



Government  
of Canada

Gouvernement  
du Canada

# Grants and Contributions Online Services

## Online Version - For Review Purposes Only – Must be Submitted Online

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### Organization Identification

#### Organization Identification

**Legal Name**

Viaduct Technology In Education Society

**Operating (Common) Name (if different from legal name)**

Viaduct Technology In Education Society

**Business or Registration Number**

726245137RR0001

**Organization Type**

Local community, charitable, voluntary organizations

**Year Established**

2020

**E-mail Address**

info@ties.charity

**Telephone Number**

604-474-0184

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**Organization Address**

#2104-1225 Kingsway Avenue  
Port Coquitlam, British Columbia V3C1S2

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**Organization's Mandate**

From our BC Society • Societies Act CONSTITUTION NAME OF SOCIETY: VIADUCT TECHNOLOGY IN EDUCATION SOCIETY Incorporation Number: S0073367 The Society is established for the advancement of education, and its purposes are exclusively charitable. Its purposes are: • To advance education by providing charitable gifts of computers, tablets, and other educational aids to students attending schools in the least developed countries of the world. • To advance education by granting publicly available scholarships, bursaries, and other forms of financial assistance to secondary school and post-secondary school students in the least developed countries of the world.

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### Signatories

**How many signatures are required to submit an Application for Funding to ESDC (Employment and Social Development Canada)?: 1**

## Program Selection

### Program Group

Youth

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### Program

Youth - Canada Summer Jobs

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### Project Title

Project Planning for Registered Charity TIES

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### Number of Full-Time Employees Working in Canadian Locations of your Organization

0

## Privacy Notice Statement

[View Privacy Notice Statement](#)

## Mailing Address

Please select the mailing address for this application. All correspondence will be sent to this address, including any payments.

#2104-1225 Kingsway Avenue  
Port Coquitlam, British Columbia V3C1S2

## Organization Contacts

Ross Thomas

**Given Name**

Ross

**Surname**

Thomas

**Position Title**

President

**Contact Type**

Primary Contact

**Preferred language of communication - Written**

English

**Preferred language of communication - Spoken**

English

**Address Line 1**

#2104-1225 Kingsway Avenue

**Address Line 2**

**City or Town**

Port Coquitlam

**Province or Territory**

British Columbia

**Postal Code**

V3C1S2

**Telephone Number**

604-474-0184

**Fax Number**

**E-mail Address**

admin@TIES.charity

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**Ross Thomas**

**Given Name**

Ross

**Surname**

Thomas

**Position Title**

President

**Contact Type**

Secondary Contact

**Preferred language of communication - Written**

English

**Preferred language of communication - Spoken**

English

**Address Line 1**

#2104-1225 Kingsway Avenue

**Address Line 2**

**City or Town**

Port Coquitlam

**Province or Territory**

British Columbia

**Postal Code**

V3C1S2

**Telephone Number**

604-464-1214

**Fax Number**

**E-mail Address**

admin@TIES.charity

## Amounts Due

## Project Locations

### Location Details

**Main Location**

Yes

**Will the address of the location of the proposed activities be different from the mailing address?**

Same As Mailing Address

**Address Line 1**

#2104-1225 Kingsway Avenue

**Address Line 2**

**City or Town**

Port Coquitlam

**Province or Territory**

British Columbia

**Postal Code**

V3C1S2

## Job Description

### Job Details

**Job Title**

education program planner

**Tasks and Responsibilities**

TIES is a volunteer-led registered charity ([www.TIES.charity](http://www.TIES.charity)). While no specific prior experience working for a non-profit is required for this position, an interest in community service as indicated by volunteer experience is essential. This position is for the development of ongoing projects but also has great latitude for coming up with new initiatives, so there's a unique opportunity to effectively "design your own job". Naturally, such an opportunity will only appeal to those who are truly self-starters. And since the position is independent rather than part of a team, and will be a combination of remote and office based work, the job is only for those organized and mature enough to set and maintain their own schedule with minimal supervision. Specific tasks and responsibilities include: Work with field consultants and contractors to establish processes and methods for scholarship candidate identification, selection, and vetting. Implement technology donation projects. Maintain and enhance social media presence for the organization. Identify and apply to grant making organizations for additional funding. Identify and market to potential individual and corporate donors using email campaigns, social media, or other appropriate tools. Communication skills will be developed by extensive use of email, and to a lesser extent, telephone, WhatsApp, and Zoom channels. Familiarity with any or all of these channels would be an asset, but additional training and coaching will be provided as needed. Digital advertising, payment processing, member communication, website development, and extensive use of social media are key skills that will be enhanced through this job placement. A basic knowledge of some of these digital channels is a prerequisite, however additional training will be available too.

