

THiNK Fellowship Program

The complete guide to THiNK's Fellowship Program

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Introduction

Introduction into the THiNK Fellowship program

1.1 Purpose of the Playbook

The THiNK Fellowship Program Playbook serves as the official operational guide for planning, delivering, managing, and continuously improving the THiNK Fellowship Program. It provides a standardized framework for implementing the fellowship, ensuring consistency, quality, and alignment with THiNK's mission of supporting innovators from ideation to commercialization.

The playbook serves as the primary reference for:

- Fellows
- Mentors
- Fellowship Coordinators
- THiNK Staff
- Universities and Academic Partners
- Institutional and Development Partners
- Ecosystem Operators
- Technical Review and Validation Teams
- Commercialization and Deployment Teams

The playbook establishes the standards, processes, and governance required to successfully deliver the fellowship, including:

- Fellowship structure and operating model
- Recruitment, selection, and onboarding processes
- Fellowship tracks and delivery methodology
- Mentorship and project management frameworks
- Technical development, validation, and certification standards
- Demo Day planning and project showcase procedures
- Post-fellowship transition pathways, including internships, reseller opportunities, collaborator programs, and ecosystem integration
- Product deployment and commercialization frameworks
- Licensing and partnership models
- Revenue and sustainability pathways
- Monitoring, evaluation, and continuous improvement processes
- Fellowship governance and quality assurance

Ultimately, this playbook ensures that every fellow follows a clear pathway from application and onboarding, through solution development and validation, to deployment, commercialization, and long-term engagement within the THiNK innovation ecosystem. It also provides a repeatable model that enables THiNK and its partners to deliver future fellowship cohorts consistently and at scale.

Purpose of the Fellowship

The **THiNK Fellowship Program** is a structured innovation and capacity-building initiative designed to support developers, researchers, students, and innovators in transforming ideas into validated, deployable, and commercially viable AI and digital solutions. Through technical mentorship, hands-on project development, ecosystem integration, and real-world validation, the fellowship enables participants to build solutions that address societal and industry challenges while contributing to THiNK's innovation ecosystem.

The fellowship provides participants with access to experienced mentors, collaborative workspaces, technical resources, and opportunities to validate and deploy their solutions within real-world environments. Throughout the program, fellows are guided through a structured journey that includes research, solution design, development, validation, deployment, and commercialization readiness.

Beyond technical development, the fellowship prepares participants for long-term engagement within the innovation ecosystem by providing pathways into internships, research collaborations, commercialization, entrepreneurship, and ecosystem partnerships. The program aims to cultivate a community of innovators capable of building scalable, impactful, and sustainable technology solutions that contribute to digital transformation locally and globally.

Intended Audience

This playbook is intended for all stakeholders involved in the planning, delivery, management, and participation of the THiNK Fellowship Program, including:

- **Fellows** – to understand the fellowship structure, expectations, milestones, and available opportunities.
- **Mentors** – to guide fellows, conduct technical reviews, and provide structured mentorship throughout the program.
- **Fellowship Coordinators and THiNK Staff** – to administer, monitor, and continuously improve fellowship operations.
- **Technical Review and Validation Teams** – to assess solution quality, deployment readiness, and compliance with THiNK standards.
- **Universities and Academic Institutions** – partnering with THiNK to support student innovation, experiential learning, and research.
- **Industry, Government, and Development Partners** – collaborating on pilot deployments, technical validation, and ecosystem initiatives.
- **Commercialization and Ecosystem Teams** – supporting product deployment, licensing, partnerships, and post-fellowship transition pathways.

The playbook serves as a common reference to ensure consistency, transparency, and quality across all fellowship cohorts.

Definitions & Terminology

The following terms are used throughout this playbook:

Term	Definition
THiNK Fellowship	A structured innovation program that supports participants in developing, validating, deploying, and commercializing AI and digital solutions within the THiNK ecosystem.
Fellow	An individual selected to participate in the THiNK Fellowship Program.
Mentor	A technical or domain expert who provides guidance, feedback, and support to fellows throughout the fellowship.
Track A - Solution Deployment	A fellowship track for participants with existing MVPs or near-complete solutions that require integration, validation, and deployment.
Track B - Solution Build & Integration	A fellowship track for participants developing new solutions or early-stage prototypes during the fellowship.
MVP (Minimum Viable Product)	The simplest functional version of a product that demonstrates its core features and value proposition.
CAP Framework	THiNK's validation framework used to assess Compliance, Accuracy, and Performance before deployment.
Pilot Deployment	The controlled implementation of a solution within a real-world environment to evaluate performance, usability, and impact.
Demo Day	The final showcase event where fellows present their solutions to THiNK leadership, mentors, institutional partners, industry representatives, and potential investors.
Commercialization	The process of preparing a validated solution for sustainable adoption through deployment, partnerships, licensing, or revenue generation.
Ecosystem Integration	Connecting fellowship solutions with THiNK platforms, APIs, partners, and community initiatives to maximize impact and adoption.
Post-Fellowship Pathways	Opportunities available after successful completion of the fellowship, including internships, collaborator programmes, reseller programmes, ecosystem builder roles, research partnerships, and commercialization support.

These definitions provide a common understanding of key concepts and ensure consistent interpretation of the fellowship processes described throughout this playbook.

THiNK Fellowship Program Overview

Fellowship Objective

The THiNK Fellowship is designed to support developers and builders in transforming AI and digital solution ideas into working, deployable systems within the THiNK ecosystem.

Fellows receive:

- Technical mentorship
- Workspace access
- Structured project guidance
- Weekly reviews and stand-ups
- Ecosystem integration support
- Demo and deployment opportunities

This is a learning and execution fellowship, not a paid position.

Duration: 1 Month

Program Type: Non-Paid Fellowship

Location: Hybrid (Online + Physical THiNK Workspace)

Program Philosophy

The THiNK Fellowship Program is founded on the belief that innovation is most impactful when it is **community-driven, solution-oriented, and designed for real-world deployment**. Rather than focusing solely on theoretical learning, the fellowship emphasizes experiential learning through building, validating, deploying, and commercializing technology solutions that address real societal and industry challenges.

The program adopts a **learning-by-doing** approach, where fellows work on practical projects under the guidance of experienced mentors while collaborating with peers, researchers, industry experts, and ecosystem partners. Throughout the fellowship, participants are encouraged to experiment, iterate, and continuously improve their solutions based on technical reviews, user feedback, and market validation.

The fellowship also embraces an **ecosystem approach to innovation**. Fellows are not working in isolation; instead, they become part of the broader THiNK innovation ecosystem, gaining access to shared infrastructure, technical expertise, deployment opportunities, and commercialization pathways. This collaborative model enables fellows to contribute to a growing community of innovators while benefiting from partnerships with universities, government institutions, industry, and development organizations.

At its core, the fellowship is guided by the following principles:

- **Innovation with Purpose** – Develop technology that addresses meaningful societal and industry challenges.
- **Learning Through Practice** – Build practical skills through hands-on development, mentorship, and real-world problem solving.
- **Quality and Excellence** – Promote high standards in software engineering, AI development, security, ethics, and product design.
- **Collaboration and Community** – Foster multidisciplinary collaboration between fellows, mentors, institutions, and ecosystem partners.
- **Validation Before Deployment** – Ensure solutions are technically sound, user-centered, and validated before real-world implementation.
- **Commercialization and Sustainability** – Support fellows in transforming innovative ideas into sustainable products, services, and ventures.
- **Continuous Improvement** – Encourage reflection, iteration, and lifelong learning throughout and beyond the fellowship.

Through these principles, the THiNK Fellowship Program aims to develop innovators who are capable of creating impactful, scalable, and sustainable digital solutions while contributing to Africa's growing innovation ecosystem.

Fellowship Outcomes

Upon successful completion of the THiNK Fellowship Program, fellows are expected to have developed the technical, professional, and entrepreneurial competencies required to build and deploy innovative digital solutions within real-world environments.

The fellowship seeks to achieve the following outcomes:

1. Production-Ready Solutions

Fellows successfully develop, refine, or deploy AI and digital solutions that meet established technical, usability, security, and performance standards and are ready for pilot deployment or further commercialization.

2. Enhanced Technical Capacity

Participants strengthen their practical skills in software engineering, AI development, system architecture, API integration, testing, documentation, deployment, and collaborative software development through hands-on project execution.

3. Industry-Ready Professionals

Fellows gain experience working within structured project environments, adopting agile development practices, participating in technical reviews, collaborating with multidisciplinary teams, and presenting solutions to technical and non-technical audiences.

