

Signature Project 2020

<https://www.kiwanis.org/clubs/member-resources/service-projects/signature-projects/contest>

Signature projects show the impact a Kiwanis club can have on a community. From playgrounds and parks to festivals and fundraisers, signature projects are the hallmarks of what Kiwanis clubs are known for in their communities.

Signature projects provide valuable and needed service to a community. They elevate awareness of Kiwanis, engage current members and remind them why they joined Kiwanis. Additionally, signature projects can increase membership. Don't forget to invite and involve potential new members in your club's next signature project.

Kiwanis International will host the Fourth Annual Signature Project Recognition Program for districts in 2020. New to this year's contest is the establishment of two contest tiers.

- Clubs with 28 members or more will be judged in the Tier I category; and
- Clubs with 27 members or less will be judged in Tier II category.

While the district will determine how to select its club-level Tier I and Tier II submissions, all projects should follow the criteria listed below. A signature project is one that includes **ALL** of the following criteria:

- **Recurring:** At a minimum, the project should take place annually.
- **Brand enhancing:** The project should be designed to elevate the Kiwanis brand in the local community with opportunities for public relations activities, such as using the Kiwanis name on the project, media mentions, etc.
- **High impact:** The project should have a demonstrable positive impact on the community; this impact should be measurable in monies raised or children served.
- **Membership focused:** The project should support opportunities to strengthen membership and develop new partnerships.

***TIP:** A good question to ask when identifying a signature project: "What community activity or event is my club known for?"*

Resources are available at:

<https://www.kiwanis.org/clubs/member-resources/service-projects/signature-projects>

An online contest submission form will now will be available for clubs to use when submitting their projects. Each club's entry will be sent directly to KI. Staff at KI will send district submissions to the designated district contact for district leadership to select their Tier I and Tier II submissions to the 2020 Signature Project Contest.

While the district determines how to select its club-level Tier I and Tier II submissions, the project should follow the criteria listed above. Once a district has selected its representative club-level signature projects, a district designate can complete the online submission form.

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2020 Signature Project Contest rules, instructions and criteria

<https://www.kiwanis.org/clubs/member-resources/service-projects/signature-projects/contest/signature-project-contest-rules>

1. Each district may submit one club-level signature project in each tier to represent the district. Tier I clubs have 27 or fewer members. Tier II clubs have 28 or more members.
2. Each participating district will be responsible for designing its selection process for deciding the club-level projects representing the district.
3. The contest opens Sunday, December 15, 2019 and ends at midnight EST Monday, January 27, 2020.
4. Submissions must be submitted through the online submission form.
5. All contest submissions will be confirmed as received via a confirmation email to the submitter.
6. Members of the Kiwanis International Board Committee on Service and Partnerships will review all submissions that meet contest criteria. The committee will select the top 10 finalists in each tier. The committee, along with Kiwanis partner affiliates, will select the gold, silver and bronze winners.
7. The decision of the panel is final.
8. Finalists and their respective districts will be notified of their status by Kiwanis International.
9. The top 10 finalists will be acknowledged during the Kiwanis International convention, and the top three — gold, silver and bronze — projects in each tier will be awarded.

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To help you prepare to complete the online submission form, review the list of questions in advance. Also, see the Capital District Selection Committee Scoring Rubric that mirrors the Kiwanis International questions.

Kiwanis International Signature Project Questions:

1. Name of the signature project
2. Name of your club
3. Club Key Number
4. How many members are in your club?
5. Club city, state, country, Postal Code
6. Club president name
7. Club president email
8. Name of person submitting this entry
9. Email address of submitter
10. Phone number of submitter
11. Select your district
12. Select type of Signature Project (service project or fundraiser)
13. How many years have you conducted this project or event?
14. Does your club conduct or intend to conduct this project at least annually? (Yes/No)
15. How many people were served or helped by your most recent event? (Not including club members running the event)
16. What's the primary focus of your signature project? (Select from list or explain "Other")
17. What group is primarily being served by your signature project? (Select from list or explain "Other")
18. Describe the population being served and the need that's being addressed or met through your project.
19. How many attended your most recent event?
20. How many club members participated? (Include those involved in the planning and execution)
21. How many members from other Kiwanis clubs helped with this project?
22. Did members of any Service Leadership Program clubs participate? Please describe.
23. If this is a fundraiser, what were the total funds raised by the project?
24. What are the total expenses for your signature project? (Service project or fundraiser)
25. How many new club members, if any, were gained through the project since it began?
26. How did you promote your event or project? (Select from list and/or explain "Other")
27. Share any details of your promotional efforts for your project, your club, and the Kiwanis brand.
28. Were you able to collaborate with any of Kiwanis' official partners? (Select from list and/or explain "Other")
29. Were there local partners involved in the project? (Include their name and role in your project.)
30. Add any additional information about your signature project you'd like us to know?
31. Upload up to five images of your event.

The contest opens Sunday, December 15, 2019. The KI online submission form will be available Sunday, December 15, 2019.

Club entries are due to Kiwanis International no later than midnight EST on Monday, January 27, 2020.

12/1/19

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IMPORTANT DATES TO REMEMBER	
KI Contest Opens – online submission form becomes available	Sunday, Dec. 15
KI Contest Closes – club level projects must be submitted directly to KI	Midnight EDT Monday, Jan. 27
Capital District Committee reviews submissions	Jan 2 - Jan 30
Capital District Review Committee Recommendation to Governor Lurie	Saturday, February 1
Capital District Submission to KI	Monday, February 3
KI Top 10 Selected	March 13
KI Awards and Recognition Breakfast in Indianapolis	June 18