



MONTGOMERY COUNTY DEPARTMENT OF PARK AND PLANNING
THE MARYLAND-NATIONAL CAPITAL
PARK AND PLANNING COMMISSION
VOLUNTEER SERVICES OFFICE
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Dear Eagle Scout Candidate,

Thank you for your interest in fulfilling your Eagle project requirement with Montgomery Parks. The information in this letter should be helpful in determining if we are the right agency for you at this time. Because we get so many requests for Eagle projects, we have developed the following procedures for taking on an Eagle Scout Candidate.

1. The scout identifies a potential project that corrects a problem or enhances the amenities in a park. We suggest you work in a park you visit or near your home. You may certainly contact the Park Manager or other park staff to explore ideas for a project however it is not their responsibility to find a project for you.
2. The scout proposes his project to an appropriate Park's staff person. The outline of the proposal should follow the guidelines in the Road to Eagle packet. The successful scout will be specific and attentive to detail, including correct spelling and any logical attachments i.e. timeline, materials lists, diagrams, etc.
3. When proposing your project, think of it as an interview. Generally we are looking to ensure that the scout has the maturity, skills and enthusiasm necessary to complete the project and a strong desire to achieve the rank of Eagle Scout. The scout should wear his uniform, bring his handbook and be prepared to discuss his scouting experience and proposed project.
4. With preliminary approval of the idea, the scout develops the project proposal to ensure the plan includes all necessary detail, materials, methods and time line for the project. Once the project proposal is finalized and approved by the District Board of Review, the scout is assigned to a project supervisor and should register as volunteer online at www.parksvolunteers.org. Click "Search opportunities" and select "Eagle Scout Project". You will then be asked to fill out an online application.
5. The project is complete when the staff supervisor has inspected and approved the work and the scout has reported his hours. Upon successful completion, the staff supervisor will provide the scout with a letter of recommendation for the Eagle Board of Review. We ask that a copy of the completed project report be emailed to the VSO office so that we may keep it on file.

We follow this process because we make an investment in every Eagle candidate working in our park system. We have found that while it is a challenge, our Eagle Scouts have proven their ability to organize and lead a project of substance.

Please call me at 301-495-2504 if you need more information. Good luck!

Lynn Vismara
Group Volunteer Coordinator