4. Validated and User-Centered Solutions

Projects are refined through continuous mentor feedback, user validation, and technical assessments to ensure they effectively address identified needs and deliver measurable value to target users.

5. Ecosystem Integration

Successful projects are positioned for integration into the THiNK ecosystem through pilot deployments, platform integration, strategic partnerships, or collaborative initiatives with institutional and industry partners.

6. Commercialization Readiness

Fellows develop an understanding of product sustainability, business models, licensing, commercialization strategies, and investment readiness, enabling them to pursue opportunities

beyond the fellowship.

7. Career and Innovation Pathways

Outstanding fellows gain access to post-fellowship opportunities such as internships, research collaborations, the THiNK Reseller Programme, the Collaborator Programme, entrepreneurship support, and participation in future innovation initiatives.

8. Contribution to the Innovation Community

Graduates become members of the THiNK innovation community, where they continue contributing through mentorship, knowledge sharing, open-source development, research, community engagement, and future fellowship activities.

Success Indicators

The success of the fellowship is measured through outcomes such as:

- Successful completion of fellowship projects.
- Development of functional MVPs or deployment-ready solutions.
- Positive technical and mentor evaluations.
- Successful project demonstrations during Demo Day.
- Pilot deployments within the THiNK ecosystem or partner institutions.
- Fellows transitioning into internships, collaborations, commercialization opportunities, or other ecosystem pathways.
- Continued engagement of fellowship alumni within the THiNK community and innovation ecosystem.

By achieving these outcomes, the THiNK Fellowship Program contributes to building a pipeline of skilled innovators, deployable technologies, and sustainable digital solutions that advance THiNK's mission of supporting innovators from ideation to commercialization.

Cohort Structure

The THiNK Fellowship Program is organized into specialized fellowship tracks to accommodate participants at different stages of solution development. This flexible structure ensures that each fellow receives mentorship, technical guidance, and validation appropriate to the maturity of their project while working toward a common goal of developing impactful, deployment-ready solutions.

At the beginning of the fellowship, applicants are assessed based on their technical capability, project maturity, and readiness for deployment. Based on this assessment, fellows are placed into one of two tracks.

Track A – Solution Deployment Track

Target Participants

This track is designed for fellows who already have a functional solution and are ready to prepare it for real-world deployment.

Typical participants include individuals or teams with:

- Existing Minimum Viable Products (MVPs)
- Working software applications or digital platforms
- Functional APIs or AI models
- Near-complete solutions requiring refinement
- Projects that have already undergone initial testing

Goal

The primary objective of Track A is to integrate, validate, certify, and deploy existing solutions within the THiNK ecosystem or partner environments.

Key Activities

Fellows in this track will:

- Conduct technical audits of their existing solutions.
- Improve system performance, security, and scalability.
- Integrate with THiNK platforms and APIs.
- Address localization and user experience requirements.
- Participate in technical reviews and validation sessions.
- Prepare solutions for pilot deployment.
- Showcase deployment-ready products during Demo Day.

Expected Outcomes

By the end of the fellowship, Track A fellows should have:

- A validated and deployment-ready solution.
- Technical documentation and deployment plan.
- Successful completion of the THiNK CAP validation process.
- Opportunities for pilot deployment, commercialization, or ecosystem integration.

Track B – Solution Build & Integration Track

Target Participants

This track is intended for fellows with strong technical skills who are developing new solutions or early-stage concepts.

Typical participants include individuals or teams with:

- Innovative solution ideas
- Early-stage prototypes
- Research concepts
- Product concepts requiring technical implementation
- Strong software development or AI engineering skills

Goal

The objective of Track B is to guide fellows through the complete product development lifecycle—from concept and architecture to a functional Minimum Viable Product (MVP) that is ready for validation and future deployment.

Key Activities

Fellows in this track will:

- Define project requirements and system architecture.
- Design and build an MVP.
- Develop core application features.
- Integrate APIs and supporting technologies.
- Conduct testing and performance optimization.
- Participate in weekly sprint reviews and mentor feedback sessions.
- Prepare a functional MVP for demonstration and future deployment.

Expected Outcomes

By the end of the fellowship, Track B fellows should have:

- A functional MVP.

- Complete technical documentation.
- A validated product roadmap.
- A deployment strategy for future implementation.
- Readiness to transition into deployment, commercialization, or continued product development.

Track Assignment Process

During the application and selection phase, applicants are evaluated based on:

- Technical capability
- Project maturity
- Product feasibility
- Ecosystem alignment
- Deployment readiness

Applicants are then assigned to the fellowship track that best matches the current stage of their project and development needs. This ensures that each fellow receives appropriate mentorship, resources, and technical support throughout the program.

Common Learning Experience

Although fellows participate in different technical tracks, all participants share a common fellowship experience. Throughout the program, fellows:

- Attend weekly stand-ups and sprint reviews.
- Receive one-on-one mentorship.
- Participate in technical workshops and peer learning sessions.
- Present progress during milestone reviews.
- Complete project documentation.
- Participate in Demo Day and project showcase.
- Receive guidance on commercialization and post-fellowship opportunities.

This shared learning environment encourages collaboration, knowledge exchange, and networking across different disciplines and project types while maintaining track-specific technical objectives.

Fellowship Benefits

The THiNK Fellowship Program offers participants a comprehensive learning and innovation experience that extends beyond technical training. Fellows gain access to mentorship, collaborative networks, technical resources, and real-world opportunities that support the successful development, validation, deployment, and commercialization of their solutions.

The fellowship is designed to equip participants with practical experience while connecting them to the broader THiNK innovation ecosystem.

Technical Mentorship

Each fellow is paired with experienced mentors who provide technical guidance, project reviews, and continuous support throughout the fellowship. Mentors assist fellows in refining their ideas, overcoming technical challenges, improving solution quality, and preparing projects for deployment.

Structured Learning and Project Guidance

The fellowship follows a structured delivery model with weekly stand-ups, sprint reviews, milestone tracking, and technical validation sessions. This ensures that fellows receive consistent feedback while progressing through clearly defined project milestones.

Workspace and Technical Resources

Fellows gain access to THiNK's collaborative workspaces and technical resources to support project development. Depending on project requirements, participants may also receive access to development environments, APIs, datasets, testing platforms, and other ecosystem resources.

Industry and Expert Networking

Throughout the fellowship, participants engage with engineers, researchers, entrepreneurs, industry professionals, government representatives, and ecosystem partners. These interactions provide valuable opportunities for collaboration, professional growth, and knowledge sharing.

Solution Validation and Certification

Projects developed during the fellowship undergo structured technical reviews and validation using THiNK's Compliance, Accuracy, and Performance (CAP) Framework. This process helps ensure that solutions meet defined standards for quality, usability, security, and deployment readiness.

Demo Day and Project Showcase

At the conclusion of the fellowship, fellows present their solutions during the THiNK Demo Day and Showcase. This event provides an opportunity to demonstrate projects to THiNK leadership, mentors, institutional partners, industry representatives, potential collaborators, and investors while receiving valuable technical and commercial feedback.

Deployment Opportunities

Promising solutions may be selected for pilot deployment within the THiNK ecosystem or through partner organizations. Fellows receive support in preparing their solutions for real-world implementation and scaling.

Commercialization Support

The fellowship introduces participants to commercialization principles, including product positioning, licensing, partnership development, revenue generation, and market readiness. Fellows receive guidance on transforming validated solutions into sustainable products or services.

Career Development

The fellowship enables participants to strengthen both technical and professional competencies, including project management, teamwork, technical communication, problem-solving, and solution presentation. These experiences enhance fellows' readiness for careers in technology, research, entrepreneurship, and innovation.

Post-Fellowship Opportunities

Successful fellows may be invited to continue their engagement with THiNK through a range of post-fellowship pathways, including:

- **Internship Programme** for outstanding fellows seeking hands-on experience within THiNK's engineering, research, or product teams.
- **Reseller Programme** for fellows interested in commercializing and distributing deployable solutions through the THiNK ecosystem.
- **Collaborator Programme** for contributors who wish to participate in research, open-source initiatives, product development, or community programs.

- **Pilot Deployment Opportunities** through partnerships with institutions, government agencies, and industry.
- **Commercialization and Partnership Support** to explore licensing, investment, grant funding, and strategic collaborations.

