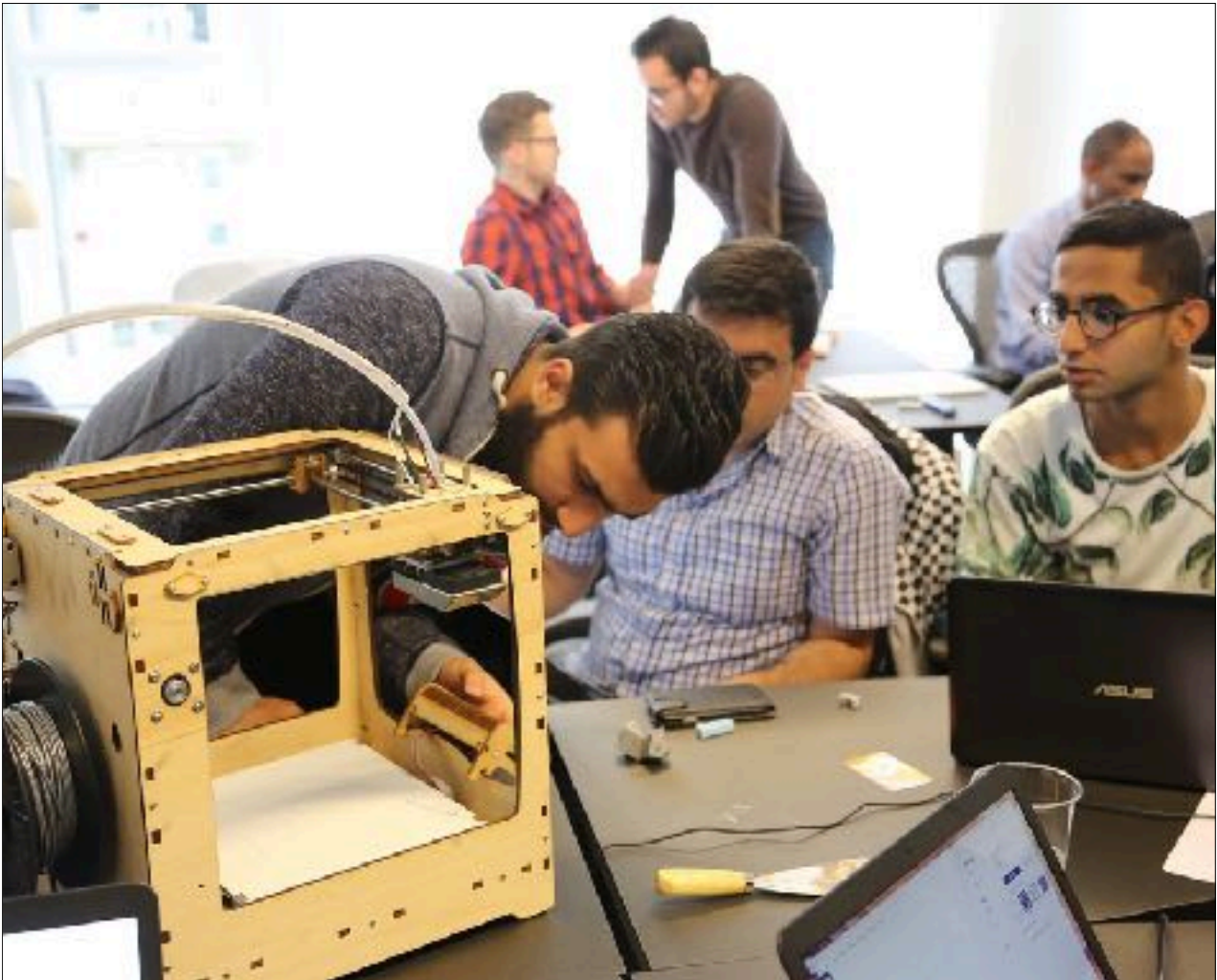# POLICY PLAN 2016-2019

Stichting Restart Network

The board of directors of Restart Network determine the organization's policies in a policy plan. This policy plan has been created at the board meeting dated December 15, 2016 and is valid for 3 years. Every year in December the policy plan will be updated to reflect recent developments that are to be incorporated in the next 3 year period.

