

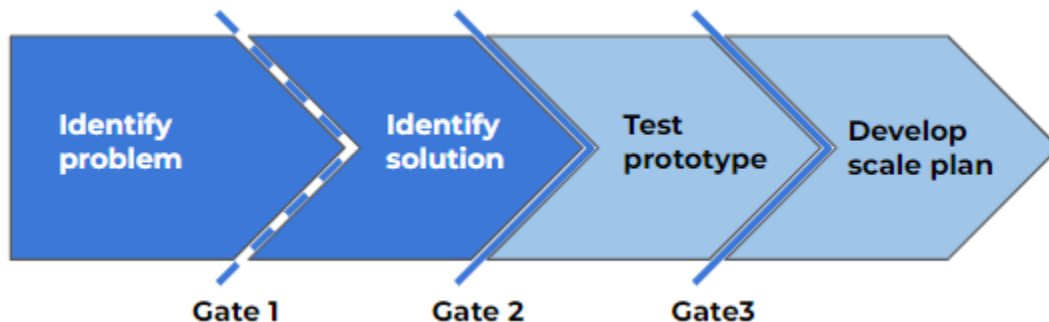
Kaduna Innovation Process

This process is designed to be a lightweight innovation process flow and documentation to support the decisions at each gate.

The goals are to stop projects that aren't working, accelerate ones that are working, and cycle on projects where we need further testing. It should achieve a number of goals including:

- Enabling good decision making.
- Help record decision rationale.
- Help communicate projects internally and to partners.
- Make us rigorous in project implementation and delivery.

Process flow starting at Gate 1:



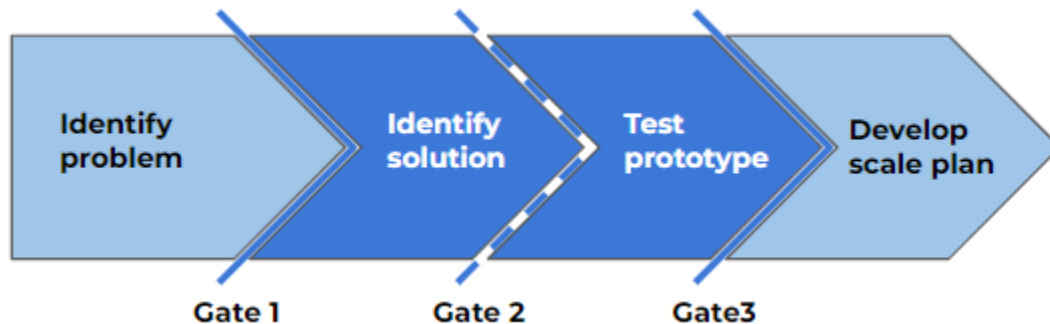
Gate 1 begins with write up of identifying the problem [1 page max]

To be completed when moving past Gate 1 - Decision is whether we have correctly identified the problem and are ready to work on solutions.

Write Up also contain:

- 1. Short problem statement summary [1-3 sentences]**
- 2. Detailed description of problem [1-3 sentences]**
- 3. Stakeholders Involved(Who are the main stakeholders and what are their requirements?)**

4. **Relevant technologies, tools, systems, and APIs for identified solution?[Make a list for this]**
5. **End user experience? [1 sentence]**
6. **How does this meet Gates criteria? [1 sentence]**
7. **Resources: Who is the team required for the next phase? What are their roles? What is the budget if any?[2-5 sentences]**
8. **Expected timeline for this phase.[1 sentence]**



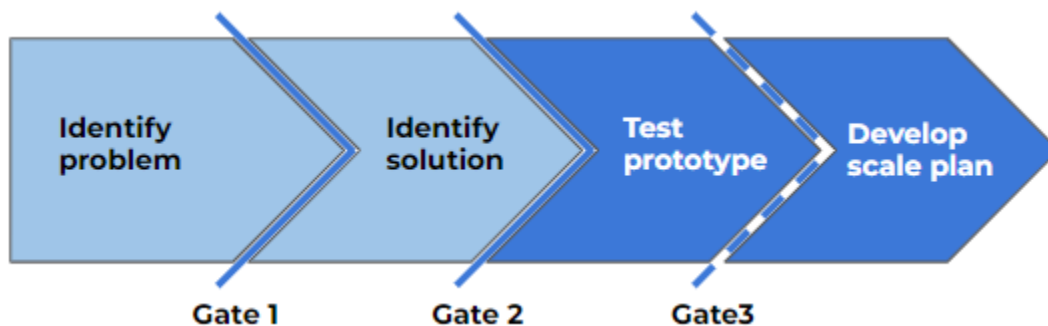
Gate 2 write up - Test prototype[2 page max]

To be completed when moving past Gate 2 - Decision is whether we have done enough work scoping potential solutions to move on to prototyping.

Write up will also contain:

1. **Description/Short Summary of solution [1-3 sentences]**
2. **What did we do to validate this solution? Alternatives were considered? Results from past prototyping activities if available?[2-3 sentences]**

3. **Benchmarking the identified solution (List of previous solutions built and by whom?)**
4. **Outline of criteria(s) that solution should meet [2-4 criterias]**
5. **Timeline for developing solutions(1 sentence)**
6. **Prototype plan [1-5 responses to the bullet points]**
 - What are we building or exploring - could be more than 1 test
 - What will it test?
 - Timeline
 - How will we know it worked? What data to collect/research or observations to make? Criteria for passing to the next phase?
 - Resources: Who is the team for this next phase? What are their roles? What is the budget if any?
 - Launch event/engagement plan
7. **Partners/Stakeholders to aid test- prototyping and their roles [Short summary]**
8. **Timeline for prototyping [1 sentence]**
9. **Short Summary of findings from test prototyping and decision to proceed to next phase? [1-5 sentences]**



Gate 3 write up - Develop scale plan [5 page max]

To be completed when moving past Gate 3 - Decision is whether we have enough evidence from prototyping to develop a scale plan for the relevant funder or partner.

- 1. Summarize results/metrics of prototyping phase based on Gate's expectations [1-3 sentences]**
- 2. Rationale for moving to scale phase [1-5 sentences max]**
- 3. Sketch of potential scale plan - including who the audience is [gates, partner, etc]**
- 4. Timeline for scale phase [1 sentence]**
- 5. Resources: Who is the team for this phase? What are their roles? What is the budget if any?**