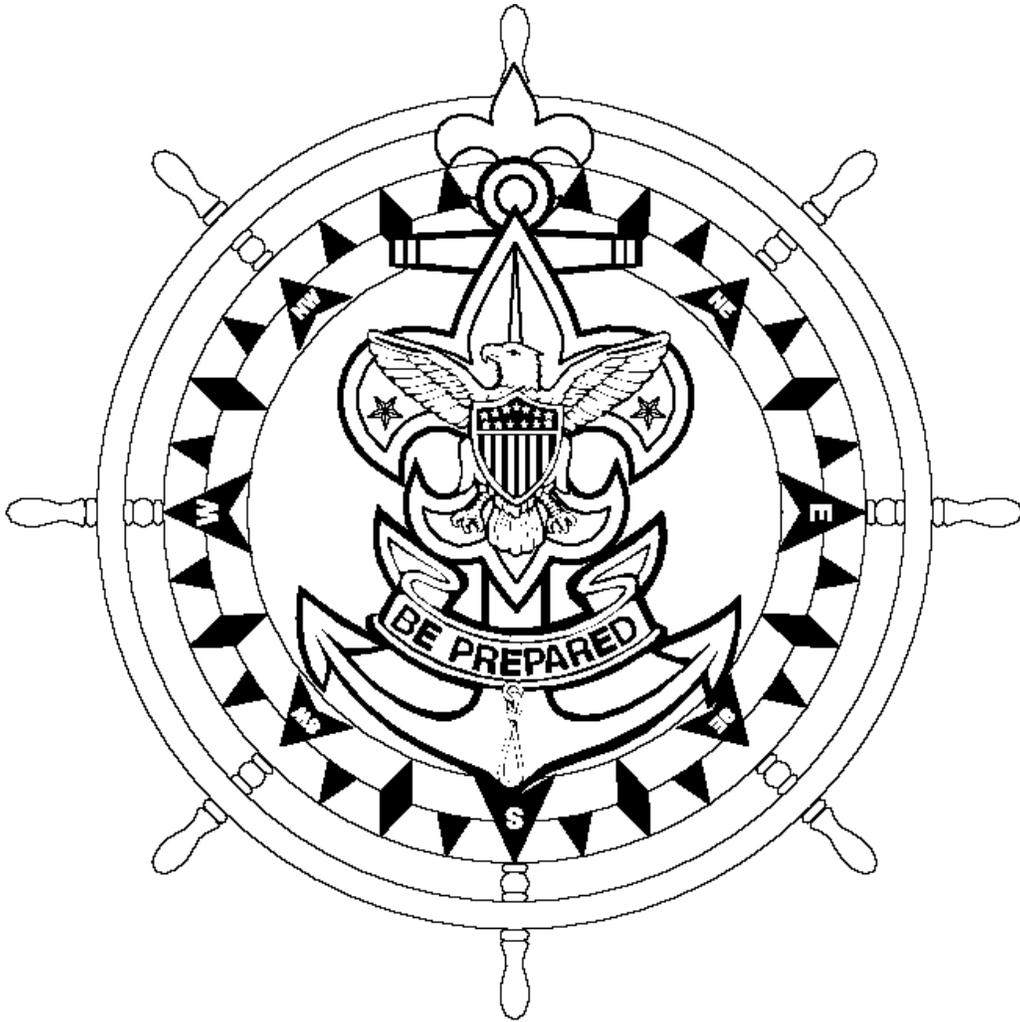


# QUARTERMASTER



## SERVICE PROJECT WORKBOOK

Scout's name \_\_\_\_\_ Skipper's name \_\_\_\_\_  
Address \_\_\_\_\_ Address \_\_\_\_\_  
Telephone number \_\_\_\_\_ Telephone number \_\_\_\_\_  
Ship number \_\_\_\_\_ District \_\_\_\_\_ Council \_\_\_\_\_

# QUARTERMASTER SERVICE PROJECT

You have earned the Seaman Able rank and are ready to begin your Quartermaster service project. This workbook will assist you in planning and recording the progress of your project and in completing and submitting a final report.

## The Requirement

“While a Able, plan, develop, and give leadership to others in a service project helpful to your religious institute, school, or community. This project must be approved by your Skipper, Ship committee, and by the council or district advancement committee before you start. You must use the eagle Scout Service Project Workbook, No. 18-927 in meeting this requirement.”

## Originality

Does the project for Quartermaster have to be original, perhaps something you dream up that has never been done before? The answer is “No, but it certainly could be.” You may pick an Quartermaster project that has been done before, but you must accept responsibility for planning, direction, and following through to its successful completion.