Recognition and Community Membership

Upon successful completion of the fellowship, participants become members of the THiNK innovation community, joining a network of fellows, mentors, researchers, and ecosystem partners committed to advancing technology for social and economic impact. Fellows receive recognition for their achievements and are encouraged to continue contributing through mentorship, collaborative projects, research, and future fellowship activities.

Non-Cash Benefits

Fellows receive:

- THiNK ecosystem exposure
- Mentorship from engineers and builders
- Workspace access
- Portfolio-worthy project completion
- Certification/recognition
- Internship consideration
- Opportunity for ecosystem deployment

Fellowship Governance

Program Structure

The THiNK Fellowship Program operates through a collaborative governance model that ensures effective planning, delivery, technical oversight, mentorship, and continuous improvement throughout each fellowship cohort. The governance structure clearly defines responsibilities for all stakeholders while promoting transparency, accountability, and efficient decision-making.

The fellowship is managed through five core functional groups:

- **Program Lead and Coordinator**- Provides strategic leadership and overall oversight of the fellowship.
- **Fellowship Coordinator** – Manages day-to-day operations and cohort administration.
- **Mentors** – Provide technical guidance, coaching, and professional development support.
- **Technical Review Team** – Evaluates project quality, validates technical deliverables, and certifies solutions for deployment.
- **Fellows** – Participate actively in the fellowship by developing projects, meeting milestones, and contributing to the learning community.

Together, these roles ensure that fellows receive structured support while maintaining high standards of technical excellence and program delivery.

Roles & Responsibilities

Program Lead

The Program Lead provides strategic direction and overall accountability for the fellowship. They ensure that the program aligns with THiNK's mission, innovation priorities, and ecosystem goals while maintaining quality across all cohorts.

Responsibilities

- Define the fellowship vision, objectives, and strategic direction.
- Approve fellowship plans, timelines, and operational frameworks.
- Oversee program quality and continuous improvement.
- Build partnerships with universities, institutions, industry, and ecosystem partners.
- Approve Demo Day participants and post-fellowship opportunities.
- Resolve high-level issues that cannot be addressed by the operational team.
- Represent the fellowship within the broader THiNK ecosystem.

Fellowship Coordinator

The Fellowship Coordinator is responsible for the day-to-day planning, administration, and successful delivery of the fellowship.

Responsibilities

- Coordinate recruitment and onboarding activities.
- Schedule stand-ups, workshops, mentor sessions, and review meetings.
- Monitor fellow attendance and milestone completion.
- Coordinate communication between fellows, mentors, and technical reviewers.
- Maintain fellowship documentation and records.
- Organize Demo Day and other fellowship events.
- Track progress and prepare program reports.
- Support fellows throughout the fellowship lifecycle.

The Fellowship Coordinator serves as the primary operational point of contact for all participants.

Mentors

Mentors provide technical guidance, professional coaching, and continuous support to assigned fellows throughout the fellowship.

Responsibilities

- Guide fellows in planning and executing their projects.
- Conduct regular one-on-one mentorship sessions.
- Review project progress and provide constructive feedback.
- Support architecture design, development, testing, and deployment planning.
- Help fellows overcome technical and project-related challenges.
- Encourage best practices in software engineering, AI development, and documentation.
- Prepare fellows for technical reviews and Demo Day presentations.
- Recommend fellows for internships or post-fellowship opportunities where appropriate.

Mentors are expected to foster a collaborative learning environment while encouraging innovation, professionalism, and continuous improvement.

Technical Review Team

The Technical Review Team ensures that fellowship projects meet THiNK's standards for quality, security, performance, and deployment readiness.

Responsibilities

- Review technical architectures and implementation approaches.
- Evaluate code quality and engineering best practices.
- Conduct validation against the THiNK CAP Framework.
- Assess functionality, scalability, security, and performance.
- Verify deployment readiness.
- Provide recommendations for improvement before certification.
- Participate in Demo Day evaluations where applicable.

The Technical Review Team serves as an independent quality assurance body throughout the fellowship.

Fellows

Fellows are the primary participants in the fellowship and are responsible for actively engaging in all program activities while progressing toward agreed project outcomes.

Responsibilities

- Attend orientation sessions, stand-ups, workshops, and mentor meetings.
- Meet agreed project milestones and deadlines.
- Develop and maintain project documentation.
- Participate actively in technical reviews and validation sessions.
- Demonstrate professionalism and collaboration.
- Communicate blockers promptly.
- Present project progress during review sessions.
- Deliver a functional project and completion report.
- Participate in Demo Day and post-fellowship evaluations.

Fellows are expected to take ownership of their learning and contribute positively to the fellowship community.

Communication Channels

Effective communication is essential to the success of the fellowship. All participants are expected to communicate professionally, respectfully, and promptly.

The fellowship uses a combination of communication channels to support collaboration and information sharing.

Channel	Purpose
Email	Official announcements, documentation, and formal communication
WhatsApp	Daily communication, reminders, and quick discussions
GitHub	Code collaboration, issue tracking, and version control
Google Drive/Docs	Sharing project documentation and fellowship resources
Weekly Stand-Ups	Progress updates, sprint planning, and blocker resolution
Mentor Meetings	Technical guidance and individual project support
Demo Sessions	Project demonstrations and technical feedback

Participants should respond to important communications promptly and notify the Fellowship Coordinator if they are unable to attend scheduled activities.

Decision Making

The fellowship promotes collaborative decision-making while ensuring accountability through defined governance structures.

Decisions are made at different levels depending on their nature.

Decision Type	Responsible Party
Fellowship strategy and policy	Program Lead
Operational planning and scheduling	Fellowship Coordinator
Technical guidance	Mentors
Technical validation and certification	Technical Review Team
Individual project implementation	Fellows, with mentor guidance

Where disagreements arise, issues should first be discussed between the fellow and mentor. If unresolved, they should be escalated to the Fellowship Coordinator. Matters affecting program policy or exceptional circumstances may be referred to the Program Lead for final determination.

Code of Conduct

The THiNK Fellowship Program is committed to fostering a professional, inclusive, collaborative, and respectful environment where all participants can learn, innovate, and contribute effectively.

All fellows, mentors, staff, and partners are expected to uphold the following principles:

Professionalism

Conduct yourself with integrity, accountability, and respect in all fellowship activities.

Respect and Inclusion

Treat all participants fairly and respectfully regardless of their background, experience, gender, nationality, religion, or perspective. Harassment, discrimination, bullying, or intimidation will not be tolerated.

Collaboration

Share knowledge openly, support fellow participants, and contribute positively to team discussions and community activities.

Integrity

Produce original work, properly acknowledge the contributions of others, and avoid plagiarism, academic misconduct, or misrepresentation.

Confidentiality

Respect confidential information shared during the fellowship, including project details, intellectual property, partner information, and personal data.

Responsible Technology Development

Develop solutions that prioritize user safety, privacy, fairness, security, and ethical use of technology, while complying with applicable laws, regulations, and THiNK policies.

Accountability

Meet agreed deadlines, attend required sessions, communicate challenges early, and take responsibility for assigned tasks and project outcomes.

Compliance

Participants who violate the Code of Conduct may be subject to corrective action, including formal warnings, suspension from fellowship activities, or removal from the program where necessary. THiNK reserves the right to investigate reported violations and determine appropriate actions to maintain a safe, respectful, and productive fellowship environment.

Fellowship Tracks

Overview

Track A: Solution Deployment Track

For: Developers with near-complete solutions, MVPs, or existing tools.

Outcome:

Deployment and validation of a production-certified solution within the THiNK ecosystem.

Track B: Solution Build & Integration Track

For: Developers with strong technical capability and a solution concept under development.

Outcome:

Build, integrate, and deploy a production-ready solution within 12 weeks.

Track A — Solution Deployment Track

For fellows with:

- Existing MVPs
- Working tools or APIs
- Near-complete solutions

Goal:

- Integrate, validate, and deploy the solution.

Phase 1: Technical Review

Objective

Validate readiness of existing solution for integration.

Focus Areas

- Code quality
- API readiness
- Security baseline
- Deployment compatibility

Output

Approved for integration

Phase 2: Integration & Hardening

Objective

Integrate solution into THiNK ecosystem and stabilize it.

Activities

- THiNK API integration
- Performance optimization
- Bug fixes and refinements
- Compliance adjustments

Output

Deployment-ready system

Phase 3: THiNK Lab Validation

Objective

Certify solution using CAP framework.

CAP Framework

- Compliance – ethical + governance checks
- Accuracy – correctness of outputs
- Performance – speed, stability, scalability

Additional Checks

- Security validation
- Localization readiness
- System reliability

Output

Certified solution (or revision required)

Phase 4: Pilot Deployment

Objective

Deploy into a real THiNK ecosystem use case.

