Reaching Home:

Nanaimo Community Plan for Nanaimo Designated Community Stream

2024-2028

Compiled by United Way BC (Community Entity)

Revised: May 8th, 2025



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Introduction

In completing this template, communities are encouraged to develop comprehensive Community Plans that reflect the contributions of all funding partners, including other orders of governments, not-for-profit organizations, and the for-profit sector. The Community Plan does not preclude adjustments in priorities throughout the funding cycle; communities are still expected and encouraged to regularly review priorities for investment with their Community Advisory Board(s), including sub-project approval.

To support communities in completing their Community Plan, a Reference Guide has been developed. It is strongly recommended that this be reviewed prior to completing this template to ensure understanding of the requirements.

Please note that in communities that receive funding from both the Designated Communities (DC) and Indigenous Homelessness (IH) streams, ongoing and meaningful cross-stream collaboration is expected to support the achievement of community-level outcomes reflecting the needs of the whole community.

The Community Plan for Reaching Home must be approved by the DC or TH Community Advisory Board (CAB) before it is submitted to Infrastructure Canada.

Additionally, if your community has an Indigenous Homelessness (IH) Community Advisory Board (I-CAB), they must affirm that they have been engaged on the Community Plan before it is submitted. If your community is developing a joint plan with the IH stream Community Entity, both CABs must approve the community plan prior to submission.

In addition to the core elements required in this template, communities are welcome to share any other information and/or documents that they feel might provide further insight into their local context as it relates to housing and/or homelessness context.



1. Community Engagement

As part of the community planning exercise, you must engage with community partners with the goal of understanding the needs of the local homelessness sector and identify local homelessness priorities using a coordinated, systems-based and data-driven approach.

Please describe the steps taken to engage your community partners in developing this Community Plan to ensure a community-based approach. Your response must include:

- Which partners were engaged;
- When and how engagement occurred; and
- What aspects of the Community Plan were discussed, as well as what aspects of the Plan (i.e., decisions, outcomes, next steps) were influenced by these discussions.

Note: Meaningful collaboration with Indigenous and non-Indigenous partners and service providers, as well as the IH CE and I-CAB where applicable, is expected in the development of this Community Plan and must be explicitly referenced in this section. The Indigenous Partners in Your Community worksheet created for the Community Homelessness Report (CHR) may be helpful to complete this section. Please see CHR: CHR) may be helpful to complete this section. Please see CHR: CHR) may be helpful to complete this section.

In consultation with the Nanaimo CAB the Community Plan has been amended to only refer to the Designated Community funding stream; a separate Community Plan will be created that reflects the needs and voices of First Nations, Indigenous partners, citizens and organizations. This draft of the Designated Community Plan was created with partial community input and it is anticipated that a reviewed plan will be developed by Oct 2025.

The Community Entity and Nanaimo Systems Planning Society (SPO) convened a group of 8 community partners that included Snuneymuxw First Nation, City of Nanaimo, Island Crisis Care Society, Nanaimo Family Life Association, Mid Island Metis Association and Salvation Army (Nanaimo). This group was able to hold a conversation around unmet needs in the community that we have struggled to move the dial on as well as considering what a long-term investment strategy would look like in collaboration with other partners.

Feedback from the CAB on the approach and dialogue identifies that the engagement process for the Community Plan needs to be much broader and that there needs to be specific focus on Indigenous-led organizations and First Nation dialogue.

Key focus areas identified for Reaching Home funding include:

- **1. Understanding Priority Needs:** The group emphasizes the importance of understanding the evolving needs of the community, particularly regarding the high acuity of some individuals experiencing homelessness. This requires ongoing data collection and analysis, including exploration of hidden homelessness and people who are precariously housed.
- **2. Investment Strategy:** The meeting highlights the need for a long-term investment strategy that considers diverse funding sources and is adaptable to shifting needs and unexpected events (like potential economic downturns).
- 3. **Meaningful Dialogue with First Nations and Indigenous-led organizations:** through this process it has become clear that there has been momentum lost in the relationship between



Indigenous and non-Indigenous organizations at a partnership and systems change level in Nanaimo. To meaningfully move forward in Indigenous engagement the CE and CAB needs to create suitable spaces for these conversations.