1. INTRODUCTION

Restart Network unites people behind the mission to make the Information Technology industry more diverse and inclusive. We believe everyone deserves a fair chance to succeed in tech. Through advocating fair employment practices and equal opportunity we can create better teams and better organizations. For this purpose we align local stakeholders such as municipalities, NGOs and private sector companies behind this common goal. Through one of our educational projects, Restart ONE, we educate people from underprivileged backgrounds in computer science fundamentals. Donations from company sponsors are used to create scholarships for our students to go through the program.
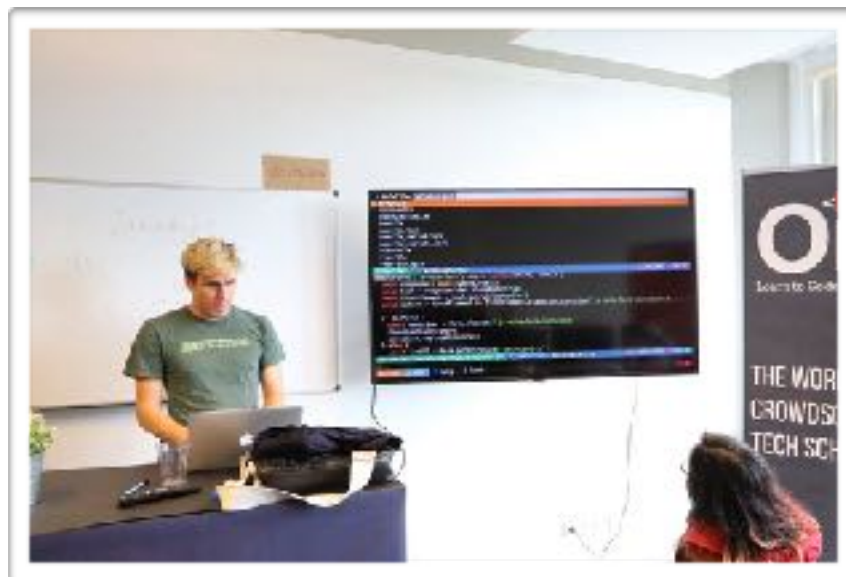
"Learning to write programs stretches your mind, and helps you think better, creates a way of thinking about things that I think is helpful in all domains."

– Bill Gates, Co-Founder Microsoft

2. GENERAL INFORMATION

- Name: Stichting Restart Network
- RSIN: 856625589
- Postal address: Stationsplein 45, 3013AK Rotterdam
- Telephone Number: +31639109150
- KVK Number: 66599385
- Bank account: NL98ABNA0514573902

3. STRATEGY

3.1. STATUTORY GOALS

As included in Article 3 of the statutes the organization has the goal to contribute:

- To improve the well-being and welfare of people
- To eliminate barriers between people and technology and democratise technology
- To connect people through technology
- To raise, administer as well as provide funds to accomplish the goals mentioned above

The foundation attempts to reach these goals by:

- Initiating, organizing, guiding and supporting educational activities in the field of Information Technology, such as classes, courses and workshops
- Establishing and fostering the connection between participants of educational activities and companies from the Information Technology industry
- Establishing and fostering the connection with third parties as long as they may be appropriate and meaningful for the foundation

3.2. NON-PROFIT ORGANIZATION

Restart Network does not aim to make a profit as defined in Article 3 (2) in the statutes. The proceeds resulting from activities are used solely to accomplish the statutory goals.

3.3. LIQUIDATION PROCEEDS

As specified in Article 12 (6), any liquidation proceeds are destined to be used for one or several good causes determined by the board members that share similar goals.

4. POLICY

4.1. ACTIVITIES AND TARGET GROUP

Restart Network will provide career opportunities in the Information Technology industry for people from underprivileged backgrounds. The program manager will initiate, organize, guide and support educational activities under the program Restart ONE. The activities are designed to teach people who have been deprived of some of the fundamental rights of all members of a civilized society through social or economic condition.