Environments

- THiNK Clubs
- Screening Centres
- Internal THiNK systems

Metrics

- Adoption
- Accuracy
- Performance
- Operational value

Phase 5: Deployment Day & Progression

Developers present:

- Final solution
- Validation results
- Pilot performance
- Deployment readiness
- Commercial potential

Track B — Solution Build Track

For fellows with:

- Strong technical capability
- Early-stage concepts or prototypes

Goal:

- Build and complete a functional MVP during the fellowship.

Phase 1: Architecture & Planning

Objective

Define technical foundation before development begins.

Deliverables

- System architecture
- Tech stack selection
- Deployment approach
- Validation criteria

Phase 2: Build Sprint

Objective

Develop working MVP.

Activities

- Core system development
- Weekly sprint demos
- Mentor feedback cycles

Output

Functional MVP

Phase 3: Integration Sprint

Objective

Integrate with THiNK systems.

Activities

- API integration
- Localization implementation
- Performance improvements

Output

THiNK-compatible solution

Phase 4: Internal Validation

Objective

Ensure production readiness.

Validation Areas

- Functionality
- Stability
- Security
- UX
- Localization

Output

Release Candidate

Phase 5: THiNK Lab Validation

Objective

Final certification via CAP framework.

CAP Framework

- Compliance
- Accuracy
- Performance

Additional Checks

- Ethical AI compliance
- Security audit
- Localization quality

Outcomes

- Pass → Deployment
- Conditional Pass → Fixes required
- Fail → Remediation cycle

Phase 6: Pilot Deployment

Objective

Deploy into a live ecosystem environment.

Environments

- THiNK Clubs
- Screening Centres
- Internal systems

Final Deliverables

- Live deployment
- Demo presentation

Track Selection Framework

The THiNK Fellowship Program uses a structured track selection framework to ensure that each fellow is placed in the learning pathway that best aligns with the maturity of their project, technical capabilities, and development goals. The objective is to provide participants with the appropriate level of mentorship, technical support, and validation required to maximize the success of their projects.

Track assignment is conducted during the application and selection process and is based on a holistic assessment of both the applicant and the proposed solution. While applicants may indicate their preferred track, the final placement is determined by the Fellowship Selection Committee to ensure the best fit.

Track Selection Criteria

Applicants are assessed using the following criteria:

1. Project Maturity

The current stage of the proposed solution is evaluated to determine its readiness for development or deployment.

Project Stage	Recommended Track
Idea or Concept	Track B – Solution Build
Prototype	Track B – Solution Build
Functional MVP	Track A – Solution Deployment
Near-Complete Solution	Track A – Solution Deployment
Existing Production Solution	Track A – Solution Deployment

2. Technical Capability

The committee evaluates the applicant's ability to successfully complete the proposed project within the fellowship period. This includes consideration of:

- Software development and engineering skills
- AI/ML or domain-specific expertise (where applicable)
- Experience with relevant technologies and tools
- Previous project experience

- Ability to work independently and collaboratively

3. Solution Feasibility

Projects are reviewed to determine whether they can realistically achieve the proposed objectives within the fellowship timeline. The assessment considers:

- Project scope
- Technical complexity
- Availability of required resources
- Time required for implementation
- Risks and dependencies

4. Ecosystem Alignment

Projects should demonstrate alignment with THiNK's mission and innovation priorities. Preference is given to solutions that:

- Address real-world challenges.
- Have clear social or economic impact.
- Can integrate with the THiNK ecosystem.
- Support community-driven innovation.
- Have potential for deployment or adoption by partner organizations.

5. Deployment Readiness

For applicants seeking placement in Track A, the committee assesses whether the solution is sufficiently mature for validation and deployment by considering:

- Functional completeness of the MVP.
- Code quality and maintainability.
- System architecture.
- Documentation.
- Security and performance considerations.
- Deployment feasibility.

Track Assignment Process

The track selection process follows a structured workflow:

1. **Application Submission** – Applicants submit their application, project summary, technical documentation, and supporting materials (e.g., GitHub repository, demo links, screenshots, or prototypes).
2. **Initial Screening** – Applications are reviewed for completeness and eligibility.
3. **Technical Assessment** – The Selection Committee evaluates the applicant and project against the defined assessment criteria.

4. **Interview (where applicable)** – Selected applicants may participate in a technical or project discussion to further assess readiness, clarify project goals, and determine support needs.
5. **Track Recommendation** – Based on the assessment, the committee recommends the most appropriate fellowship track.
6. **Final Approval** – The Program Lead or Fellowship Coordinator confirms the track assignment and mentor allocation.
7. **Offer and Onboarding** – Successful applicants receive an offer letter indicating their fellowship track and onboarding instructions.

Flexibility During the Fellowship

While fellows are assigned a track at the start of the program, the THiNK Fellowship recognizes that projects may evolve during development. In exceptional cases, a fellow's track may be reviewed and adjusted if there is sufficient justification, such as:

- Significant changes in project scope or maturity.
- Successful acceleration of project development.
- Technical challenges requiring an alternative delivery approach.
- Recommendation from mentors and the Technical Review Team.

Any track changes are subject to approval by the Fellowship Coordinator and Program Lead.

Guiding Principle

The purpose of the Track Selection Framework is not to rank fellows but to ensure that each participant receives the most appropriate learning experience, technical support, and mentorship for the stage of their innovation journey. By aligning fellows with the track best suited to their project maturity and goals, the fellowship creates an environment where participants can build high-quality solutions, achieve meaningful outcomes, and successfully transition into deployment, commercialization, or further innovation opportunities.

Recruitment and Selection

Eligibility Criteria

Applicants must satisfy the minimum eligibility requirements to be considered for admission into the fellowship.

Eligible applicants include:

- University students and recent graduates
- Software developers and engineers
- AI/ML practitioners
- Researchers and innovators
- Startup founders and entrepreneurs
- Technology professionals
- Multidisciplinary teams working on technology solutions

Applicants should demonstrate:

- Strong interest in AI, digital innovation, or software development.
- Ability to commit to the full fellowship duration.
- Willingness to participate in all required fellowship activities.
- Basic technical competency relevant to their proposed project.
- Commitment to collaborative learning and professional conduct.

Preference may be given to applicants whose projects demonstrate:

- Social or economic impact
- Innovation and originality
- Alignment with THiNK's mission
- Potential for deployment or commercialization
- Scalability and sustainability

Application Requirements

Applicants are required to submit a complete application package before the stated deadline.

A complete application includes:

Personal Information

- Full name
- Contact information
- Educational or professional background
- LinkedIn or portfolio (optional)

Project Information

Applicants must provide a concise description of the proposed project, including:

- Project title
- Problem statement
- Proposed solution
- Target users
- Current stage of development
- Expected fellowship outcomes

Technical Information

Applicants should provide supporting technical information where applicable, including:

- Technology stack
- System architecture (if available)
- GitHub repository
- Demo links
- API documentation
- Screenshots or prototypes
- Existing deployment links

Supporting Documents

Where applicable, applicants may also submit:

- Curriculum Vitae (CV)
- Portfolio
- Research publications
- Previous projects
- Recommendation letters (optional)

Applications that are incomplete or submitted after the deadline may not be considered.

Technical Assessment

Following the initial application review, eligible applicants undergo a technical assessment to determine their readiness for the fellowship.

The assessment evaluates both the applicant and the proposed project.

Areas assessed include:

Technical Competency

Applicants demonstrate their understanding of:

- Programming concepts
- Software engineering practices
- AI or machine learning (where applicable)
- Databases
- APIs
- Cloud or deployment technologies
- Version control

Project Readiness

Reviewers assess:

- Project maturity
- Technical feasibility
- Architecture
- Implementation approach
- Resource requirements
- Deployment readiness

Problem Understanding

Applicants should demonstrate a clear understanding of:

- The problem being solved
- Target users
- Existing solutions
- Value proposition

The technical assessment may include portfolio reviews, code reviews, demonstrations, or technical discussions depending on the applicant's project.

Evaluation Criteria

Applications are evaluated using a standardized scoring framework to ensure fairness, consistency, and transparency.

