Welcome
June 2023 - Check-In

Agenda

GUILD DIGITAL

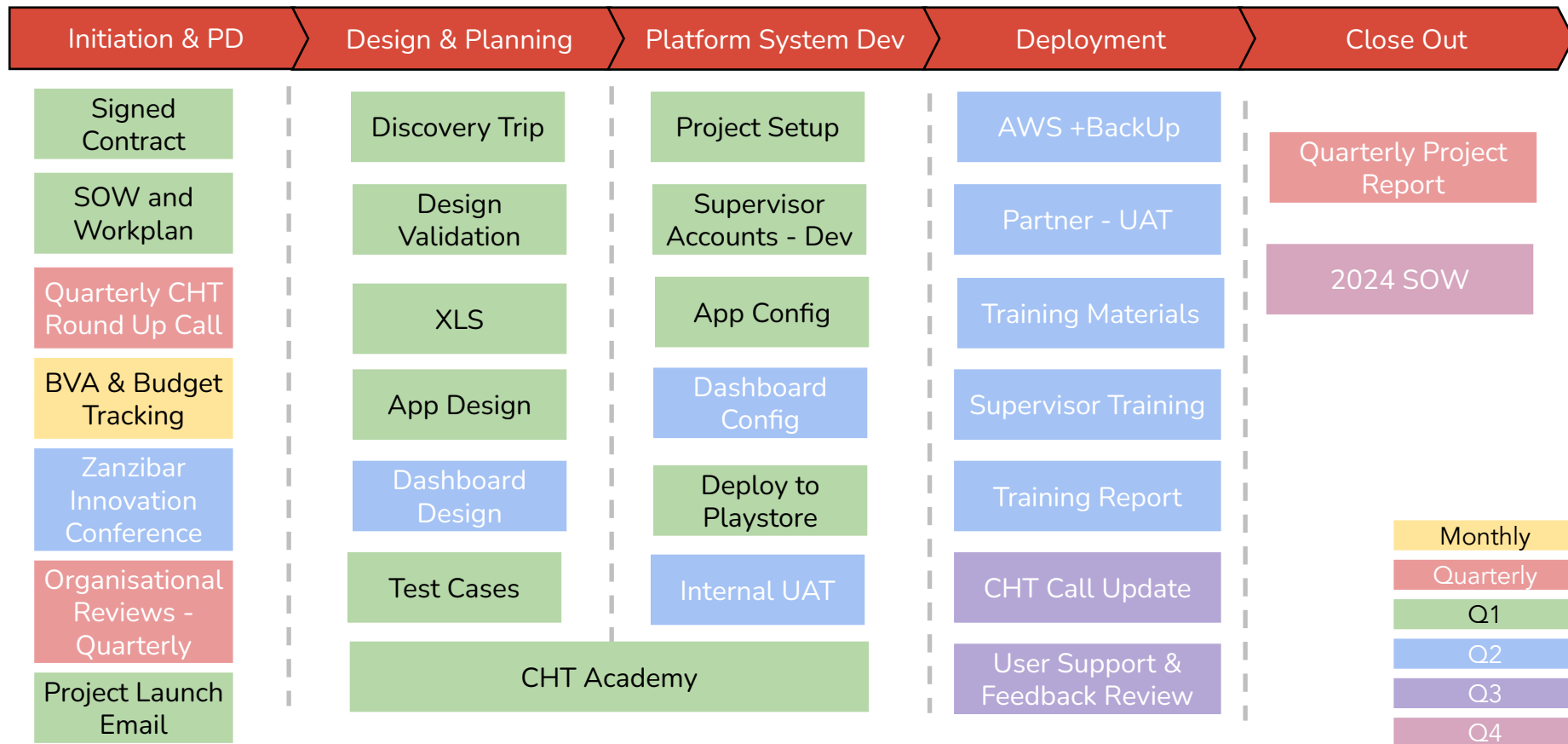Agenda:

1. Technical Progress: Work-Plan here<https://path.ent.box.com/file/1142883137036>

2. Organizational Development: OD Tool here<https://path.ent.box.com/file/1147985364666>

3. Financial Updates: * Upcoming Milestones<https://path.ent.box.com/file/1141995957817> and Monthly Narrative Report format here<https://path.ent.box.com/file/1141995795433>.