4.2. FUNDRAISING AND ADMINISTRATION

Fundraising is an important activity in order to accomplish the goals included in 3.1. Restart Network raises funds to accomplish its goals via subsidies, gifts and donations. The sponsorship of scholarships from partner companies is the main source of donations, along with donation-based campaigns and the arrangement of in-kind contributions. This model is explained in more detail under point 9 "Funding" and point 11 "Budget".

5. BOARD OF DIRECTORS

5.1. MEMBERS OF THE BOARD

Restart Network's board of directors is composed of:

Director: Teodor Cataniciu
Secretary: Melissa Ablett
Treasurer: Job Nijs

5.2. RESPONSIBILITIES

The main responsibilities of the board as a whole are:

- establish policy plan and updating it on a yearly basis
- ensuring adherence to the organization's policy plan
- prepare and publish annual impact report
- ensuring transparency by engaging independent auditor and publishing financial reports
- representing the foundation and its interests to external stakeholders

As an organization our board consists of three members. In addition to governing, our chairman is significantly involved in day-to-day activities on an honorary basis. Both the vice chair as well as the treasurer are only involved in the governance and not in the day-to-day operations of the foundation.

Chairman & Chief Instructor:
- ensure efficient and effective functioning of the board
- represent the organisation to all major stakeholders (internal and external)
- ensure fitting distribution of responsibilities amongst board members
- manage decision making and monitor program outcomes with program managers
- chair bi-annual board meetings
- acquiring new sponsors for the foundation

Vice Chair & Secretary:
- ensure preparation and publishing of annual impact report
- ensure minutes of meetings are made
- assisting Chairman in representing the foundation and its interest to major external stakeholders
- assisting Chairman in monitoring program outcomes

Treasurer:
- review and approve budgets
- assist Advisory Chair for Finance & Budget to prepare annual budget and financial audit
- process financial declarations and maintain fulfilling of requirements of ANBI status
- assign a reserve board member as backup treasurer

5.3. COMPENSATION PLAN

The members of the board receive no compensation for their activities according to Article 5 (5) of the statutes. Board members may receive a proportionate reimbursement for expenses that were incurred while performing board duties. If applicable, the foundation plans to compensate program

managers who work full-time at a discounted rate due to the non-profit nature of the activities performed (Annex 3). There are no more than two full-time employees acting as program managers needed to perform the educational activities specified in 4.1. Their salary will be derived from the salary levels appropriate for equivalent job positions provided by the Nationale Beroepengids, e.g. social worker in non-profit organization (Annex 2). Program managers may compensate their expenses incurred while performing work duties if approved by the board. Program managers may also request compensation in the form of benefits (e.g. skills training) if approved by the board. Members of the advisory board are not eligible for any form of compensation.

5.4. BOARD OF ADVISORS

Restart Network's board of advisors is composed of:

Advisory Chair for Education: Alexandru Iosup, TU Delft
Advisory Chair for Finance and Budget: Johan de Boer, GREYT
Advisory Chair for Social Enterprise: Samer Abdelnour, Erasmus University
Advisory Chair for Corporate Relations: Marie José van den Boomgaard, KPN New Business

6. VISION

The European Commission estimates a shortage of close to 1.000.000 highly skilled professionals in the IT industry. Our cities, our companies and our economy are prospected to lose out on the potential for innovation due to lack of talent. Companies have to work with expensive intermediaries in an intransparent and competitive IT recruitment market to source talent, often from overseas. Meanwhile the local unemployed and other citizens suffer from a lack of opportunity to access a booming industry.

We envision an IT industry with true diversity. True diversity enables better teams, better companies and a better society. True diversity should also mean that people from underrepresented backgrounds, whether they are refugees or housewives looking to restart their career, have an equal chance to make it in IT.

As a foundation we have set ourselves the mission to tackle these issues by launching the Restart ONE program and committing the private sector to develop hidden and diverse talents together with our foundation. We believe it is the industry's responsibility to enable more opportunities for people who are willing to work hard but have been dealt a bad hand in their lives.