The primary evaluation criteria include:

Evaluation Area	Description
Technical Capability	Applicant's technical knowledge and ability to execute the proposed project.
Innovation	Originality and creativity of the proposed solution.
Problem Relevance	Importance of the problem being addressed and its potential impact.
Solution Feasibility	Likelihood of successfully delivering the proposed solution within the fellowship timeline.
Ecosystem Alignment	Alignment with THiNK's mission, strategic priorities, and ecosystem.
Scalability	Potential for growth, adoption, and future development.
Commercialization Potential	Opportunities for deployment, sustainability, or revenue generation.
Communication	Clarity and quality of the application and project presentation.

Applicants who meet or exceed the minimum evaluation threshold proceed to the next stage of the selection process.

Interview Process

Shortlisted applicants may be invited to participate in an interview conducted by members of the Fellowship Selection Committee.

The interview provides an opportunity to:

- Learn more about the applicant.
- Discuss the proposed project.
- Assess technical understanding.
- Evaluate motivation and commitment.
- Clarify project scope and expectations.
- Determine the most appropriate fellowship track.

Typical interview topics include:

- Personal background
- Technical experience
- Project overview
- Architecture decisions
- Development roadmap
- Challenges and risks
- Expected outcomes
- Career goals

The interview also allows applicants to ask questions about the fellowship and gain a better understanding of program expectations.

Mentor Assignment

Each successful applicant is assigned a mentor before the fellowship officially begins.

Mentors are selected based on:

- Technical expertise
- Domain knowledge
- Industry experience
- Research background
- Project alignment

The mentor assignment process aims to ensure that fellows receive relevant guidance throughout the fellowship.

Mentors work closely with fellows to:

- Define project milestones.
- Review technical decisions.
- Provide regular feedback.
- Support problem solving.
- Prepare fellows for technical reviews.
- Assist with Demo Day preparation.
- Recommend post-fellowship opportunities where appropriate.

Mentor assignments are communicated during onboarding, and fellows are encouraged to establish regular communication with their mentors from the beginning of the program.

Offer Letters

Applicants who successfully complete the selection process receive an official THiNK Fellowship Offer Letter.

The Offer Letter confirms:

- Admission into the fellowship.
- Fellowship cohort.
- Assigned fellowship track.
- Fellowship duration.
- Program mode (Hybrid/Online/Physical).
- Start and end dates.
- Assigned mentor (where applicable).
- Program expectations.
- Benefits available during the fellowship.
- Acceptance deadline.

Successful applicants are required to formally accept the offer before the specified deadline by confirming their participation and agreeing to comply with the fellowship's policies, Code of Conduct, and operational requirements.

Upon acceptance, fellows receive the Fellowship Onboarding Pack, which includes orientation information, communication channels, program schedules, onboarding forms, and instructions for beginning the fellowship.

Fellowship Onboarding

Acceptance Process

Applicants who successfully complete the recruitment and selection process receive an official **THiNK Fellowship Offer Letter** confirming their admission into the fellowship.

To confirm participation, successful applicants are required to:

- Accept the fellowship offer by the specified deadline.
- Confirm their assigned fellowship track.
- Complete all required onboarding forms.
- Submit any outstanding documentation requested by the Fellowship Coordinator.
- Agree to the Fellowship Code of Conduct and participation requirements.

Once acceptance has been confirmed, fellows are officially enrolled into the cohort and gain access to fellowship resources and communication platforms.

Welcome Pack

Upon acceptance, each fellow receives a **THiNK Fellowship Welcome Pack** designed to help them prepare for the program and feel part of the THiNK innovation community from day one.

Digital Welcome Pack

The digital onboarding package includes:

- Fellowship Playbook
- Fellowship Calendar
- Orientation Agenda
- Fellowship Schedule
- Mentor Contact Information
- Communication Platform Links
- Project Planning Templates
- Documentation Templates
- Code of Conduct
- Frequently Asked Questions (FAQs)

Fellow Information Collection

During onboarding, fellows complete the **THiNK Fellow Information Form** to provide administrative and professional information required for program management and communications.

The information collected includes:

- Personal details
- Contact information
- Professional biography
- Educational background
- LinkedIn profile
- Technical interests
- Project information
- Emergency contact information (where applicable)
- Passport-style profile photograph

The information collected supports fellowship administration, mentor matching, communication, and promotional activities.

Consent Forms

Before participating in the fellowship, fellows are required to review and sign the **THiNK Fellowship Consent Form**.

The consent process ensures that participants understand and agree to:

- Participation in fellowship activities.
- Use of their name, biography, and profile photograph for fellowship communications.
- Recording and photography during fellowship events.
- Publication of project information where appropriate.
- Compliance with THiNK policies.
- Responsible use of fellowship resources.

All personal information is managed in accordance with applicable data protection regulations and THiNK's privacy policies.

Workspace Access

Fellows receive access to the physical and digital resources required to participate effectively in the program.

Where applicable, this includes:

Physical Workspace

- THiNK Office workspace
- Meeting rooms
- Collaboration spaces
- High-speed internet access
- Demo and presentation facilities

Digital Workspace

- Shared document repositories
- Development resources
- API documentation
- Testing environments
- Cloud or sandbox environments (where applicable)

Workspace access is granted following completion of the onboarding process.

Mentor Introductions

Each fellow is assigned a mentor whose expertise aligns with the fellow's project and technical focus.

During the Orientation Session, mentors introduce themselves by sharing:

- Professional background
- Current role
- Technical expertise
- Research or industry experience
- Fellowship responsibilities
- Preferred communication methods

Following the introductions, fellows meet their assigned mentors and schedule their first mentorship session.

The mentor-fellow relationship is intended to provide continuous technical guidance, professional development, and constructive feedback throughout the fellowship.

Fellow Introductions

The Orientation Session includes an opportunity for fellows to introduce themselves and begin building relationships within the cohort.

Each fellow is invited to briefly present:

- Name
- Educational or professional background
- Technical interests
- Previous experience
- Motivation for joining the fellowship
- Personal learning goals

This activity promotes networking, peer learning, and collaboration among participants from diverse backgrounds.

Project Introductions

Each fellow concludes the onboarding process by presenting an overview of their proposed project.

The presentation should include:

- Project title
- Problem statement
- Target users
- Proposed solution
- Current stage of development
- Fellowship track
- Technology stack
- Expected outcomes by the end of the fellowship

Project introductions provide mentors and fellow participants with an early understanding of each project, facilitate collaboration across the cohort, and establish a baseline for tracking progress throughout the fellowship. They also serve as the starting point for mentor feedback, milestone planning, and technical refinement before development activities begin.

Fellowship Operations

Operating Model

Weekly Calendar

The THiNK Fellowship Program follows a structured weekly operating model that combines independent project work, mentor engagement, technical reviews, and collaborative learning. The schedule is designed to provide regular opportunities for planning, feedback, and continuous improvement while allowing fellows sufficient time to develop their projects.

A typical fellowship week consists of:

Day	Activity	Purpose
Monday	Weekly Stand-Up (Online)	Sprint planning, progress updates, goal setting, and blocker identification
Tuesday-Thursday	Independent Development & Mentor Support	Project implementation, research, testing, documentation, and one-on-one mentor sessions
Friday	Technical Review & Demo Session (Physical/Hybrid)	Live demonstrations, technical reviews, mentor feedback, and sprint evaluation

Additional workshops, guest lectures, technical clinics, and networking sessions may be scheduled throughout the fellowship based on cohort needs.

The weekly calendar ensures that fellows maintain consistent momentum while receiving structured support throughout the project lifecycle.

Monday Stand-Ups

Monday Stand-Ups officially begin each fellowship week and serve as the primary sprint planning session.

The objectives of the stand-up are to:

- Review progress from the previous week.
- Discuss completed milestones.
- Identify technical or operational blockers.
- Set priorities for the current sprint.

- Align project activities with fellowship milestones.
- Facilitate peer learning and accountability.

Each fellow provides a concise progress update covering:

- Work completed during the previous week.
- Current project status.
- Challenges or blockers encountered.
- Planned activities for the week.
- Support required from mentors or the technical team.

Stand-ups are designed to be focused and collaborative, enabling early identification of risks while ensuring fellows remain aligned with project objectives.

Friday Technical Reviews

Friday Technical Reviews conclude the weekly sprint and provide an opportunity for fellows to demonstrate progress and receive structured feedback.

Technical review sessions typically include:

- Live demonstrations of new features or completed work.
- Technical architecture discussions.
- Code or implementation reviews.
- Testing and validation updates.
- Documentation review.
- Mentor feedback.
- Sprint retrospective.
- Planning recommendations for the following week.

The Technical Review Team and mentors evaluate project progress against agreed milestones and provide recommendations for improvement.