4. Queries & Open Discussion

5. AoB

PATH, Medic: Technical Workstream

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Initiation & PD	Design & Planning	Platform System Dev	Deployment	Close Out

Initiation & PD
- Signed Contract
- SOW and Workplan
- Quarterly CHT Round Up Call
- BVA & Budget Tracking
- Zanzibar Innovation Conference
- Organisational Reviews - Quarterly
- Project Launch Email

Design & Planning
- Discovery Trip
- Design Validation
- XLS
- App Design
- Dashboard Design
- Test Cases

Platform System Dev
- Project Setup
- Supervisor Accounts - Dev
- App Config
- Dashboard Config
- Deploy to Playstore
- Internal UAT

CHT Academy

Deployment
- AWS +BackUp
- Partner - UAT
- Training Materials
- Supervisor Training
- Training Report
- CHT Call Update
- User Support & Feedback Review

Close Out
- Quarterly Project Report
- 2024 SOW

Legend:
- Monthly
- Quarterly
- Q1
- Q2
- Q3
- Q4

![GUILD DIGITAL]

Last 3 months - Achievements

Supporting partner based capacity building & additional technical support (TOT).

Supported UNHCR with scale up plans for 11 additional settlements

Initiated Supervisor app design following design trip

Testing our delivery processes (Product development)

Enabling Internal capacity with the product (CHT) via CHT Academy.

Upcoming Work

Continue with XLS finalization

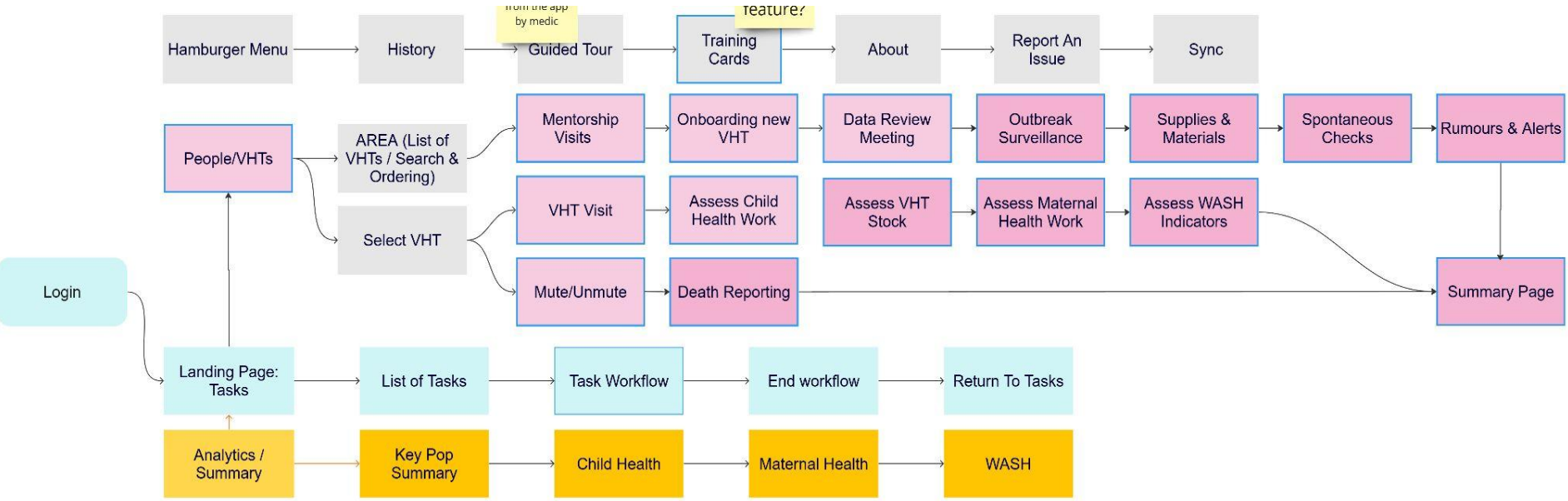DHE Repo work - covering both design and configuration.