We create impact through the following activities:
- Committing IT companies to invest in training new talent in-house to tackle the skills and diversity gap
- Raising funds to enable scholarships for students from low-income, refugee or underrepresented backgrounds to go through the Restart ONE program
- Expanding our network of IT companies committed to share their knowledge on our campus
- Expanding our reach in communication with local, national and international media to share the vision of Restart Network

7. GOALS

GOALS 2017	SUB-GOALS 2017
1. Program Restart ONE: Enable 60 people from diverse, low-income and underprivileged backgrounds to start a career in IT as a web developer	**1.1.** 15 students enter the Developer period and learn on-site at a partner company (Restart ONE 2017)
	1.2. Grow network of partner companies teaching web technologies in the Bootcamp period to 40
2. Fundraising: Create 30 company sponsored scholarships for the Restart ONE program to be sustained	**2.1.** Commit companies to donate €75.000 – equivalent of 30 scholarships – to the Restart Network foundation **2.2.** Raise €30.000 from other donation-based activities such as grant writing or crowdfunding campaigns

GOALS 2018	SUB-GOALS 2018
1. Program Restart ONE: Enable 100 people from diverse, low-income and underprivileged backgrounds to start a career in IT as a web developer	**1.1.** 40 students enter the Developer period and learn on-site at a partner company*
2. Fundraising: Create 60 company sponsored scholarships for the Restart ONE program to be sustained	**2.1.** Commit companies to donate €150.000 – equivalent of 60 scholarships – to the Restart Network foundation **2.2.** Raise €50.000 from other donation-based activities such as grant writing or crowdfunding campaigns
3. Expansion: Begin proof-of-concept program in at least 1 European city	**3.1.** Explore expansion possibilities in 3 European cities **3.2.** Start with proof-of-concept program in 1 European city
Critical impact measurement metric:	**20 alumni successfully hired in paid positions after their developer period**

8. PROGRAM MANAGEMENT AND GOVERNANCE

Program Scope

The Restart ONE program takes in a class of around 20 students on scholarships every quarter. The program is structured into two periods of 3 months each on campus in Rotterdam, and one period of 6 months within a company. The classes are diverse in gender as well as in nationalities and backgrounds. People from countries like Syria and Iran

One Day at Restart Network

Below is an example of a full day from a past program. See the curriculum to learn more.

▶ 9 AM - Daily Standups and Code Review

</> 10 AM - Morning Drills: Algorithm Class, Live Coding and Peer Programming

👥 12 PM - Master Class by Microsoft - Big Data and Cognitive APIs

👥 3 PM - Yoga and Meditation

🎤 5 PM - Fireside Chat with Alexandru Iosup, Professor of Computer Science

study alongside local unemployed. Women who have stopped their career after child birth and want to get back into a job are as welcome as asylum-grantees and high school dropouts.

Students go through a gamified online curriculum to learn full-stack web development. Their success is based on their ability to work together, in peer-to-peer based learning. After their first 3 months of learning the fundamentals they become Guides (Annex 3) who teach new Bootcamp students. The assignments they solve resemble real world problems, and as part of our give back philosophy we invite NGOs to pitch their problems for which our students prototype solutions. In order for our students to learn what is relevant in the industry we host weekly Masterclasses with guests coming from industry-leading technology companies who mentor our students. Their employees donate their time and join us for a day to share their knowledge on specific web technologies (see sample day above).

Responsibilities

For a professional program with a face-to-face and full-time experience there is a need of two program managers who can create an optimal classroom experience. Program managers have the responsibility of 40h a week to manage the following activities:

- plan, organise, budget and control all three phases of the Restart ONE curriculum including supervising challenges and grading them, hosting Masterclasses, arranging company visits and teambuilding activities

- put students' needs first and establish personal connections in order to help them excel

- coordinate Bootcamp and Guide students to stay on track, be on time and ensure a pleasant classroom environment with a strong team culture

- foster relationships with over 20 volunteering staff who share their knowledge in class

