



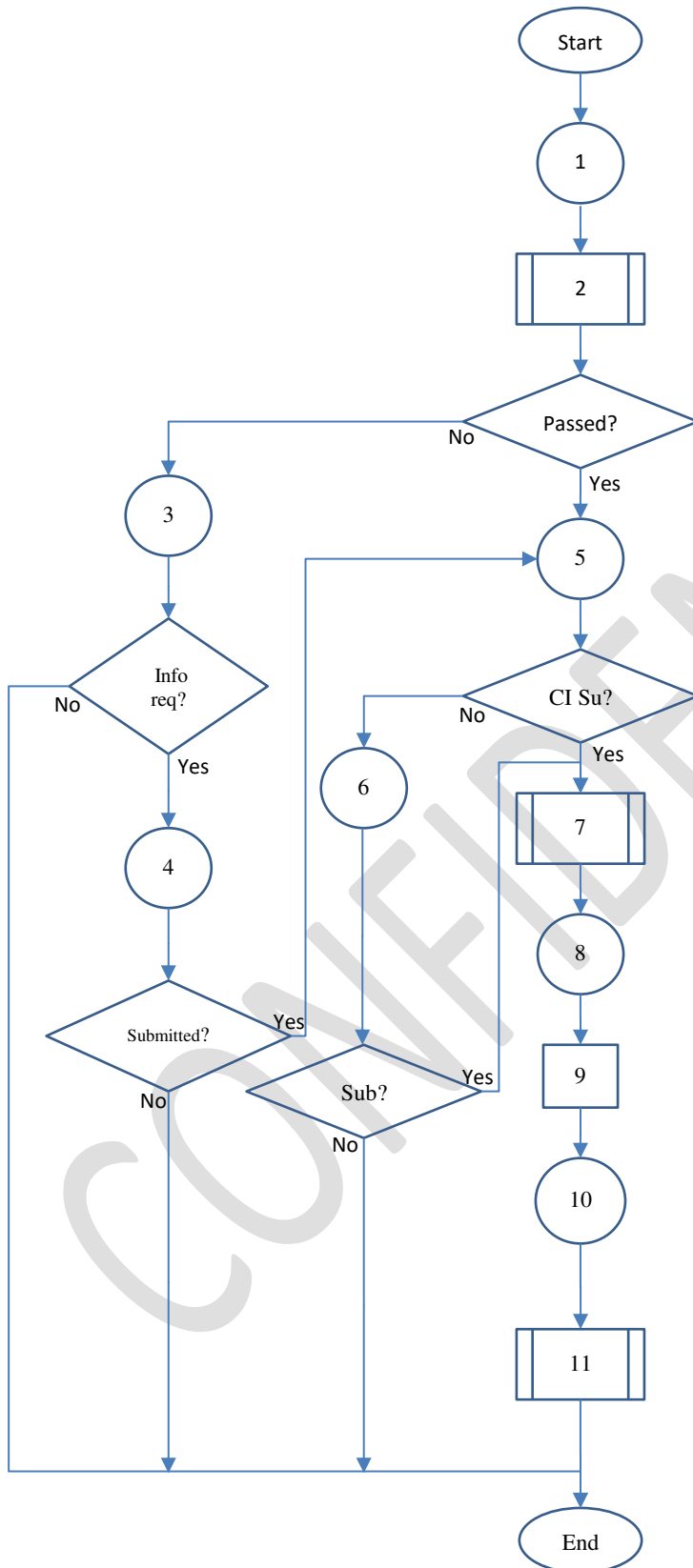
MIM: Projects Flow Chart

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Process Flow:



Process starts

1. Project Owner (PO) fills in the project application form (Ref. # PAFXXX)
 - i. IP/Ownership;
 - ii. Project deliverable;
 - iii. Owner;
 - vi. Process.
2. Pre-evaluation process (to be developed).
If do not Passed the pre-evaluation process;
 3. Process Administrator (PA), provides feedback to PO;
If additional information is not required, process ends.
If additional information is required:
 4. PA: Requests additional information;
 - If Additional information is not submitted, process ends; / If additional information is submitted go to operation #5.
If passed the pre-evaluation process, go to op. 5.
5. PA: Requests complementary (comp.) information (info.);
If comp. info. is not submitted go to op. 6.
 6. PA: Provides a reminder for the request of comp. info.
If not submitted process ends; / If submitted go to step 7.
If comp. Info. is submitted go to step 7.
7. Contractual process (To be developed).
8. PA: Publishes project on our platform and inform our partners through our weekly (or bi-weekly) newsletter.
9. PA: Monitors progression (using our project dashboard), until agreed end of period.
10. PA (end of publishing period): Removes projects and review project published performance with PA, addresses gaps and report performance.
11. Initiate project support, monitoring & evaluation.
Process ends.

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Purpose: This document is a graphical representation of the flow that projects submitted to the MIM platform have to undergo.

Scope: This flow chart is exclusively for projects submitted for funding and technical assistance to the MIM IT platform.

Acronyms and abbreviations:

MIM: Market Investment Mechanism;	PA: Process Administrator;	SDG: Sustainable Development Goals;
NDC: Nationally Determined Contribution;	Plat. D: Platform Developer;	UN: United Nations;
O&M: Operation and Maintenance;	PO: Project Owner;	WA: Website Administrator.

Roles and responsibilities:

- Plat. D.:
 - Develops platform jointly with ENERTEC-SARL,
 - Ensure good Operation of the platform;
 - Performs platform Maintenance, updates and improvement as required;
 - WA;
- ENERTEC-SARL MIM, PO /developed MIM concept:
 - Develops MIM processes and sets the terms of references of the platform;
 - Manages projects flow (PA);
 - Liaises with partners: Project Owners, financial (investors, donors & bankers) institutions, development agencies, Individuals (investors, observers, volunteers), UN agencies, organizations (retiree, professionals), other partners, etc.
- MIM Bank Management team:
- Funding agent:
- PO:

Performance Indicators:

- **System's evaluation**
 - a. Several languages (French, English, Portuguese, Hindi, Japanese, Chinese);
 - b. Ability to reach the different: levels of customer / locations / equipment (computer / smartphone);
 - c. Ease of use / self-explanatory;
 - d. Shut down rate / Down turn rate;
- **Project**
 - a. Ability to sort projects by: technologies, countries, contribution to NDC (SDG), activities, results, outcomes, Impacts;
 - b. Ability to have dashboards (project specific, overall, YTD, since day 1);

Other Paragraphs - About PLAT. D. platform:

- **Questions:**
 1. How do you assess project IP / ownership?
 2. Seriousness (meaningful or not)?
 3. Status?
 4. How long a project could be published (how many weeks)?
 5. What are the platform performance indicators?
- **Comments:**
 1. We do not sale projects;
 2. Projects are published for a certain period with the objective to get the targeted fund;
 3. Will require a video of the project owner for a pitch presentation not more than 5 minutes;
 4. Will require volunteers' program (demand, offer, testimonies)?

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