The objectives of the Friday review are to:

- Validate technical progress.
- Ensure project quality.
- Identify technical risks.
- Encourage peer learning.
- Maintain accountability.
- Prepare fellows for Demo Day.

These sessions also provide an opportunity for fellows to learn from one another through shared demonstrations and collaborative discussion.

Documentation Requirements

Comprehensive documentation is an essential component of the fellowship. Fellows are expected to maintain accurate, organized, and up-to-date documentation throughout the program.

Each project should include, where applicable:

- Project overview
- Problem statement
- User requirements
- System architecture
- Technical design
- API documentation
- Database design
- Installation and deployment guide
- User guide
- Testing reports
- Sprint reports
- Weekly progress updates
- Final completion report
- Demo presentation

Project source code should be maintained using version control, with clear commit messages and appropriate documentation.

Well-maintained documentation supports technical reviews, knowledge transfer, deployment, commercialization, and future maintenance of fellowship projects.

Attendance Policy

Active participation is a fundamental requirement of the fellowship.

Fellows are expected to attend:

- Orientation sessions
- Weekly Monday Stand-Ups
- Friday Technical Reviews
- Mentor meetings
- Technical workshops
- Demo Day
- Any additional mandatory fellowship activities

Attendance is recorded throughout the fellowship.

If a fellow is unable to attend a scheduled session, they should notify the Fellowship Coordinator and their mentor as early as possible, providing a valid reason for their absence.

Repeated unexplained absences may result in:

- Formal warning
- Additional mentor review
- Reduced eligibility for post-fellowship opportunities
- Removal from the fellowship in exceptional cases

Participants are expected to demonstrate professionalism by arriving on time, participating actively, and contributing positively during all fellowship activities.

Communication Guidelines

Effective communication promotes collaboration, transparency, and timely resolution of issues throughout the fellowship.

All participants are expected to:

- Communicate professionally and respectfully.
- Respond to official communications promptly.
- Notify mentors and coordinators of any challenges affecting project progress.
- Participate actively in discussions and meetings.
- Share relevant updates with the team.
- Respect confidentiality where required.
- Provide constructive and respectful feedback.

Official fellowship announcements will be communicated through designated communication platforms, while technical discussions should be conducted using the agreed collaboration tools.

Professional communication is expected both online and during in-person activities.

Progress Tracking

Project progress is monitored continuously throughout the fellowship to ensure that fellows remain on schedule and receive timely support.

Progress is assessed through:

- Weekly stand-up reports.
- Sprint milestone completion.
- Mentor meetings.

- Technical demonstrations.
- Documentation reviews.
- Technical validation sessions.
- Project management tools.
- Final deliverables.

Each fellow works with their mentor to establish measurable milestones at the beginning of the fellowship.

Progress is evaluated against:

- Planned deliverables.
- Technical quality.
- Documentation quality.
- Timeliness.
- Problem-solving ability.
- Collaboration.
- Readiness for deployment.

Regular progress tracking enables early identification of risks and allows mentors to provide targeted support when necessary.

Escalation Process

The fellowship encourages early identification and resolution of technical, operational, or interpersonal challenges.

Fellows should follow the escalation pathway below when issues arise:

Level 1 – Self-Resolution

The fellow first attempts to resolve the issue independently through research, testing, or consultation with peers.

Level 2 – Mentor Support

If the issue cannot be resolved independently, the fellow discusses it with their assigned mentor during scheduled meetings or through agreed communication channels.

The mentor provides technical guidance, recommendations, and support to resolve the issue.

Level 3 – Fellowship Coordinator

Operational, scheduling, administrative, or unresolved project issues should be escalated to the Fellowship Coordinator.

Examples include:

- Resource constraints
- Scheduling conflicts
- Communication challenges
- Attendance concerns
- Project scope issues
- Mentor availability

The Fellowship Coordinator works with the relevant stakeholders to resolve the matter promptly.

Level 4 – Program Lead

Strategic, policy, ethical, or exceptional issues that cannot be resolved through normal operational channels are referred to the Program Lead.

Examples include:

- Major project risks
- Academic or professional misconduct
- Code of Conduct violations
- Appeals regarding fellowship decisions
- Partnership or commercialization matters
- Exceptional requests affecting fellowship policy

The Program Lead reviews the issue and provides a final decision where required.

Escalation Principles

Throughout the escalation process, the fellowship is guided by the principles of:

- **Timeliness** – Issues should be raised as soon as they are identified.
- **Transparency** – All relevant information should be communicated honestly and accurately.
- **Collaboration** – Problems should be addressed constructively with the involvement of appropriate stakeholders.
- **Respect** – All participants should engage professionally and respectfully during issue resolution.
- **Continuous Improvement** – Lessons learned from escalated issues should inform improvements to future fellowship cohorts and operational processes.

Weekly Facilitation Guide

Week 1: Orientation & Research

Weekly Objective

Introduce fellows to the THiNK Fellowship Program, establish expectations, onboard participants into the THiNK ecosystem, and help fellows refine their project scope and implementation roadmap.

Week 1 focuses on helping fellows understand the fellowship journey while validating that every project has a clear problem statement, achievable objectives, and an implementation strategy.

Session Agenda

Fellowship Orientation

- Welcome to THiNK
- Introduction to the Fellowship Program
- Fellowship objectives
- Program timeline
- Fellowship tracks
- Operating model
- Weekly milestones
- Roles and responsibilities
- Communication channels

Meet the Team

- Program Lead
- Fellowship Coordinator
- Mentors
- Technical Review Team

Fellow Introductions

Each fellow introduces:

- Personal background
- Technical interests
- Previous experience
- Learning goals

Project Introductions

Each fellow presents:

- Problem statement
- Target users
- Proposed solution
- Current project status
- Technology stack
- Expected fellowship outcomes

Track Activities

Track A – Solution Deployment

- Technical audit of existing solution
- API readiness review
- Deployment readiness assessment
- Security baseline review
- Integration planning

Track B – Solution Build

- Problem refinement
- System architecture design
- Technology stack selection
- MVP definition
- Development roadmap
- Sprint planning

Mentor Activities

Mentors should:

- Meet assigned fellows

- Review project scope
- Validate technical approach
- Agree on weekly milestones
- Identify early project risks
- Schedule recurring mentor meetings

Weekly Deliverables

By the end of Week 1, fellows should submit:

- Approved project scope
- Problem statement
- Solution overview
- System architecture
- Sprint plan
- Weekly milestone plan

Week 2: Feasibility & Implementation Planning

Weekly Objective

Begin active solution development and integration while validating the technical feasibility of each project.

The emphasis during Week 2 is execution. Fellows move from planning into implementation while receiving continuous technical guidance from mentors.

Monday Stand-Up

Each fellow presents:

- Progress since Week 1
- Completed activities
- Technical blockers
- Planned work for the week
- Support required

Track Activities

Track A – Solution Deployment

- Begin THiNK API integration
- Improve deployment readiness
- Performance optimization
- Bug fixing
- Infrastructure configuration

Track B – Solution Build

- Core MVP development
- Backend implementation
- Frontend implementation
- Database setup
- Feature development
- Initial testing

Friday Technical Review

Activities include:

- Live demonstrations
- Code reviews
- Pair programming
- Architecture review
- Technical troubleshooting
- Mentor feedback

Mentor Responsibilities

Mentors should:

- Review implementation progress
- Resolve technical blockers
- Evaluate sprint performance
- Recommend improvements
- Update project milestones

Weekly Deliverables

By the end of Week 2, fellows should have:

- Working development version
- Core system components implemented
- Updated documentation
- Sprint review notes
- Demonstrable project progress

Week 3: Validation & Commercialization

Weekly Objective

Validate technical quality, improve solution stability, prepare projects for deployment, and introduce commercialization planning.

Week 3 shifts the focus from simply building software to ensuring that solutions are reliable, scalable, valuable, and deployment-ready.