## Limitations

Routine labor (a job or service normally rendered) should not be considered. Work involving council property or other BSA activities is not permitted. The project also may not be performed for a business, be of a commercial nature, or be a fundraiser. (Fundraising is permitted only for securing materials or supplies needed to carry out your project.)

## Size

How big a project is required? There are not specific requirements, as long as the project is helpful to a religious institution, school, or community. The amount of time spent by you in planning your project and the actual working time spent in carrying out the project should be as much as necessary for you to demonstrate your leadership of others.

## Examples

A look at some projects other Scouts have done for their Quartermaster illustrates that your project may be to construct something or may be to render a service.

- Made trays to fasten to wheelchairs for disabled veterans in a VA hospital.
- Collected used books and distributed them to people in town who wanted and needed, but couldn't afford them.
- Put a sturdy footbridge across a brook to make a safe shortcut for children between their homes and school.
- Collected and repaired used toys and gave them to a home for handicapped children.
- Organized and ran a bicycle safety campaign. This involved a written safety test, equipment safety checking, and a skill contest in a bike rodeo.
- Surveyed the remains of an old Spanish mission and prepared an accurate map relating it to the present church.
- Built a “tot lot” in a big city neighborhood and set up a schedule for Boy Scouts to run it.
- Set up a community study center for kids with no place at home to do schoolwork.

## Approvals

### Before You Start

Your project idea must be approved by your Skipper, Ship Committee, and council or district advancement committee before the project is started. The following questions must be answered before giving its approval:

- Who will benefit?
- How will they benefit?
- What official from the group benefited will be contacted for guidance in planning the project?
- How many people will be recruited to carry out the project?

## After Completion

Although your project was approved by your Skipper, Ship Committee, and council or district advancement committee before it was begun, the Quartermaster bridge of review must approve the manner in which it was carried out. Questions that must be answered follow:

- Did you demonstrate leadership of others?
- Were you indeed the project director, rather than doing the work yourself?
- Was the project helpful to the religious institution, school, or community group?
- Did the project follow the plan?
- If changes were made, why were they made?

### Filling Out the Form

As you plan and carry out your Quartermaster service project, use these pages to record your plans and progress. Remember that others will be reading these pages. You should print, type, or write legibly. You may remove the staples and add pages if you wish.

# PROJECT DESCRIPTION

## Concept

Describe the project you plan to do.

What group will it benefit?

\_\_\_\_\_  
Name of religious institution, school, or community

\_\_\_\_\_  
Address (location)

My project will be of benefit to the group because:

The concept was discussed with my Skipper on \_\_\_\_\_  
Date

The project concept was discussed with \_\_\_\_\_  
Name

\_\_\_\_\_  
Title

\_\_\_\_\_  
Phone number

of \_\_\_\_\_  
Religious institution, school, or community Date

# PLANNING DETAILS

Plan your work by describing the present condition, the method, materials to be used, project helpers, and a time schedule for carrying out. Describe any safety hazards you might face and explain how you will ensure the safety of those carrying out the project.

## Approvals

Project plans approved by \_\_\_\_\_ Date  
Religious institution, school, or community

Project plans approved by \_\_\_\_\_ Date  
Skipper

Project plans approved by \_\_\_\_\_ Date  
Ship Committee

Project plans approved by \_\_\_\_\_ Date  
Council or district advancement committee

**YOU MAY NOW PROCEED TO CARRY OUT YOUR PROJECT.**

# CARRYING OUT THE PROJECT

Keep a record and make notes as your project progresses. include dates worked, those assisting you and their time spent, and the materials (type and cost), if used.

Dates of actual project work \_\_\_\_\_

Dates

\_\_\_\_\_

Dates

\_\_\_\_\_

Dates

**Notes**



## Notes

### **Assisted by**

I was assisted by the following Sea Scouts and/or other individuals:

<b>Name</b>	<b>Date Worked</b>	<b>Hours Worked</b>
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### **Changes**

The original project plans were followed except the following changes (include reasons for change):

**Materials (if used)**

**Type**

**Cost**

**Time Spent**

The amount of time spent should be as adequate as necessary for you to demonstrate your leadership of others (two or more) in planning and carrying out your project.

Total time I spent planning the project \_\_\_\_\_

Total time I spent carrying out the project \_\_\_\_\_

Total time spent by others assisting on the project \_\_\_\_\_

Date the project was completed \_\_\_\_\_

The project was started and completed since I received the Seaman Able rank and is respectfully submitted for consideration.

Applicant's signature \_\_\_\_\_

Date \_\_\_\_\_

This project was planned, developed, and carried out by the candidate.

Skipper's signature \_\_\_\_\_

Date \_\_\_\_\_