Upgrade dev instance to v4.2
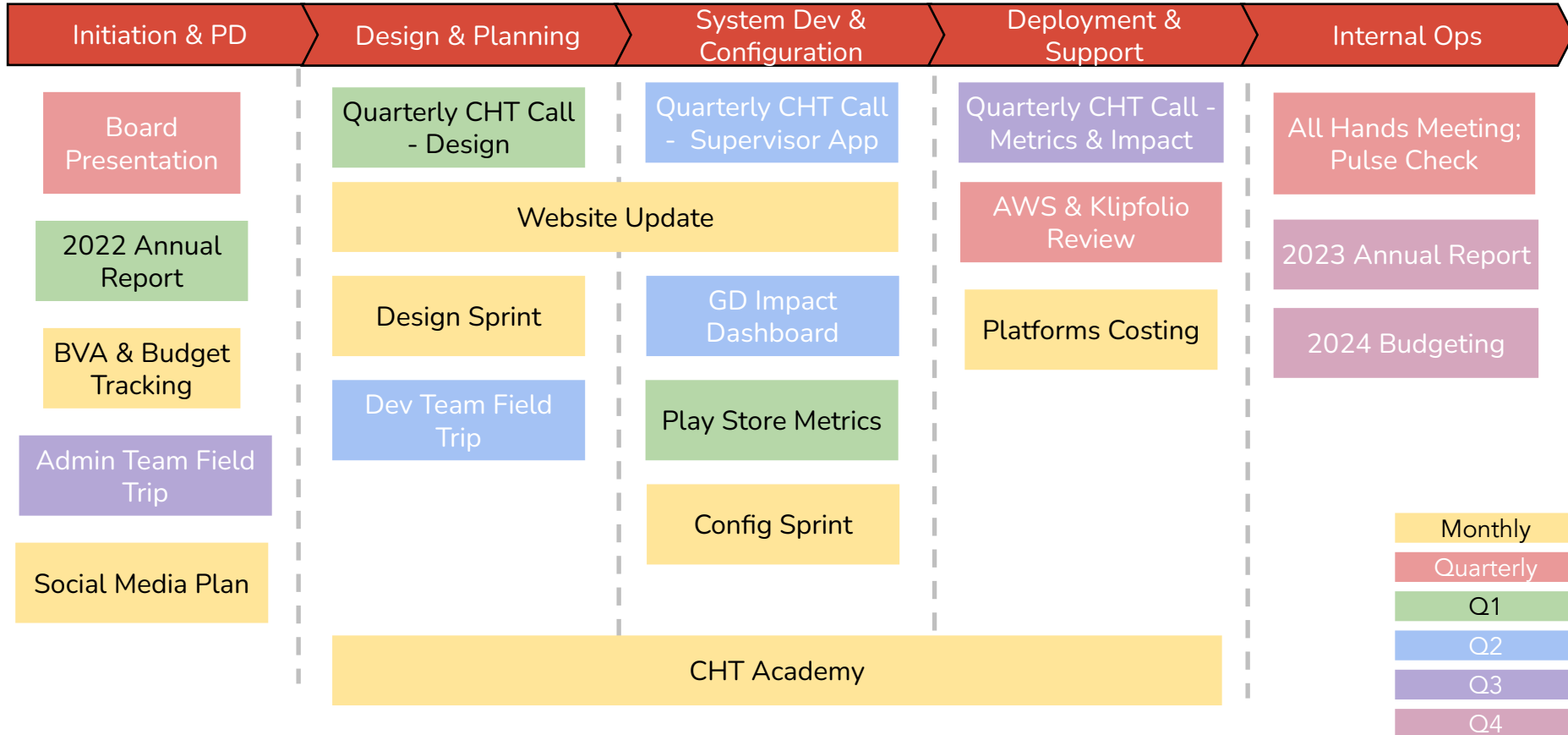
Monitor scale up plans with MTI and IRC

Continue to pursue SOW confirmation with UNHCR

Begin Workflow Configuration on the dev instance.