3. Coordinated Access Implementation: The discussion emphasizes the need for coordinated access to services, potentially improving data collection to better inform service allocation. The importance of a data-driven approach and coordinated systems is emphasized throughout. Review how existing funding from the City of Nanaimo, BC Housing, HICC and Reaching Home Community Entity is being used and evaluate future use of funding to support building community relationships, develop partnerships and be prepared for Coordinated Access implementation at some point in 2025/2026.

Gaps in Investment and Areas for Further Research:

- Meaningful and intentional engagement and relationship building with Indigenousled organizations and First Nations: ensuring that Indigenous voices are centred in the investment approach and planning, as well as in operational delivery. Current work is aiming to incorporate Indigenous voices however the breadth and depth of engagement means there are gaps that impact people of Indigenous identity.
- Hidden Homelessness: The community conversation points out significant
 underreporting of hidden homelessness (those living precariously housed or in
 vehicles). Utilizing existing funding to understand the extent and specific needs of this
 population through community coordination and improved data collection methods
 including outreach strategies are necessary.
- Prevention and Diversion: Includes hidden homelessness, and people leaving
 institutional supports (hospital, corrections, treatment); currently these groups are
 not adequately supported and there is a need for coordinated access to provide more
 robust prevention and diversion programs. Existing research demonstrates the impact
 of interventions in this area; seek opportunities to implement models of care seen in
 communities across Vancouver Island.
- Community defined definitions to support work ahead eg. precarious housing: A clear definition of housing precarity is lacking, hindering effective response and data analysis. A standardized definition is recommended.
- Data Collection: Improving the accuracy and comprehensiveness of data collection and analysis is crucial. This includes exploring various data sources and refining methods for identifying and reaching underserved populations. Recommend activating a working group for Indigenous-led organizations to discuss and for the CE to support bringing recommendations forward.
- Collaboration and Communication: The need for improved interagency collaboration, communication, and data sharing is highlighted throughout the transcript.
 Strengthening these aspects is considered vital for efficient resource allocation and service delivery.
- Capital Investments: There is discussion around the potential benefits of capital investments, particularly in creating purpose-built facilities to address the complex needs of the homeless population. There has been limited discussion on this area, we



would recommend activating a working group to better understand the possibilities and include community partners from outside the CAB and CAB funded partners.

Recommendations:

- Conduct research to quantify the scope of hidden homelessness. This would require new data collection strategies focusing on people living in vehicles and other precarious situations.
- 2. **Reconvene an Indigenous Advisory group:** This would provide a safe space for Indigenous partners to connect and better understand needs, gaps and investment priorities for Indigenous people in the region
- 3. **Develop a standardized definition of housing precarity.** This will improve data analysis and inform targeted interventions.
- 4. Utilize community coordination through Coordinated Access programs to support strengthening prevention and diversion programs. This may involve funding pilot programs to test different intervention models and evaluate their effectiveness.
- 5. Evaluate current investments focused on data collection and sharing across agencies. A coordinated system of data collection and analysis would provide a clearer picture of the problem and allow for more efficient resource allocation.
- 6. **Enhance interagency collaboration.** Building strong working relationships between agencies and organizations will improve coordination and communication.
- 7. **Explore strategic capital investments.** This could involve collaborating with developers and other partners to fund projects that address the root causes of homelessness and provide a range of supportive services.

By addressing these areas, Reaching Home funding in Nanaimo can be used more effectively to reduce homelessness and improve the lives of those affected.

2. Investment Plan

2.1 In the table below, please identify your community's allocation of Reaching Home funding in the DC or TH and Community Capacity and Innovation (CCI) streams from 2024-25 to 2027-28¹.

Reaching Home Nanaimo Designated Community Annual Allocations 2024-2028:

	2024-25	2025-26	2026-27	2027-28	2024-28
NANAIMO DC					
CE Admin	\$211,216	\$211,216	\$217,528	\$217,528	\$857,490
Sub Projects	\$1,196,886	\$1,196,886	\$1,232,660	\$1,232,660	\$4,859,090

¹ Communities on two-year agreement extensions should report on investment plans for 2024-25 and 2025-26 at this time.



CCI	\$113,360	\$113,360	\$56,680	\$56,680	
Project Sub- total	\$1,408,101	\$1,408,102	\$1,450,188	\$1,450,188	\$5,716,580

2.2 In the table below, please outline your planned division of DC/TH and CCI Reaching Home funding from 2024-25 to 2027-28 by activity area. Please note that it is acceptable that your community's funding priorities change over time. This investment plan is to demonstrate that your community has a vision of moving forward for the allocation of Reaching Home funding.

