Intersect Milestone Acceptance Form

The Milestone Acceptance Form (MAF) must be completed on completion of each milestone and accompany the invoice submitted by to: billing@intersectmbo.org

The form can either be in the body of the email or as a separate attachment.

An update on confidentiality - We understand that our current contracts define a majority of content as confidential, this MAF acts as an attestation of what Intersect will share with its community and membership. Any personal, security or financial information will be omitted.

Contract Name	**Intersect Town Halls** by **Voltaire Swarm**

Milestone Name(s) & Number(s)	**Milestone 6** - Handover process and close-out report
Acceptance Criteria(s)	1. 2025 Proposal submitted to Intersect review team. 2. Intersect Townhall Playbook accepted by Intersect review team. 3. Close-out report accepted by Intersect review team.
What & How	

Intersect Milestone Acceptance Form

1. **Intersect Town Hall (ITH) 2025 Proposal** has been created and uploaded to GitBook This will give insights on how to improve the process and budgeting to run future online events like these.

2. Intersect Town Hall Playbook
   The Project Team were in a position to build on the GitBook source using techniques applied in other projects.
   - This GitBook is archived under the Catalyst Swarm domain. It will hold:
     i. Complete list of all Town hall videos and summaries
     ii. Framework on how to collaboratively organise Town Halls
     iii. Open Source Licensing
     iv. 2024 Proposal
     v. Contract Template
     vi. Milestone Reporting
     vii. Participation Stats and Analysis
     viii. 2025 Proposal
   - The Main Challenges of managing GitBook
     i. We were unable to find anyone who would facilitate the transfer the GitBook to an Intersect Repo
     ii. We were unable to initiate collaboration with the OS working group to facilitate further community development
     iii. Uncertainties arose over the OS nature of the GitHub Issues and GitBook. This arose because of ambiguous communications with the Intersect Staff that departed from the original proposal intent.
     iv. Consequently we became concerned that dedicating more energy and resources to support an OS Intersect TH infrastructure could be derailed, discarded or co-opted.
   - A future solution should :
     i. Facilitate the transfer of the GitBook to an Intersect Repo
     ii. Establish a working relationship with the OS working group
     iii. Have clear demarcation of scope, implementation and oversight of project delivery.
     iv. Recognise and support project team investment in building community infrastructure

3. Close Out Report
   - Retrospective Session Miro Board
   - and Presentation Video

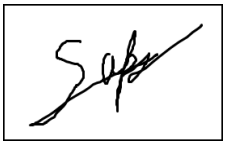
   The Intersect Town Halls provided a unique opportunity to experiment with collaborative workflows and document essential insights for future iterations. While the use of tools and documentation ensured transparency and accessibility, key

Intersect Milestone Acceptance Form

challenges emerged—most notably, the disconnect between Town Hall discussions and Intersect's decision-making processes. Despite efforts to facilitate engagement, Town Hall outcomes were often overlooked, raising concerns about their long-term impact. The collaboration structure remained largely decentralized, with high expectations placed on volunteers and limited support from Intersect operations. However, the initiative successfully fostered open dialogue, increased transparency on governance issues, and provided a platform to surface overlooked tensions.
Where
• ITH 2025 Proposal • Intersect Town Hall Playbook • 25th February Retrospective GitHub Task
Quality/Testing
1. Iterating on the framework allowed us to compare progress and experiment with different strategies to improve overall quality for future iterations 2. We rely on the Swarm Treasury System to track contributions and ensure transparency in participation and resource allocation. 3. Tools such as Miro Board, GitHub, and Google Drive provided accessible documentation for future iterations, reducing knowledge loss. 4. We provide a transparent alternative to surface tensions and failures.
Communication
We documented the full journey of Intersect Town Halls in our GitBook. Playbook covers: • Town Hall Recordings & Summaries • Collaboration Framework • and Governance We have proven best practices for scalable & transparent community discussions. Next steps? Strengthening community-driven governance & ensuring impact!
Social Media Handles & relevant tags (optional): @CatalystSwarm

Intersect Milestone Acceptance Form

Signature Authorization

Role	Name	Signature	Date of Signature
The person responsible for producing the work, e.g. Project Lead / Technical Owner			
Swarm Veteran	Tevo Saks		10.03.2025
The person responsible for validating the technical accuracy and completeness of the work, on behalf of the community, e.g. Technical Assurance / Technical Reviewer / Intersect Grant team			

Milestone Acceptance Form Guidance:

Accepted By - this should be the person responsible for completing the Quality or Testing review, the person of suitable expertise to attest that the milestone has been completed. It should not be a person from the delivering organization.

Communication - the cardano ecosystem thrives due to open participation and membership. Intersect will announce deliverables and celebrate the success of its partners. Please provide a few words on how we can best articulate and share this milestone being completed.