting with Project Coordinator.

Mike Perkins  
Park Development Coordinator/City Arborist  
Mailing Address:  
City of West Linn, 22500 Salamo Road #1100  
West Linn, Oregon 97068  
[mperkins@westlinnoregon.gov](mailto:mperkins@westlinnoregon.gov)  
503-557-4700 FAX 503-656-4106



# CITY OF WEST LINN Eagle Project Agreement

To ensure a successful partnership, we like to start with a list of expectations. Read each item with your parent or guardian and initial where provided to confirm that you understand and agree with each requirement. Clear communication is the key to a successful Eagle Project.

Parent or  
Scout Guardian

\_\_\_\_\_ Scout and his parent/guardian will schedule a meeting with project coordinator to review the proposed/desired project and required paperwork. It must be no less than 4 months before the Scout's 18<sup>th</sup> birthday.

\_\_\_\_\_ The Scout will be responsible for contacting project coordinator, in writing or via email, with updates on the project, including every meeting with City of West Linn employees. The report will include the date, purpose, and results of the meeting.

\_\_\_\_\_ The Scout will allow sufficient time to plan, work, and finalize the project. Some projects could take up to a year to complete.

\_\_\_\_\_ The Scout will have completed the applicable forms for Eagle Project prior to the second meeting with project coordinator.

\_\_\_\_\_ Before the project is submitted to the Eagle Review Board. The Scout will submit a written work proposal to project coordinator for approval.

\_\_\_\_\_ The Scout will secure all tools and supplies for completion of the project. Coordinate any needs with project coordinator.

\_\_\_\_\_ All field work shall be coordinated with your project coordinator. All field work dates are contingent upon staff availability.

\_\_\_\_\_ The Eagle Project should require a minimum of 100 volunteer hours to complete. This includes the procuring of all materials and tools and organizing work groups and volunteers.

\_\_\_\_\_ Your project coordinator must approve completion of the Eagle Project before the final project is presented to the Eagle Review Board.

\_\_\_\_\_ Your project coordinator is the only one who can sign final approval of the eagle Scout Project.

Name (printed): \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Signature of  
Parent or Guardian: \_\_\_\_\_ Date: \_\_\_\_\_



# CITY OF WEST LINN

## Eagle Project Application

<b>Contact Information</b>		
<b>Please Note: Applicant must be at least 14 to participate and no less than 4 months before turning 18</b>		
<b>Name:</b>		<b>Date:</b>
Street Address:		
City, State, Zip		
Home Phone:		
Cell Phone:	Work Phone:	
Email Address:		
Birth Date (mm/dd/yyyy)	Year in School:	
Parent/Guardian:		
Scoutmaster:	Phone:	Troop Number:

<b>Project Desires/description</b>

<b>Project Dates (Three to four month minimum planning time)</b>

<b>Person to Notify in case of emergency</b>		
<b>Name:</b>		<b>Relationship:</b>
Home Phone:	Cell Phone:	Work Phone:

<b>Agreement and Signature</b>	
I hereby certify that this application contains no misrepresentations or falsifications and that the information is true and complete to the best of my knowledge and belief. I understand that misrepresentation or omission of facts called for on this form application is cause for cancellation of the application and/or dismissal from volunteer service. I understand that background or security checks may be conducted, as deemed necessary. I authorize the City of West Linn to make any necessary and appropriate investigations to verify the information contained herein. I give permission for my photo to be taken while volunteering and that photos can be published.	
Name (printed):	
Signature:	Date:
Signature of Parent of Guardian, if under 18:	Date:

<b>Return Application to</b>
Mike Perkins, Park Development Coordinator    City of West Linn, 22500 Salamo Rd., West Linn, 97068 503-557-4700 <a href="mailto:mperkins@westlinnoregon.gov">mperkins@westlinnoregon.gov</a> FAX 503-656-4106