Monday Stand-Up

Fellows provide updates on:

- System progress
- Validation results
- Technical challenges
- Remaining development work
- Commercialization considerations

Track Activities

Track A – Solution Deployment

- Security improvements
- Localization readiness
- Stability testing
- Performance optimization
- Compliance review

Track B – Solution Build

- Continue MVP completion
- API integration
- User experience improvements
- Performance optimization
- System refinement

Validation Activities

Projects should undergo:

- Functional testing
- Integration testing
- Security review
- Performance testing
- User feedback sessions
- Documentation review

Commercialization Session

Introduce fellows to:

- Product positioning
- Customer identification
- Business model development
- Licensing options
- Partnership opportunities
- Revenue models
- Ecosystem deployment

Friday Technical Review

Activities include:

- Mentor validation sessions
- Internal testing
- Deployment preparation
- CAP validation progress review
- Commercial readiness discussion

Weekly Deliverables

By the end of Week 3, fellows should submit:

- Stable MVP or deployment-ready solution
- Integration completed
- Validation checklist
- Updated documentation
- Commercialization outline

Week 4: Finalization

Weekly Objective

The primary objective of Week 4 is to support fellows in documenting their work, consolidating their technical achievements, and preparing the final Fellowship Completion Report. This report serves as the official record of the fellow's work during the program and provides evidence of project progress, technical implementation, validation activities, and future plans.

By the end of the week, every fellow should submit a completed **THiNK Fellow Completion Report**, together with all required supporting materials.

Fellowship Completion Report

Each fellow is required to complete and submit the **THiNK Fellow Completion Report Template**. The report should accurately document the work completed during the fellowship and demonstrate the project's technical quality, impact, and readiness for future deployment or commercialization.

The report also serves as:

- The primary project assessment document.
- Evidence of fellowship completion.
- A knowledge transfer resource for future development.
- Supporting documentation for Demo Day.
- A reference for internship, commercialization, and ecosystem progression opportunities.

Report Writing Workshop

Facilitators and mentors guide fellows through each section of the report, ensuring that the content is complete, technically accurate, and professionally presented.

The workshop covers:

1. Executive Summary

Fellows prepare a concise summary describing:

- The problem addressed.
- The solution developed.
- Key achievements during the fellowship.
- Current project status (Concept, Prototype, MVP, Deployment Ready, or Live).

2. Problem Statement

Participants document:

- Background and context.
- The challenge being solved.
- Target users.
- Why the problem is important.
- Expected social or business impact.

Mentors help fellows clearly articulate the problem and demonstrate its significance.

3. Solution Overview

Fellows describe:

- The solution developed.
- Value proposition.
- Core system capabilities.
- Key product features.
- How the solution addresses the identified problem.

The emphasis is on explaining the solution in language understandable to both technical and non-technical audiences.

4. Technical Architecture

This section documents the technical implementation of the project, including:

- Overall system architecture.
- Frontend components.
- Backend services.
- Database design.
- APIs and integrations.
- Infrastructure and hosting.
- AI/ML components (where applicable).
- Technology stack.

Architecture diagrams should be included where available.

Mentors review this section to ensure technical accuracy and completeness.

5. MVP / System Status

Fellows report the current maturity of their solution by documenting:

- Current development stage.
- Features completed.
- Features still in progress.
- Demonstrated system functionality.

This section provides a clear snapshot of the project's readiness for deployment.

6. Validation & Testing

Participants summarize all validation activities conducted during the fellowship, including:

- Functional testing.
- Integration testing.
- Performance testing.
- User testing.
- Mentor feedback.
- Security and quality improvements.

Fellows should highlight key findings and explain how validation results informed subsequent improvements.

7. Challenges & Lessons Learned

Reflection is an important part of the fellowship.

Fellows document:

- Technical challenges encountered.
- Project management challenges.
- Risks and mitigation strategies.
- Key lessons learned.
- Recommendations for future improvements.

This section demonstrates critical thinking and continuous learning.

8. Impact & Future Roadmap

Participants describe:

- Expected impact of the solution.
- Scalability potential.
- Commercialization opportunities.
- Partnership opportunities.
- Ecosystem integration plans.
- Next steps over the short, medium, and long term.

This section helps fellows transition from project completion to long-term product development.

9. Supporting Materials

Each report should include links or attachments to relevant project resources, such as:

- Source code repository.
- Live deployment (if available).
- Demo video.
- Technical documentation.
- Architecture diagrams.
- Additional supporting materials.

These materials provide evidence of project implementation and support future maintenance, deployment, and evaluation.

10. Declaration

Each fellow signs the declaration confirming that the report accurately represents the work completed during the fellowship.

The declaration must include:

- Fellow's name.
- Signature.
- Submission date.

Mentor Review

Before submission, mentors conduct a final review of each report to ensure:

- All sections are completed.
- Technical information is accurate.
- Supporting evidence has been provided.

- Documentation is professionally presented.
- The report reflects the work completed during the fellowship.

Mentors provide final comments and recommendations before the report is submitted to the Fellowship Coordinator.

Final Deliverables

By the end of Week 4, each fellow is expected to submit:

- Completed THiNK Fellow Completion Report.
- Source code repository.
- Technical documentation.
- Architecture diagram (where applicable).
- User guide or deployment guide (where applicable).
- Validation and testing evidence.
- Supporting project materials.
- Mentor-approved final project documentation.

Assessment & Evaluation

Overview

Assessment and evaluation are integral components of the THiNK Fellowship Program. Rather than relying solely on a final presentation, fellows are assessed continuously throughout the fellowship to monitor progress, provide constructive feedback, and ensure that each project meets the technical, operational, and commercialization standards established by THiNK.

The assessment framework combines mentor evaluations, technical reviews, validation activities, project documentation, and Demo Day performance to provide a holistic view of each fellow's achievements. This continuous evaluation model encourages iterative improvement while ensuring that projects are technically sound, user-centered, and ready for deployment.

Weekly Reviews

Weekly Reviews are conducted throughout the fellowship to monitor project progress, identify challenges, and provide timely support.

The objectives of the weekly review are to:

- Monitor progress against planned milestones.
- Review completed work and sprint deliverables.
- Identify technical or operational blockers.
- Evaluate documentation and code quality.
- Provide actionable feedback for the following week.

Weekly Reviews are conducted jointly by mentors and the Fellowship Coordinator and form the basis for ongoing project monitoring.

Sprint Reviews

At the end of each sprint, fellows participate in Sprint Reviews to demonstrate completed work and receive technical feedback.

Sprint Reviews assess:

- Achievement of sprint goals.
- Completion of planned features.
- Code quality and maintainability.
- System architecture.
- Testing progress.
- Documentation updates.
- Readiness for the next sprint.

Sprint Reviews encourage iterative development and continuous improvement throughout the fellowship.

CAP Validation

The THiNK **CAP Framework** serves as the primary technical validation mechanism before projects progress to deployment.

Projects are evaluated across three dimensions:

Compliance

- Ethical AI principles
- Data governance
- Privacy and security
- Regulatory compliance
- Responsible technology practices

Accuracy

- Functional correctness
- Model or system accuracy
- Reliability of outputs
- Quality of results
- User acceptance

Performance

- Speed and responsiveness
- Scalability
- Resource utilization
- Stability
- Availability

Projects that successfully satisfy CAP requirements may proceed to pilot deployment or commercialization pathways.

Demo Assessment

Demo Day serves as the final practical assessment of each fellow's project.

Evaluation focuses on:

- Solution demonstration
- Technical implementation
- User experience
- Innovation
- Communication skills
- Deployment readiness
- Commercial viability
- Ability to answer technical questions

The assessment panel consists of THiNK leadership, mentors, technical reviewers, industry experts, institutional partners, and invited stakeholders.

Completion Criteria & Scoring Rubric

A fellow will be considered to have successfully completed the fellowship upon satisfying the following requirements:

- Attendance at required fellowship activities.
- Completion of agreed project milestones.
- Submission of weekly deliverables.
- Completion of the Fellowship Report.
- Submission of required documentation.
- Participation in technical reviews.
- Presentation during Demo Day.
- Positive mentor recommendation.
- Compliance with the Fellowship Code of Conduct.

Successful completion results in issuance of a THiNK Fellowship Certificate.

Scoring Rubric

Projects are evaluated using a standardized scoring framework to ensure consistency across fellowship cohorts.

Assessment Area	Weight
Technical Quality	25%
Innovation	15%
Project Execution	15%
Documentation	10%
Validation & Testing	10%
Demo Presentation	10%
Commercial Potential	10%
Professionalism & Collaboration	5%

Total: 100%

Demo Day and Showcase

Demo Day

Purpose of Demo Day

Demo Day is the culminating event of the THiNK Fellowship Program. It provides fellows with the opportunity to present the solutions they have developed throughout the fellowship to an audience of technical experts, institutional leaders, ecosystem partners, investors, and members of the innovation community.

Beyond celebrating project achievements, Demo Day serves as a platform for technical validation, partnership development, commercialization, and ecosystem integration. It enables fellows to demonstrate the practical value of their solutions while receiving constructive feedback from diverse stakeholders.