Reaching Home Nanaimo Designated Community Annual Allocations

Activities area	2024-25	2025-26	2026-27	2027-28
Housing Services	13.6%	3.4%	10%	10%
Prevention and	13.6%	7.65%	25%	25%
Shelter Diversion				
Client Support	40.8%	58.65%	30%	30%
Services				
Capital Investments	0%	0%	0%	0%
Coordination of	17%	15.3%	20%	20%
Resources and Data				
Quality Improvement				
(CCI)				
Admin Costs	15%	15%	15%	15%
TOTAL	100%	100%	100%	100%

- **Client Support Services** there is a heavy reliance for the HUB on Reaching Home funding; we need to review other funding sources or change this allocation figure to ensure that this program receives adequate support over the coming years.
- Capital Investments there is a desire from the CAB to explore Capital Investments; with the need also high in other areas there needs to be greater discussion around this area. The allocation may change once those discussions have been held.
- Coordination of Resources and Data we will need to review these figures for 2026-2028 as the investment amount will depend on the implementation of HIFIS and Coordinated Access via BC Housing and HICC.
- 2.3 In the text box below, please describe how Community Capacity and Innovation (CCI) funding will be used to support coordinated and data-driven service delivery (e.g., supporting Coordinated Access, the Outcomes-Based Approach and use of HIFIS or existing, equivalent Homeless Management Information System).



CCI funding supports approximately 30% of the actual total cost of Coordinated Access, Outcomes-Based Approach and use of HIFIS. The contribution of the CAB to this work totals \$210,000 per year for the last three years. This investment has continued despite continued delays and missed opportunities for communities in BC to actualize the implementation of Coordinated Access. The investment into this area is taking funds away from key service provision that is required due to the delays in implementing coordinated access.

Nanaimo was prepared and ready to launch HIFIS and the integrated Coordinated Access model in 2024 however this was delayed by tri-lateral conversations between BC Housing, HICC and MHA. It is now the intention to launch Coordinated Access by March 31, 2026. The costs associated with the implementation continue to rise as needs in the community rise. The challenge of investing funds in the community without accurate community-based data is an ongoing battle.

3. Cost-Matching Requirement

3.1 In the table below, please outline all funding for homelessness initiatives expected to be received from other funders from 2024-25 to 2027-28². This includes both financial and in-kind contributions.

	2024-25	2025-26	2026-27	2027-28	Total
Reaching Home DC	¢1 400 101	\$1,408,102	¢1 /EN 100	\$1,450,188	\$5,716,580
Annual Allocation	\$1,406,101	\$1,406,102	\$1,450,166	\$1,450,166	\$5,710,560

Projected Funding From Other Funders towards Homelessness Initiatives					
Program Name and Funder	2024-25 (\$)	2025-26 (\$)	2026-27 (\$)	2027-28 (\$)	Total (\$)
City of Nanaimo – operating – does not include capital costs	5,922,000	5,162,000	TBD	TBD	11,084,000
BC Housing – Operating	19,396,000	19,979,000	TBD	TBD	39,375,000
BC Housing – Capital	11,808,000	TBD	TBD	TBD	11,808,000
TOTAL	\$37,126,000	\$25,141,000			62,267,000

² Communities on two-year agreement extensions should report on cost-matching for 2024-25 and 2025-26 at this time.



The City of Nanaimo contributes funding towards homelessness focused initiatives CSO program (outreach program), Shower program, Hub services, HEARTH operating/lease costs, SPO funding, Rent Bank, Rent Supplements, Social Planning Grants.

3.2 If your anticipated community contributions are not projected to match funding from Reaching Home for each year, please explain the circumstances below and include a description of the steps you will take to meet the requirement.

N/A		

- 4. Homeless Individuals and Families Information System (HIFIS)
- 4.1 Using your 2023-24 CHR as a guide³, please check the box if you have met the following minimum requirements as of March 31, 2024⁴. Any status updates since March 31, 2024, must also be reflected:

Minimum Requirement	Has the MR been met?	Minimum Requirement	Has the MR been met?
HIFIS MR 1	N/A	HIFIS MR 3	
HIFIS MR 2		HIFIS MR 4	

4.2 For each minimum requirement that has not yet been met (as identified in 4.1), complete a table below to describe how you will meet it by March 31, 2026. Please note that confirmation that communities are on track to do this will be required by October 31, 2025.

