SanaripThon

Digital Citizenship Hackathon Agenda

Day 1

23 October 2019

8:00	All participants gather at CIIP (or other alternate well-known location)
08:30 09:30	Transport from Bishkek to Jannat Resort
09:30-10:30	Check in & registration
10:30-10:45	Facilitator: Introduction, expectations and processes
10:45-11:30	Rafal Rohozinski & Tattu Mambetalieva: Introduction of Challenge Themes (and why it matters for Kyrgyzstan)
11.30-12.15	Organizing your work: Introduction to teamwork processes
12.15-13.15	Icebreaker -- Getting to know your team members: their passions and expertise

13.15-15.15   **Phase 1: Ideation, prioritization and selection**
<u>Goal</u>: Brainstorm and identify an entry point to address the selected challenge.

<u>Process</u>: Each team will brainstorm and discuss ideas for developing solutions

Discussion questions:

- What challenge theme are we addressing? What are the key problems within this theme that affect Kyrgyz citizens? Which specific problem area do we want to address?
- What opportunities are there for a "special project" to help address part of this problem? What "gap" could our idea fill in Kyrgyzstan? (Team members should think very creatively! No idea is too radical or crazy!)
- Of all these ideas, which ones are on our short list? Who is the intended audience/beneficiary for the ideas on the short list? What is the envisaged outcome for the ideas (What is the longer term "difference" that this idea, if successfully implemented, would make for Kyrgyzstan)?
- Which idea do we think is most "doable" with a focused project that we could propose? Which one is the best, according to the evaluation criteria for the "winning ideas"? Why is it needed? Why is it innovative? Why is it disruptive?
- Who else is working in this space? What other solutions are out there that are similar to ours? If others are working in this space, what is the specific "gap" that we want to fill?

- What do we know about this solution? (Meaning, what other examples or experiences are out there that are similar -- good or bad. Are there prototypes already, maybe in other areas of the world)?
- Envisage the "outcome" if your project idea is successfully implemented. What will the outcome be? What is your vision for its potential impact?

- What are the risks associated with your approach?

Resources: mentors in the room, online tools, handouts

Outputs: Statement of problem focus; Short list of ideas for solutions (envisaged audiences and solutions); Outline of proposed idea and initial assessment of how it could meet the evaluation criteria

[Coffee/snacks available]

15.15-17:00   **Phase 2: Refining the project idea**

In this session, you will quickly work to refine your idea, and identify the areas for further research and work.

- (Some team members continue research): Who else is working in this space in Kyrgyzstan; specify further the gap that your project will fill; what prototypes or models of success are out there (globally?)
- Further refine: Who or what is the beneficiary of your project idea? Specify the need that you are filling, based on research and rapid consultation if possible.
- If your idea is targeting specific beneficiaries, who are they? What are their needs? How do you know what their needs are? (Be sure to cite your research sources or consultations. Note: Teams can do quick consultations with beneficiary representatives outside of the Hackathon venue, throughout the competition).
- What is the proposed outcome/impact of your solution and how do you ensure that it can achieve the goals (For example, if your project will create a tool to help beneficiaries, how will you ensure that they will use it?   What needs to be researched further tonight? AND who will do it?
- What is the skillset of our team? What can(not) we do?

Milestone: A table with the following elements: (1) what is the need that our idea addresses? (2) what is our proposed solution (Project idea) (3) who or what is it for (intended beneficiary (ies)? (3) why we know this need/solution fills a real gap   (4) Why is this idea innovative or disruptive? (5) What are potential   risks?

Resources: mentors in the room, online tools, handouts

17:00   -18.00   **Phase 3: Refining project idea**

Goal: Discuss initial ideas and develop further the team proposal

Process: Each team will discuss (a) their proposal with   mentors and SMEs   After collection of feedback and discussion, teams will work on refining their proposal and continue research/tech work.

Milestone: Refined Table (to be handed to the mentor)

Resources: mentors in the room, online tools, handouts

18.00-18.15   Closing Day 1

19.30-20.30   Meeting of mentors to discuss proposals

                     Meeting of the organizing committee

  Teams continue to work as desired (working space should be open until midnight).

Day 2

24 October 2019

9.00-9.10   Introduction to Day 2

9.10-9.30   Team work: Recap and organizing your day

9.30-12.00   **Phase 4: Development & Prototype**

Goal: Conduct risk/evidence/do-ability analysis

Process: Mentors will provide brief feedback to the team on their refined matrices   proposals and discuss the next steps.

Discussion questions:

- What does your team now know about the issue? Do you have a clear idea of who else is working in this space? Can you clearly articulate the gap that your idea is filling? What (local, regional, global) examples do we have of similar ideas that have worked or not worked. What are the Lessons Learned in this space?
- Review of "winning idea" template and assessment against evaluation criteria. How does your idea match? What more do we need to know?
- Identification of tasks that need to be completed, and development of workplan to complete research and consultations, draft proposal, develop powerpoint presentation

(for judges). Assignment of tasks. Who will present the proposal to Hackathon competitors (tonight), to the judges (tomorrow)?

Milestone: A half-page plan to be presented to a mentor/matrix of how proposal idea matches evaluation criteria

Resources: mentors in the room, online tools, handouts

12.00-13.00	Lunch
13.00-17.00	**Phase 5: Prototype & Develop Proposal**

Goal: Work towards clear articulation of project idea that meets the evaluation criteria

Resources: mentors in the room, online tools, handouts

Milestone: Prepare a 3-minute oral brief to all the participants

17.00-18.00	Team brief-backs to all participants
18.15-19.00	Reception & Panel discussion
19.00-20.00	Dinner

Day 3

25 October 2019

8.30-9.00	Check out
9.00-9.15	Introduction to Day 3
9.15-12.00	Finalizing project proposals & preparing and rehearsing briefs

Goal: Prepare a 6-minute brief for judging

Process: Assign roles/work together on the PowerPoint or speech; play to your team member's strengths

Review your work and check that your proposal meets the evaluation criteria

Answer again: What is the specific need that this proposal will fill? (How do you know it is a need and that there is no duplication of effort -- how do you know it is a gap?)   Who is it for? What is the outcome that your project will achieve (What is the end vision)? What are the risks? Why is your idea innovative? Disruptive?

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Ensure that your team presentation is effective. Meaning clear, concise, compelling and entertaining.

Resources: sessions with a facilitator, mentors on preparing your briefs

12.00-13.00	Networking lunch and group photo
13.00-15.00	Teams brief judges
15.00-16:00	Judges deliberate & fill out evaluations
15.00-15.60	Teams deliberate on peer choice & fill out evaluations (refreshments)
16:30-17:00	Announcement of results and closing words
17.00	Departure to Bishkek