Initiate plans for Supervisor App UAT.

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Hamburger Menu → History → Guided Tour → Training Cards → About → Report An Issue → Sync

from the app by medic

feature?

People/VHTs → AREA (List of VHTs / Search & Ordering) → Mentorship Visits → Onboarding new VHT → Data Review Meeting → Outbreak Surveillance → Supplies & Materials → Spontaneous Checks → Rumours & Alerts

Select VHT → VHT Visit → Assess Child Health Work → Assess VHT Stock → Assess Maternal Health Work → Assess WASH Indicators

Select VHT → Mute/Unmute → Death Reporting → Summary Page

Rumours & Alerts → Summary Page

Login

Landing Page: Tasks → List of Tasks → Task Workflow → End workflow → Return To Tasks

Analytics / Summary → Key Pop Summary → Child Health → Maternal Health → WASH

GD - Organizational Development

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Initiation & PD	Design & Planning	System Dev & Configuration	Deployment & Support	Internal Ops

Initiation & PD
- Board Presentation
- 2022 Annual Report
- BVA & Budget Tracking
- Admin Team Field Trip
- Social Media Plan

Design & Planning
- Quarterly CHT Call - Design
- Website Update
- Design Sprint
- Dev Team Field Trip

System Dev & Configuration
- Quarterly CHT Call - Supervisor App
- GD Impact Dashboard
- Play Store Metrics
- Config Sprint

Deployment & Support
- Quarterly CHT Call - Metrics & Impact
- AWS & Klipfolio Review
- Platforms Costing

Internal Ops
- All Hands Meeting; Pulse Check
- 2023 Annual Report
- 2024 Budgeting

CHT Academy

- Monthly
- Quarterly
- Q1
- Q2
- Q3
- Q4

Last 3 months - Achievements

Website Reviews - Ongoing

OCAT - Post OCAT Review

GG Innovation Summit

Updated HR Handbook

Tax & Social Security Compliance

Financial Analysis - Monthly

Upcoming Work

Q2 Pulse Check - This week

Annual Team appraisals - This week

Half Year Budget Review - Started Already

Half Year Board Update - June

Half Year Work-planning - June

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	Projection	Paid so far	Burn Rate
Fringe	67,635,516	23,122,633	34.19%
Personnel	UGX81,011,008	UGX35,272,850	43.54%
Meals	UGX9,060,000	UGX758,600	8.37%
License	187,500	0	0.00%
Biz Devt	UGX600,000	UGX230,000	38.33%
Banking	UGX5,800,000	UGX4,652,000	80.21%
Phone & Internet	UGX1,604,000	UGX73,600	4.59%
Taxes	3,960,000	840,000	21.21%
Online Subs	24,931,200	0	0.00%
Supplies	UGX19,783,800	UGX4,377,889	22.13%
Prof Fees	UGX1,200,000	UGX220,000	18.33%
Rent	UGX25,238,791	UGX9,372,400	37.13%
Equipment	UGX12,000,000	UGX5,960,000	49.67%
Branding	UGX11,500,000	UGX3,000,000	26.09%
Overall	**UGX268,111,816**	**UGX175,759,945**	65.55%

DHE Grant Milstone	Amount	Disbursed
Fully executed agreement	$13,632.80	
Progress report against workplan and expenditures to date	$20,449.20	
Progress report against workplan and expenditures to date	$13,632.80	July 15, 2023
Progress report against workplan and expenditures to date	$13,632.80	October 15, 2023
All deliverables (work-plan completion report, relevant CHT documentation, business plan — these may have been submitted earlier but need to be submitted by end of project)	$6816.40	December 31, 2023

Open Discussion

Thank You!