- organize graduation events for students finishing the Restart ONE program

- report outcomes to Chief Instructor and Advisory Chair for Education

As an organization we expect to reach full professionalization in 2018 and until then the program managers will work in a part-time arrangement of 20h a week and be

compensated accordingly (reference made to the team compensation incl. benefits row in Annex 1).
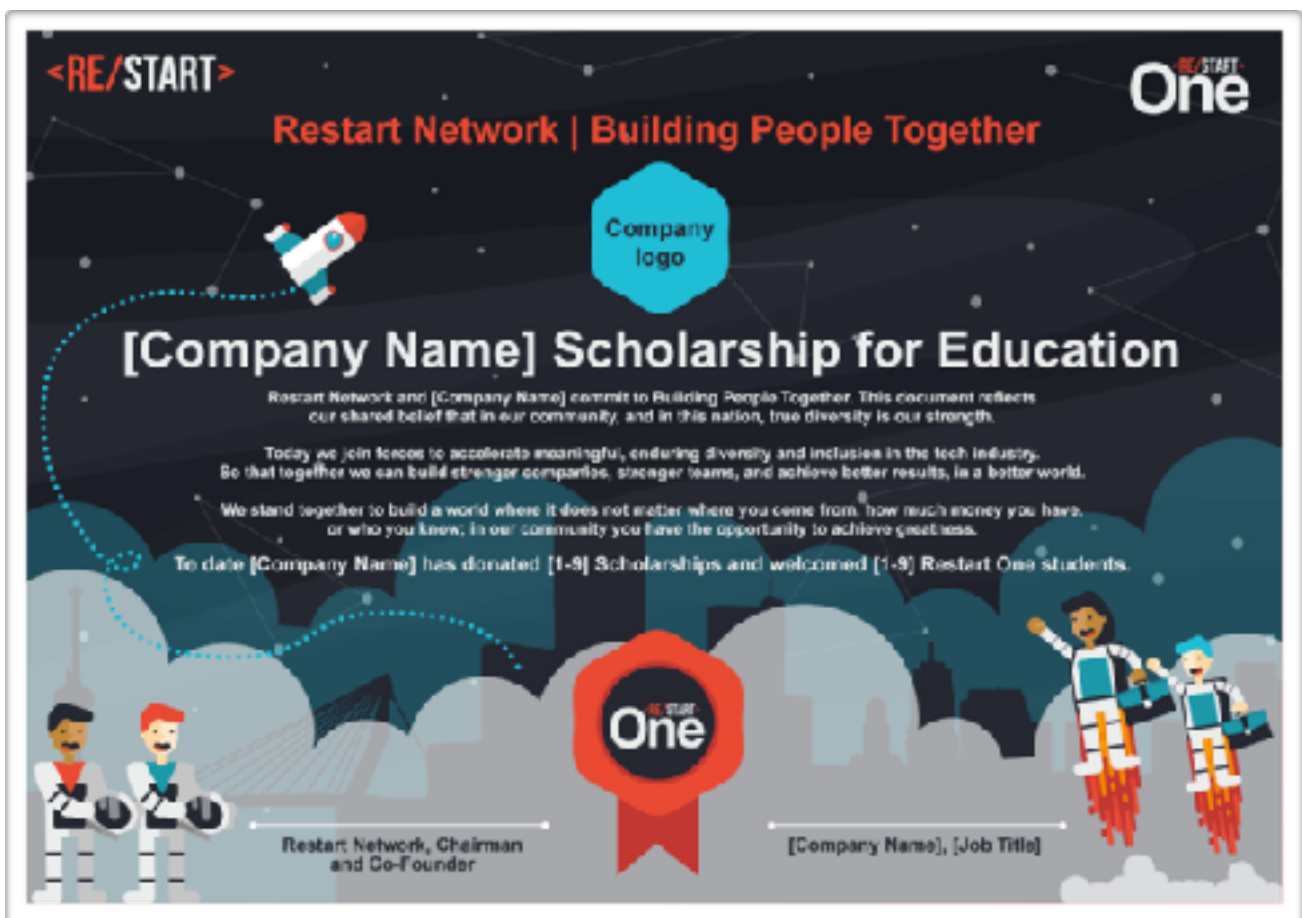
Governance

