



Dear Eagle Scout Candidate;

We look forward to having you complete your Eagle Scout Project within Provo Parks. Here are a few things to know before submitting your *Eagle Scout Service Project Plan*.

- Before completing the formal "Project Proposal" found in the Eagle Scout Packet, please meet **with a Parks Section Leader** from Parks Operations to review your project idea as often several ideas are discussed before one is found that will work.
- *Eagle Scout Service Project Proposals* must be approved by Parks Operations Staff, see attachment, **before** the plan is taken to the Boy Scout of America Council. The project should be beneficial to the park community and practical for a scout to accomplish. Projects can be rejected due to safety hazards and for logistical reasons.
- The Park Operations Representative can sign the proposal in the "beneficiary" section.
- The Project Proposal must be completed in full prior to submitting to Parks Operations for approval.
- All projects **must be completed within 6 months** of Parks Operations approval.
- Provo City Parks and Recreation **will not provide any funding for projects**, but can provide the use of our volunteer trailer for projects.
- **Special restrictions on dates and times may apply** to your project based on Park Reservations and special events. Project dates must be pre-approved.
- A Parks representative may be required to be present during your project.

Please to fill out the following contact information for city records. All questions should be directed to the Provo Parks and Recreation Volunteer Coordinator.

Name: \_\_\_\_\_ Preferred telephone: \_\_\_\_\_

Email Address: \_\_\_\_\_

Name of Project: \_\_\_\_\_

Project Location:

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Thank you,

Ralston Ramkissoon  
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Recreation Program Coordinator  
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