**What skills will the participant develop during this placement?**

- Client service
- Communication
- Digital skills

**Language required for job**

English

**Supervisor job title**

Director

**Identify the type of your supervision plan**

Combination

**Frequency**

Weekly

**How much experience does the supervisor have in a supervisory role?**

More than two years

**Type of feedback to be provided to youth**

Formal (Scheduled, Written)

**Supervisor will provide**

- Work Instructions and Tasks
- Evaluation of Work

**Mentor job title**

Director

**Type of mentoring plan**

One-on-one

**Frequency**

Weekly

**Does the mentor have previous experience in a mentorship role?**

More than two years

**Mentor-mentee relationship**

Formal (Regular meetings, goals established)

**Mentor will provide**

- Support for Skills Development
- Career-related training

**Preferred level of Education of the Participant**

Post-secondary

**Will this job provide a career-related work experience for the youth?**

Yes

**Does your organization intend to retain the youth as an employee following the end of the Canada Summer Jobs agreement?**

No

**Does this job support a national priority?**

Yes

**If yes, indicate which national priority(ies)**

- Black and other racialized youth
- Indigenous youth
- Small Business and Not-For-Profit Organizations that self-report as having leadership from groups that are under-represented in the labour market

**Does this job support one or more of your Member of Parliament's local priorities?**

Yes

**If yes, indicate one or more local priorities supported by the job. If your application demonstrates that it meets more than one local priority, you will be awarded additional points.**

Our MP for the Coquitlam - Port Coquitlam riding has established local priorities for three target groups, and for two types of projects. Our project application meets one of each of these groups of priorities: "Support for projects that offer programs and/or support to specific target groups: Children and/or youth" All three of our current projects are education programs directed at disadvantaged youth. (And two of those projects specifically target girls.) "Support for a specific type of project: Projects supporting community-based organizations" TIES (Viaduct Technology In Education Society) is a volunteer-run, registered charity based in Port Coquitlam. All the current directors and members of the Society are residents of the Coquitlam - Port Coquitlam riding.

**Number of participants requested for this job title**

1

**Anticipated start date**

May 8, 2023

**Number of weeks requested for each participant**

16

**Number of hours per week requested for each participant**

35

**Hourly wage rate to be paid to each participant**

\$15.65

**Hourly wage rate requested**

\$15.65

**Do you wish for Service Canada to reimburse the Mandatory Employment Related Costs?**

Yes

**Amount of Mandatory Employment Related Costs Requested**

\$738.98

## Project Details

**Identify the health and safety practices you have implemented.**

- Demonstrating Workplace Safety
- Providing Job-Specific Safety Training

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**Identify the policies and practices you have implemented to provide a work environment free of harassment and discrimination.**

- Hiring Policies / Practices
- Privacy Policies / Practices

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**Describe your organization's activities**

TIES donates innovative technology and grants scholarships. Our projects are run in the least developed countries of the world in order that donations will have the maximum impact. "Least developed" means the bottom third of the countries in the world by Purchasing Power Parity, and preferably countries among those with the highest Fragile States Index. TIES (Viaduct Technology In Education Society) is a non-profit society under the Societies Act of British Columbia, Canada. We are a registered charity; our Canada Revenue Agency charity Registration Number is 726245137RR0001. The charitable purpose of our Society is the advancement of education. The specific purposes from our Constitution define how we carry out our mission: To advance education by providing charitable gifts of computers, tablets, and other educational aids to

students attending schools in the least developed countries of the world. To advance education by granting publicly available scholarships, bursaries, and other forms of financial assistance to secondary school and post-secondary school students in the least developed countries of the world. Our projects and programs fall into two broad areas in keeping with our purposes. As our name would suggest, one of the main activities of our Society is the donation of innovative technology to education projects in developing countries. Not just computers and tablets, but game changing tech such as the RACHEL from World Possible. RACHEL stands for Remote Area Community Hotspot for Education and Learning. With this small, battery powered device education resources from the internet can be delivered to communities without internet access, in fact even without grid electricity! These plug-and-play hotspots are preloaded with content such as Wikipedia, Khan Academy, and CK12 textbooks, and can be completely customized with user content too. RACHELs have been deployed in over 50 countries. Our other main activity is providing scholarships and bursaries to high school and university students in several developing countries. Details and locations of our projects at <https://ties.charity/projects/> We are a small, volunteer-led organization, with a Board that is diverse and inclusive. Our projects are directly aimed at reducing gender and socioeconomic inequities. Since this position reports directly to the board and will be directly involved with our projects, we are acutely aware of the need to eliminate any type of discrimination from our hiring practices and workplace operations. This role is a combination of in-person and remote work in an office setting, so no specific workplace safety training is required. TIES is registered with WorkSafeBC.

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**Are the proposed activities directed at members of an Official Language Minority Community?**

No

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**Will you require an advance payment to pay the youth should your application be approved?**

No

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**Have you applied or will you apply for other sources of funding for the job requested?**

No

# Articles of Agreement

Canada Summer Jobs Articles of Agreement

[Canada Summer Jobs Articles of Agreement](#) 

**Screen Identifier:** CSJ-Summary-PrintSummary

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