The reporting and governance structure is depicted in the organigram below:
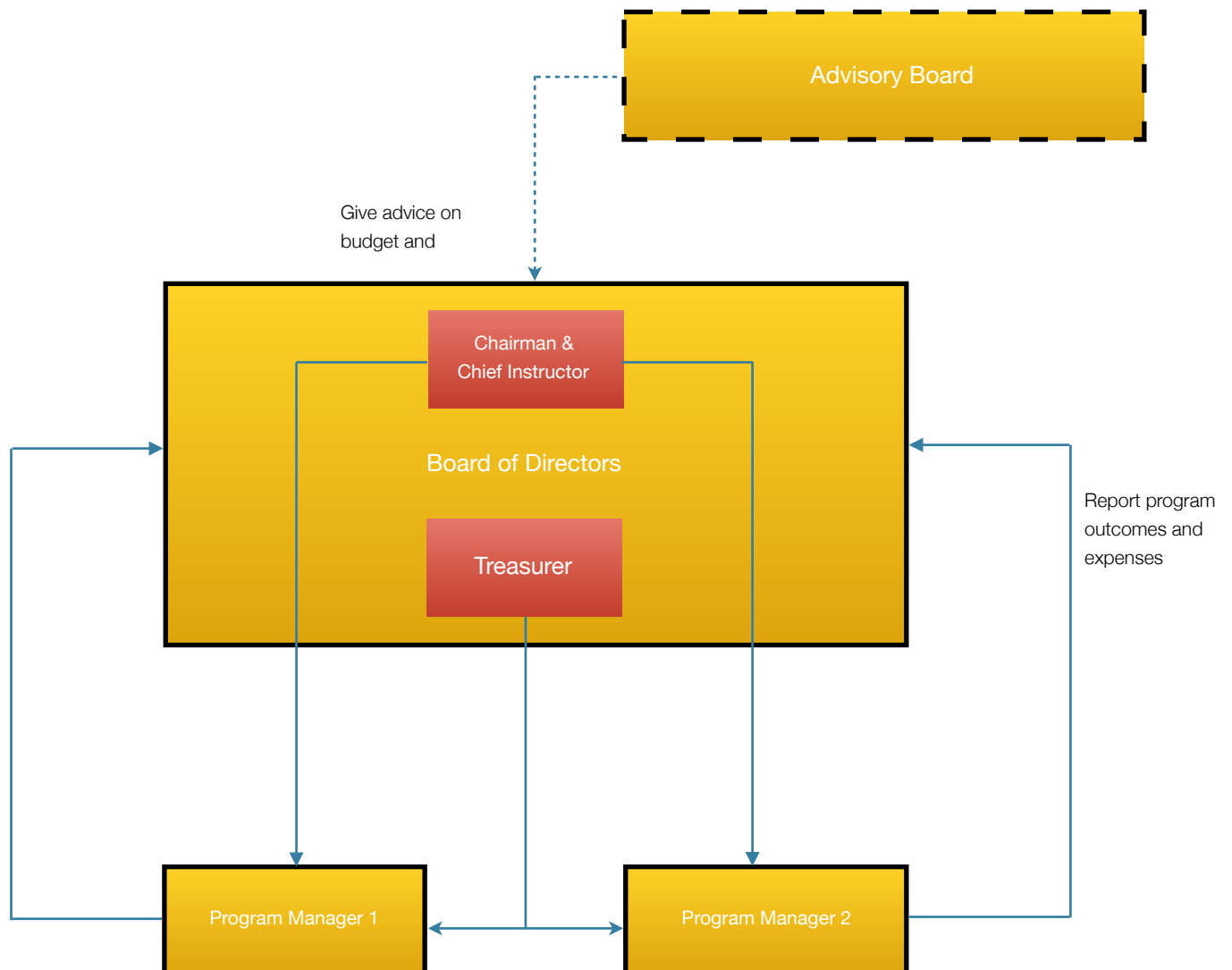
9. FUNDING

The Scholarship Model

We believe it is the industry's responsibility to onboard, train and employ diverse talent. Through the scholarship model we created a vehicle to rally IT companies behind our mission and commit them to inclusive change.

Companies who partner with us donate 5000€ in order to have a scholarship created in their name. These scholarships enable a select amount of future students to go through Restart ONE depending on the size of the donation (reference made to donation agreement). It is the final responsibility of the Chairman to create scholarships with companies who are willing to invest in social impact. The Advisory Board as well as Program Managers are encouraged to assist in making the right connections with companies who are interested.

