



ROTARY DISTRICT 5030 CONFERENCE

FOR CLUBS SUBMITTING A PROJECT

Club Showcase — Applicant Guide

Ignite 27 • April 15–18, 2027 • Walla Walla, Washington

Share a story that matters

Clubs present 15-minute stage presentations in a breakout room. Each breakout slot spotlights three clubs, and across three hours of breakout sessions nine clubs are featured, emceed by Jordan Harrison. Each club should be ready to tell an engaging, focused story in 15 minutes. We are looking for meaningful community outcomes, fresh thinking, collaboration, and a clear message—not a polished production or a project others must copy exactly.

Foundation support is a prerequisite

The project must demonstrate support from The Rotary Foundation at the district or international level (through grants, etc.).

This is a Pass / Fail requirement, not a scored category. Include evidence of the support in the form's Key outcomes or impact field. Identify the grant type, award year, grant number if available, and how it supported this project. A public evidence link is helpful if available; do not include confidential grant documents or beneficiary records.

If support is unclear or undocumented, the committee will need verification before selection. A high numerical score cannot replace the Foundation requirement.

What to submit

Club and contact details

Select your Rotary club and provide a contact name and email. A contact phone number is optional.

Project title and description

Write 150–250 words describing the community need, your approach, partners, member participation, and what makes the project distinctive.

Foundation support evidence

Include the district or international Foundation grant or other support in Key outcomes or impact. Identify the grant type, award year, grant number if available, and a brief explanation of how it supported this project. Include a public evidence link if available; do not include confidential grant or beneficiary records.

Concrete outcomes

In Key outcomes or impact, explain what changed for the community. Include credible measures, results, timeframe, and lasting benefit—not simply events held or volunteer hours.

Learning and engagement

In Why this project would benefit other clubs, describe useful insights, inventive improvements, partnerships, inclusion, and meaningful member involvement relative to club size. Exact replication is not required.

Presentation readiness and AV needs

In Why this project would benefit other clubs, outline a focused 15-minute story with clear takeaways. In AV needs, identify any slides, video/audio, or microphone requirements. A polished slide deck is not required with the initial submission.

HOW YOUR PROJECT WILL BE EVALUATED

Four criteria • 100 weighted points

Activities Committee members independently rate each criterion from 1–5 stars. The descriptions below are the same criteria used in the portal.

Tangible impact & outcomes — 30 points

What changed for the community? Look for concrete outcomes, evidence of benefit, and results beyond the number of activities held.

1 star: Impact is unclear or unsupported.

5 stars: Strong, specific evidence of meaningful community change.

Innovation & fresh thinking — 25 points

Does the project offer a fresh approach to a need, partnership, fundraiser, or service model? An inventive improvement can be as valuable as a new idea.

1 star: Routine approach with little new learning.

5 stars: A distinctive approach with useful new insights.

Presentation & stage appeal — 15 points

Can the team tell an engaging, focused story in 15 minutes? Consider a clear message, useful visuals, takeaways, and readiness to present—not production polish alone.

1 star: The story or proposed presentation is unclear.

5 stars: A compelling, focused story with clear takeaways and a realistic presentation plan.

Member & community engagement — 30 points

How meaningfully did members and community partners participate? Consider hands-on involvement, inclusion, collaboration, and engagement relative to club size.

1 star: Limited participation or collaboration.

5 stars: Broad, meaningful involvement and strong community collaboration.

Rating scale

Stars	Rating	Interpretation
1	Limited evidence	Little evidence that the criterion is met.
2	Developing	Some evidence, with substantial gaps.
3	Solid	Credible evidence; meets the criterion.
4	Strong	Strong evidence with clear strengths.
5	Exceptional	Compelling evidence; an outstanding example.

How the score works

Criterion points = stars ÷ 5 × criterion weight. The four criteria total 100 points. Example: 4 stars in every category earns $24 + 20 + 12 + 24 = 80 / 100$. Saved current-rubric reviews carry equal weight in the committee average.

Scores guide committee discussion; they do not guarantee selection. The committee also considers the nine available slots and program variety. Foundation eligibility remains separate from the score.

Submitting your club's proposal

1. Open the public submission page

Go directly to the Club Showcase Sessions submission page below. You do not need to enter the Team Portal or sign in to submit.

igniterotary.org/showcase-signup

2. Read the criteria before writing

The page shows the Foundation prerequisite and all four weighted criteria above the form. Use these to organize a clear, evidence-based proposal.

3. Complete the existing form fields

Select your club; provide your contact name and email, project title, 150–250-word description, key outcomes or impact, and why other clubs would benefit. Contact phone and AV needs are optional. Put Foundation support evidence in Key outcomes or impact; put fresh thinking, engagement, and presentation plans in Why this project would benefit other clubs.

4. Check your evidence and word count

Use concrete outcomes and explain the timeframe behind any numbers. Distinguish verified results from plans or estimates. Identify meaningful member and partner participation relative to your club's size. Check that your description is 150–250 words and that Foundation support is clearly documented.

5. Submit and confirm receipt

Select Submit our project. If a validation message appears, correct the field and try again. The confirmation page states that your project was received; it does not mean it has been selected. The conference team will review projects and contact the selected clubs with next steps.

A final check before submitting

Is the community need clear? What actually changed? What was inventive? Who participated meaningfully? What supported this project through The Rotary Foundation? Can your team tell a focused 15-minute story with useful takeaways?

Keep the submission focused

The form accepts text; no slide deck or file upload is required for the initial proposal. If you have a useful public link, include it in the relevant response. Do not include personal beneficiary information, confidential financial records, or unsupported claims.

Other clubs can learn from your experience without reproducing your project exactly. Present the lessons, partnerships, and choices that made the work meaningful.