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WAFFLECAPITAL

Monthly "State of Cardano" Report
Delegated Responsibility and Intended Procedure

Introduction

This document outlines the delegation of responsibilities among the Waffle Capital core team and external advisors, as well as the intended procedure for monthly report data collection, analysis, and publication. The goal is to ensure transparency, accountability, and efficiency in delivering high-quality monthly reports on the state of Cardano.

Core Team and Advisors

The following individuals have been confirmed as core team members and advisors for this initiative. Their roles and responsibilities are outlined below.

Core Team

Youry Brauner — Role: Project Lead
Responsibilities: Oversee project execution, coordinate team efforts, and ensure timely delivery of milestones.

Monish Iyer — Role: Operations Manager
Responsibilities: Manage operational workflows, ensure resource allocation, and support the team in achieving project goals.

Raphael Brauner — Role: Data Analyst
Responsibilities: Collect, verify, and analyze data for monthly reports. Ensure accuracy and relevance of metrics.

Roshan Golani — Role: Content Creator & Community Manager
Responsibilities: Draft, format, and finalize monthly reports. Collaborate with the data analyst to present insights clearly and effectively. Engage with the Cardano and wider crypto community to gather feedback, promote reports, and manage social media channels.

Advisors

Adrian (@purritogeneral): Cardano Ecosystem Advisor

Description: Adrian is the Growth Lead at Minswap and a long-standing, well-connected member of the Cardano community. His deep understanding of the ecosystem and relationships within the community will bring immense value to this initiative.

Responsibilities: Review monthly reports. Provide feedback on the structure, relevance, and clarity of the data and insights, particularly from a Cardano perspective.

Jai Soni (@JDthejeweller): Wider Crypto Ecosystem Advisor

Description: Jai has been in the crypto space since 2020, starting with Solana NFTs, expanding to Ethereum, and now deeply involved in Bitcoin. He is the founder of a pioneering blockchain-powered fine jewellery brand, bringing a unique multi-chain perspective to our team.

Responsibilities: Review monthly reports. Provide feedback on the structure, relevance, and clarity of the data and insights, particularly from a Wider crypto perspective, given his background on Solana, Ethereum, and now Bitcoin.

Julius Canal: Traditional Finance Advisor

Description: Julius works at a leading digital asset bank. He has been instrumental in championing support and features for Cardano ($ADA). His background in traditional finance will add significant value to our structure and analysis.

Responsibilities: Review monthly reports. Provide feedback on the structure, relevance, and clarity of the data and insights, particularly from a traditional finance perspective.

Intended Procedure for Monthly Reports

The following procedure outlines the workflow for monthly report data collection, analysis, and publication:

1. Data Collection
Responsible: Data Analyst
Procedure:
 • Identify and verify data sources for key metrics.
 • Collect data from reliable and publicly accessible sources (e.g., Cardano blockchain explorers, taptools APIs, and community forums).

2. Data Analysis
Responsible: Data Analyst
Procedure:
- Analyze collected data to identify trends, insights, and anomalies.
- Prepare a summary of findings for the Content Creator.

3. Report Drafting
Responsible: Content Creator
Procedure:
- Use the preliminary outline (to be developed in Milestone 2) to structure the report.
- Incorporate data insights and analysis into the report.
- Ensure the report is clear, concise, and visually appealing.

4. Review and Feedback
Responsible: Project Lead and Advisors
Procedure:
- Review the draft report for accuracy, relevance, and quality.
- Incorporate feedback from advisors and community members (if applicable).

5. Report Publication
Responsible: Community Manager
Procedure:
- Publish the final report on the Waffle Capital GitHub repository and website.
- Share the report on social media platforms (Twitter, LinkedIn) with a link to the GitHub repository.
- Engage with the community to gather feedback and promote discussion.

6. Feedback Compilation and Iteration
Responsible: Community Manager and Content Creator
Procedure:
- Compile feedback from the community (via Twitter, Telegram, and email).
- Use feedback to improve the structure and content of future reports.

Project Management Tools

Google Drive: For document storage and version control
WhatsApp, Telegram, & Email: For communication between team and advisors
X: For community outreach

Conclusion

This document serves as a guide for the Waffle Capital team to ensure efficient execution of responsibilities and procedures. By adhering to this framework, we aim to deliver high-quality monthly reports that provide valuable insights into the Cardano ecosystem.