As part of the Developer period (reference made to <u>website</u>), companies who committed to social impact are free to onboard a student to further help teaching web development and a professional work attitude that ultimately increases the students' employability. This is strictly not a work agreement (reference made to <u>internship agreement</u>). It is meant to commit companies to invest resources in empowering students from underprivileged backgrounds. Students in their Developer period continue improving their web development skills in-house at the company, surrounded by experienced developers.

ANBI Status

Donations to charities are tax deductible according to the Dutch code, if the charity has the status of an Algemeen Nut Beoogende Instelling (ANBI). At the time of creation of the Stichting Restart Network the foundation does not hold an ANBI status and donations made by companies are therefore not tax deductible. The structure of the foundation is set up in such a way that the application to obtain an ANBI status can be made. It can be expected that by the end of 2017 donations made to Stichting Restart Network in order to create scholarships will be tax deductible. It is the board's responsibility to obtain the ANBI status and action will be taken accordingly.

10. RISK MANAGEMENT

It is important to foresee and manage risks of our program and operations accordingly. The following general risks are worth taking into account:

1. Safety and health of our student body:
Restart ONE is a very intense program with a high workload. This can lead to stress and affect a student's mental health. Upon being granted admission to the program students have to sign an agreement (reference made to education agreement document) which also covers a health clause to ensure students are in the right condition to take advantage of the program.

2. Liability of the Restart Network foundation for damages or injuries:
In order to cover Restart Network's liability, the organization has both a board liability as well as a general liability insurance.

3. Professional liability towards our campus partner CIC Rotterdam and company partners onboarding students from us:
Students are instructed to respect the facilities of our campus partner and use them according to their intended use. As a prerequisite to the onboarding of our students, partner companies have to sign an internship agreement. This agreement specifies that the arrangement is strictly not meant as a work agreement according to Dutch civil code, but for the time in which the student is part of the one year long program the in-company time is meant to be an additional learning experience preparing the student for the reality of the labor market. This is a necessary step in order to manage the expectations in terms of professionalism from the company partner perspective and center the program around the skills development of our students.

11. BUDGET & FINANCIAL REPORTS

Supplementary notes

An overview of the cost structure of our foundation is in Annex 1. The yearly budget of 2018, 2019 and 2020 is expected to change and the policy plan will be updated accordingly. Revenue attributed to the sponsoring of student scholarships from companies are recorded as deferred (reference made to column 6), as the service to the student is to be delivered in year following the donation. The first financial report of the foundation will be published mid-2018 and will include an extended fiscal year covering the period August 2016 until December 2017.

Annex 1: Budget 2016/2017

	Yearly Targets		2016 (Foundation Setup)	2017 (Professionalization)	
		Student body	35	60	
		Technical partners	10	30	
		Developer partners	2	15	

	Costs		2016 (Foundation Setup)	2017 (Professionalization)	
One-time costs	IT costs	Equipping classroom with monitors	€ -	€ 1,200.00	
	Administration	Notaris, chamber of commerce	€ 450.00	€ -	
		Financial audit	€ -	€ 2,500.00	
Fixed costs	Overhead	Campus at CIC Rotterdam coworking with 24/7 access, reception, mail room and high speed internet	€ 18,000.00	€ 18,000.00	
		Team compensation incl. benefits	€ -	€ 6,750.00	
		Travel compensation	€ -	€ 2,220.00	
	Banking & Insurances	Liability insurance	€ -	€ 235.00	
		Board insurance		€ 540.00	
		Bank account		€ 120.00	
	Software	CRM System Nimble (25€ per license)		€ 900.00	
		Accounting System Exact		€ 420.00	
		Website hosting		€ 105.00	
	Other	Salary administration	€ -	€ 800.00	
Variable costs	Food and drink	Lunches & Diners for technical partners, students and team	€ -	€ 2,000.00	
	Events	Office: materials, chairs, banners etc	€ -	€ 2,000.00	
		Cleaning costs (event rooms at CIC)	€ -	€ 400.00	
		Graduation, including diplomas, hats and gifts for speakers	€ -	€ 2,000.00	

