Overview of MIP Network Manager Deliverables and Tasks

Tasks	July	August	September	October	November	Dezember	January	February	March
Identifying local projects and needs by participating host organizations	�damp	▓							
Mapped overview of local IT Industries and FOSS Projects			▓	▓	▓	▓	▓	▓	▓
Identification of mentors within host organization and identification of Chisimba mentors	▓	▓							
Selection of Interns	▓	▓	▓						
Open call of interest for mentors	▓	▓	▓						
Matching of mentors and interns		▓	▓						
Final selection of project/interns/mentors and the source of funding -drafting of budget		▓	▓						
Standard Contracts for interns and mentors developed		▓	▓						
Review of Budget proposals from AVOIR		▓	▓						
Concept for linkages with partners and ict@innovation activities and events			▓	▓					
Chisimba Training for Mentors 1-2 per node			▓						
Commencement of MIP: First Face to Face meeting at host organizations: Meeting with the local FOSS Industry at host organisations to kick-start programme and collaboration – involving mentors, companies, projects				▓					
Framework for supervision of mentors + performance evaluation mechanisms for interns			▓	▓					
Organisation of 2 day training with interns at the beginning of the internship			▓	▓					
Montly reporting					▓	▓	▓	▓	▓
Virtual meetings with Interns and checks of interns progress reports					▓	▓	▓	▓	▓
Mid-Term Review, Feedback from interns and mentors on progress and communication						▓			
Develop alumni concept					▓	▓			
End of first phase									▓
Second meeting of Steering Committee									▓
References written for all completed internships									▓
Regular communication with Interns via mailing or newsletter			▓	▓	▓	▓	▓	▓	▓
Blog posts as updated on programme activities			▓	▓	▓	▓	▓	▓	▓
Online PR on internship programme though press release or posts on other sites			▓	▓	▓	▓	▓	▓	▓