



BOY SCOUTS  
OF AMERICA®

BLACKHAWK AREA COUNCIL

# Eagle Process for Board of Reviews and Extension Requests During COVID-19

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## Eagle Paperwork for EBOR (Eagle Board of Review):

1. Once the Eagle Packet paperwork is ready please mail it to the Council Office

**Blackhawk Area Council**

**Att: Eagle Process**

**2820 McFarland Rd.**

**Rockford, IL 61039**

2. Council verifies all information / records
3. Council will either
  - a. Contact the unit for further information if need be OR
  - b. Provide the packet to our Council Advancement Chair if ready for a Board of Review
4. The Council Advancement Chair will contact the unit and District Advancement Chair to notify them the packet is in order and an Eagle Scout Board of Review is approved to be conducted.
5. Once the unit schedules the virtual EBOR, they should notify the Council Advancement Chair of the date and time of the EBOR.
6. The Council Advancement Chair will then provide a link for the EBOR committee (and its members) no earlier than 30 minutes prior to EBOR to preview the Eagle Packet as outlined in the Guide to Advancement
  - a. The link will not allow for printing, downloading, or edits of any kind and board member are explicitly prohibited from forwarding the link or downloading, printing or disseminating any of the Eagle packet contents.
7. Access to the link will be removed 2.5 hours after initial access is granted.
8. Upon completion of the EBOR, the committee chair will email a list of required information granting or denying the Eagle Rank – explanation of denial must be included. The EBOR members will each email the Council Advancement Chair of their decision.
9. The Council Advancement Chair will coordinate with the District Advancement Chair and Council during the entire process.
10. For approved Board of Reviews, Blackhawk Area Council will finalize the necessary National process.

\* Please note that the Eagle Certificates are taking longer than usual during this time. Your patience is appreciated.

## Requesting an Eagle Extension during COVID-19

1. Effective immediately and lasting through September 30, 2020 the National Council has granted authority to each local councils to review and if appropriate, approve Eagle Extensions strictly related to COVID-19
  - a. It must be established that COVID-19 disruptions were the only circumstances that delayed work on Eagle Scout/Summit/Quartermaster advancement requirements, such as the service project or merit badges.
  - b. If any other circumstances are involved beyond COVID-19 complications, then a “regular” extension request must follow the process outlined in the Guide to Advancement, including sending the request to the National Council via the Blackhawk Area Council
2. The Scout must currently be a Life Scout
3. For Eagle, the extension must not exceed **3 months** from the youth’s 18<sup>th</sup> birthday; for Summit/Quartermaster, the extension must not exceed 3 months from the youth’s 21<sup>st</sup>
4. If the scout will turn 18, the Scout must then submit a completed adult application and successfully complete YPT; their participant code will now be UP for SBSA or VP for Venturing and Sea Scouting.
5. Extension requests for more than 3 months beyond the youth’s 18<sup>th</sup>/21<sup>st</sup> birthday must be sent to the National Service Center following the process outlined in the Guide to Advancement (see 1.A).
6. Note: A “month” in BSA advancement is defined as a day from one month to the next. For example, March 5 to April 5.
7. The moment the Scout believes they might need an extension - they should immediately contact their District Advancement Chair:
  - Wanchanagi (Boone & Winnebago County) – Connie Snyder:  
[wanprojreview@yahoo.com](mailto:wanprojreview@yahoo.com)
  - Sycamore (McHenry County) – Frank Colomer:  
[frankcolomer@comcast.net](mailto:frankcolomer@comcast.net)
  - Arrowhead (Galena, IL & Wisconsin Counties of Grant, Lafayette, Green): James Busan:  
[bussanja@chorus.net](mailto:bussanja@chorus.net)
  - Wetassa (Stephenson Jo Davies, Carroll Counties): Liz Hollis:  
[bigmamaholliz@yahoo.com](mailto:bigmamaholliz@yahoo.com)
  - White Eagle (Ogle, Whiteside, Lee County) Kari Ebens:  
[ebensfab5@hotmail.com](mailto:ebensfab5@hotmail.com)
  - Blackhawk Area Council – Manny Torres:  
[advanceinBAC@outlook.com](mailto:advanceinBAC@outlook.com) or 630-488-8214
8. The Scout will need to fill out a Special Circumstance Extension Request Form (Parts A,B, & C); which can be access here or available from your District Advancement Chair
9. Once the completed form is returned to the District Advancement Chair it will be reviewed by the Council Advancement Team within 48-72 hours
10. At the time the application is reviewed the Scout will be notified of the outcome. If an extension is granted the Scout will receive a certificate of extension approval that must accompany the Scouts Eagle paperwork, including it with the Eagle Scout application.

## Related FAQ's:

**Q: If youth have already received an extension, can they request additional time due to COVID-19?**

Yes. Council Scout executives may grant extensions, or delegate authority to the Council Advancement Committee to grant extensions under the limitations listed above.

**Q: What should be done while an extension request is being considered?**

Youth should continue to work on advancement in so far as they are able—e.g., independently, or over the phone or videoconference—and at Scouting activities once they resume.

**Q: Are extensions required when an Eagle/Summit/Quartermaster board of review must be delayed?**

No. Councils may grant Eagle/Summit/Quartermaster boards of review up to six months after the youth's 18<sup>th</sup>/21<sup>st</sup> birthday. See [GTA Topic 8.0.3.1, "Eagle Scout Board of Review Beyond the 18th Birthday."](#) See also, [GTA Topic 8.0.1.6, "Boards of Review Through Videoconferencing."](#)

**Q: Are electronic or digital signatures acceptable for rank advancement or for the Eagle/Summit/Quartermaster packets/applications?**

Yes. Electronic or digital signatures will be accepted through September 30, 2020. The District Advancement Chair can provide you with further detail on what is acceptable and how to provide them with the paperwork