	Unforeseen	Accounting for unforeseen expenses		10%	

		Total One-Time Cost:	€ 450.00	€ 3,700.00	
		Total Fixed Cost:	€ 18,000.00	€ 30,090.00	
		Total Variable Cost:	€ -	€ 6,400.00	
		TOTAL:	€ 18,450.00	€ 44,209.00	

	Revenues		2016 (Foundation Setup)	2017 (Professionalization)	Deferred Revenue 2017
Donations	Cash		€ 5,190.00	€ 9,850.00	
	In-kind (Rent space)		€ 18,000.00	€ 18,000.00	
Sponsors	Scholarships		€ -	€ 10,000.00	€ 70,000.00
Grants	Proposals		€ -	€ 10,000.00	€ 30,000.00
	Awards, Prizes & Competitions		€ -	€ -	
	Total revenues:		€ 23,190.00	€ 47,850.00	

	Net profit/loss		€ 4,740.00	€ 3,641.00	

Annex 2: Job description and salary orientation for social work (reference to Nationale Beroepengids)

⚒️ Competenties, skills & vaardigheden activiteitenbegeleider

» Samenwerken
» Creativiteit
» Motiveren
» Plannen en organiseren
» Aanpassingsvermogen
» Inzicht in mensen en intermenselijke relaties
» Sociabbliteit
» Goede mondelinge en schriftelijke uitdrukkingsvaardigheid
» Flexibiliteit

💶 Salaris en Arbeidsvoorwaarden activiteitenbegeleider

Het gegeven bruto maandsalaris, €1525 bruto per maand, geldt voor starters met een MBO diploma. Op grond van ervaring kan men maximaal €2740 bruto per maand verdienen. Het bruto salaris kan iets hoger zijn wanneer een HBO opleiding is gevolgd.

Mensen vonden ons op: Salaris Activiteitenbegeleider, Loon Activiteitenbegeleider, Wat verdien je als Activiteitenbegeleider, Salarisschaal Activiteitenbegeleider, Salarisindicatie Activiteitenbegeleider, Bonus Activiteitenbegeleider, CAO Activiteitenbegeleider, Brutoloon Activiteitenbegeleider, Nettoloon Activiteitenbegeleider, Vakantiedagen Activiteitenbegeleider, Pensioen Activiteitenbegeleider.

👔 Wat doet een activiteitenbegeleider? Lees de functieomschrijving.

Een Activiteitenbegeleider organiseert passende activiteiten om cliënten zoveel mogelijk zelfstandigheid aan te leren in hun leven. Er kunnen allerlei activiteiten georganiseerd, zoals muziek-, sport-, en spelactiviteiten, of handenarbeid en werken met de computer. Door middel van individuele- of groepsbijeenkomsten wordt cliënten geleerd hoe ze (weer) zo zelfstandig mogelijk te functioneren. De activiteiten moeten de client wijzen op de mogelijkheden die zij (nog) hebben om deel uit te maken van en deel te nemen aan maatschappij en samenleving.

De cliënten waarme je werkt kunnen ouderen zijn, mensen met een lichamelijke en/of verstandelijke beperking, psychiatrische patiënten, gedetineerden patiënten in een ziekenhuis. In samenwerking met de cliënt wordt er een activiteitenplan of rehabilitatieplan opgesteld. Als activiteitenbegeleider kan en moet je goed naar de cliënt luisteren en ben je op de hoogte van zijn of haar aanwezigheid bij en deelname aan de activiteiten. Dit wordt vastgelegd in een verslag, dat besproken wordt met collega's in een team. Hierdoor kan de behandeling van de cliënt afgestemd blijven op de cliënt.

Een Activiteitenbegeleider zal dus creatief moeten zijn in het bedenken van activiteiten voor verschillende doelgroepen en flexibel om een alternatief te verzinnen wanneer een activiteit niet door kan gaan. De Activiteitenbegeleider kan cliënten motiveren voor de activiteiten en weet een activiteit uit te voeren volgens een bepaald plan.

Plaats gratis je CV en word gevonden door je nieuwe werkgever!