Objectives

The objectives of Demo Day are to:

- Showcase fellow projects and achievements.
- Validate the technical readiness of solutions.
- Obtain feedback from institutional and industry stakeholders.
- Introduce projects to ecosystem partners.
- Create opportunities for pilot deployments.
- Promote collaboration between fellows and partners.
- Identify projects with commercialization potential.
- Recognize outstanding fellowship achievements.

Participants

Demo Day brings together a diverse audience representing the THiNK innovation ecosystem, including:

- THiNK Leadership
- Engineering Team
- Research Team
- Product Team

- Community Members
- Government Partners
- Industry Partners
- Investors
- Development Partners
- Universities
- Innovation Hubs
- Media Representatives (where applicable)

Demo Day Agenda

A typical Demo Day follows the structure below:

1. Registration and Networking
2. Opening Remarks
3. Fellowship Overview
4. Keynote Address
5. Fellow Presentations
6. Live Demonstrations
7. Technical Question & Answer Session
8. Mentor Feedback
9. Investor and Partner Feedback
10. Networking Session
11. Awards and Recognition
12. Closing Remarks

Presentation Guidelines

Each fellow is allocated a defined presentation slot and should prepare a professional presentation covering:

- Problem Statement
- Target Users
- Solution Overview
- Technical Architecture
- Live Demonstration
- Validation Results
- Deployment Readiness
- Commercial Potential
- Future Roadmap

Presentations should clearly communicate both the technical and business value of the solution.

Evaluation Criteria

Demo Day presentations are evaluated based on:

Criterion	Description
Innovation	Originality and creativity
Technical Quality	Engineering excellence
Scalability	Ability to grow and serve more users
User Impact	Value delivered to end users
Commercial Potential	Business viability
Ecosystem Fit	Alignment with THiNK ecosystem
Presentation Quality	Clarity, professionalism, and communication

Demo Day Logistics

Successful Demo Days require careful planning and coordination.

Logistical considerations include:

- Venue setup
- Audio-visual equipment
- Internet connectivity
- Presentation computers
- Demo stations
- Recording equipment
- Photography
- Live streaming (where applicable)
- Media coverage
- Registration desk
- Name badges
- Catering and refreshments
- Emergency contacts

Fellowship Completion

Completion

Completion Requirements

To successfully complete the fellowship, fellows must:

- Complete their assigned project.
- Meet fellowship attendance requirements.
- Submit all required deliverables.
- Participate in technical reviews.
- Present at Demo Day.
- Submit the final Fellowship Completion Report.

Final Report

Each fellow must submit a completed THiNK Fellowship Completion Report documenting:

- Executive Summary
- Problem Statement
- Solution Overview
- Technical Architecture
- MVP Status
- Validation Results
- Lessons Learned
- Future Roadmap

Documentation Submission

Each project should include:

- Technical Documentation
- Installation Guide
- User Guide
- API Documentation
- Architecture Diagrams
- Testing Reports

Demo Video

Fellows should submit a short demonstration video showcasing:

- Problem
- Solution
- System functionality
- Key features
- Future plans

Code Repository

Projects should be submitted through a version-controlled repository containing:

- Source code
- Documentation
- README
- License information
- Installation instructions

Technical Documentation

Documentation should be complete enough to allow another developer to understand, deploy, and maintain the project.

Completion Certificates

Fellows who successfully complete all fellowship requirements receive a **THiNK Fellowship Certificate of Completion**.

Outstanding fellows may additionally receive:

- Excellence Awards
- Innovation Awards
- Best Technical Solution
- Community Impact Recognition
- Commercialization Readiness Award

Transition Framework

Transition Framework

Completion of the fellowship marks the beginning of a fellow's continued engagement within the THiNK innovation ecosystem. Based on project outcomes, performance, and career aspirations, fellows may transition into one or more structured post-fellowship pathways designed to support ongoing learning, deployment, collaboration, and commercialization.

Pathway 1 – Internship Programme

Outstanding fellows may be offered internships within THiNK.

Selection Criteria

- Strong technical performance
- Consistent participation
- Quality of project deliverables
- Mentor recommendations
- Alignment with organizational needs

Internship Duration

Typically **3 to 6 months**, depending on the role and project requirements.

Performance Expectations

Interns are expected to:

- Contribute to active THiNK projects.
- Participate in agile development.
- Collaborate with multidisciplinary teams.
- Meet engineering and research deliverables.
- Continue professional development.

Internship Teams

Internship opportunities may be available within:

- Engineering Teams
- Research Teams
- Product Teams
- AI & Data Teams
- Platform Development Teams

Pathway 2 – THiNK Reseller Programme

This pathway is designed for fellows who have developed mature, deployable products with commercial potential.

Participants receive support in:

- Product listing within the THiNK ecosystem.
- Sales enablement and go-to-market planning.
- Customer onboarding and support.
- Revenue-sharing opportunities.
- Marketing and promotional activities.
- Partner relationship management.

Resellers are expected to maintain product quality, provide customer support, and collaborate with THiNK to grow market adoption.

Pathway 3 – THiNK Collaborator Programme

Fellows who wish to remain engaged through technical and community contributions may join the Collaborator Programme.

Collaborators may contribute to:

- Open-source software projects.
- AI model development.
- Language resource creation.

- Research initiatives.
- Community engagement activities.
- Technical workshops and events.
- Future fellowship cohorts as mentors or facilitators.

Pathway 4 – Ecosystem Builder

Exceptional projects may be integrated into the broader THiNK ecosystem.

Possible integration opportunities include:

- THiNKiT Platform
- API Marketplace
- Government digital service deployments
- Partner institution implementations
- Community technology initiatives
- Shared AI infrastructure

Fellows continue working with THiNK teams to scale and sustain their solutions.

Pathway 5 – Commercialization Support

Fellows with promising products receive guidance to transition from prototype to market-ready solutions.

Support may include:

- Intellectual property and licensing advice.
- Investment readiness coaching.
- Grant identification and proposal support.
- Strategic partnerships.
- Pilot implementation opportunities.
- Market validation.
- Business model refinement.
- Product commercialization planning.

Alumni Community

All graduates become members of the THiNK Fellowship Alumni Community, fostering long-term collaboration and continuous engagement.

Alumni opportunities include:

- Community of Practice participation.
- Future Demo Days and showcases.
- Conferences and workshops.
- Networking events.
- Mentorship of future fellows.
- Speaking engagements.
- Collaborative research and innovation projects.
- Access to ecosystem news and opportunities.

Monitoring, Evaluation & Learning (MEL)

Overview

Monitoring, Evaluation, and Learning (MEL) enables THiNK to assess the effectiveness of the fellowship, measure participant outcomes, and continuously improve future cohorts. The MEL framework ensures that the fellowship remains relevant, impactful, and responsive to the needs of fellows and ecosystem partners.

Key Performance Indicators (KPIs)

The program monitors indicators such as:

- Applications received.
- Fellows enrolled.
- Fellowship completion rate.
- MVPs developed.
- Deployment-ready solutions.
- Pilot deployments.
- Internship placements.
- Reseller and collaborator transitions.
- Mentor engagement.
- Participant satisfaction.
- Partner participation.
- Commercialization outcomes.

Fellow Feedback

Feedback is collected throughout and after the fellowship through:

- Weekly pulse surveys.
- Mid-program evaluations.
- End-of-program surveys.

- Focus group discussions.
- Alumni follow-up assessments.

Mentor Feedback

Mentors provide structured feedback on:

- Fellowship delivery.
- Project quality.
- Participant engagement.
- Curriculum relevance.
- Operational improvements.

Lessons Learned

At the end of each cohort, THiNK conducts a retrospective to identify:

- Successes.
- Challenges.
- Best practices.
- Areas for improvement.
- Emerging opportunities.

These lessons inform the design of future fellowship cohorts.

Annual Review

The fellowship undergoes an annual review to assess:

- Strategic alignment.
- Curriculum relevance.
- Partnership effectiveness.
- Operational efficiency.
- Long-term impact.
- Resource utilization.

Recommendations from the review guide future planning and investment.

Updating the Playbook

The THiNK Fellowship Playbook is a living document and will be reviewed periodically to reflect evolving technologies, program experiences, participant feedback, organizational priorities, and ecosystem needs. Updates may include revisions to operational procedures, curriculum, assessment methods, governance structures, or commercialization pathways, ensuring that the fellowship remains effective, relevant, and aligned with THiNK's mission of supporting innovators from ideation to impact.