Minimum Requirement not yet met: [CE to add here]				
What are the next steps the community will take to meet this requirement?	Target date for completion			
HIFIS MR 2 – Access to the HIFIS 'production' environment has not yet been granted by BCH. No other HMIS system is in use throughout community. All previously stated requirements by BCH to get access to HIFIS have been met: • Completed System Map indicating priority for onboarding in order to receive Sandbox access. • Sandbox/Community Administrator Training December 2023 • Attendance at Data Stewardship Committee – Ongoing until August 2024 • Training of Community Partners in HIFIS 'Sandbox' Environment has been ongoing since March 2024	TBD			

³ For more information on how the minimum requirements align with your Community Homelessness Report, please consult the Community Plan Guide.

⁴ Communities with two-year agreement extensions are not required to complete section 4 at this time.



HIFIS MR 4 – No direct agreement has been signed with HICC. The Data Sharing Agreement, Client Consent form, Integrated Program Agreement, PIA (Milestone #3) have all been co- developed with BCH and are currently being managed by BCH rendering progress out of community's control. Our Community partners remain attentive and compliant throughout the development and feedback process of these documents. Milestone #1 - HIFIS Project Charter had been signed early 2024. Updated "Alignment" CA/CAA/HIFIS Project charter is still in draft form and is not available for sign off.	HIFIS MR 3 – Neither RH funded partners nor BCH funded partners are using HIFIS for Coordinated Access, for reasons and timelines out of the CE's control, to support community wide case management. Any data collected by existing HIFIS users is not being used to support the proposed outcomes-based approach recommended by HICC. Community does not have authentic access to the shelter, rent subsidy, outreach data currently inputted into HIFIS.	TBD
	The Data Sharing Agreement, Client Consent form, Integrated Program Agreement, PIA (Milestone #3) have all been codeveloped with BCH and are currently being managed by BCH rendering progress out of community's control. Our Community partners remain attentive and compliant throughout the development and feedback process of these documents. Milestone #1 - HIFIS Project Charter had been signed early 2024. Updated "Alignment" CA/CAA/HIFIS Project charter is still in draft	TBD

5. Coordinated Access

5.1 Using your 2023-24 CHR as a guide⁵, please check the box if you have met the following minimum requirements as of March 31, 2024⁶. Any status updates since March 31, 2024, must also be reflected:

Minimum Requirement	Has the MR been met?	Minimum Requirement	Has the MR been met?
CA MR 1	N/A	CA MR 10	
CA MR 2	N/A	CA MR 11	
CA MR 3	\boxtimes	CA MR 12	\boxtimes
CA MR 4	\boxtimes	CA MR 13	
CA MR 5	\boxtimes	CA MR 14	
CA MR 6	\boxtimes	CA MR 15	
CA MR 7	\boxtimes	CA MR 16	
CA MR 8	\boxtimes	CA MR 17	
CA MR 9	\boxtimes	CA MR 18	

⁶ Communities with two-year agreement extensions are not required to complete section 5 at this time.



⁵ For more information on how the minimum requirements align with your CHR, please consult the Community Plan Guide.

5.2 For each minimum requirement that has not yet been met (as identified in 5.1), complete a table below to describe how you will meet it by March 31, 2026. Note that confirmation that communities are on track to do this will be required by October 31, 2025.

Minimum requirement not yet met: [CE to add here]				
What are the next steps the community will take to meet this requirement?	Target date for completion			
CA MR 3 – Current governance is based on policies and procedures outlined in the draft of our 'Process Manual'. Our ICA Working Group has recently been meeting on an irregular, but long term has been active for just over 2 years.				
This was also outlined in the Nanaimo Community Profile submitted to BC Housing and HICC in November 2023.	Completed			
Draft governance that compliments alignment project is under				
review as part of current worksheet discussions				
CA MR 4 – The Nanaimo SPO is still CA lead/HIFIS Lead.	Completed			
CA MR 5 – See Draft Community Governance	Under review			
CA MR 6 – All organizations that receive RH funding have been invited to be apart of the process of developing CA although priority for engagement has been based on proximity to core responses of homelessness (e.g. housing providers, direct client housing support), regardless of funding. Units to be tenanted that are not RH have yet to be confirmed. Scope of case management in community has yet to be identified as this is dependent on how HIFIS is expanded and deployed.	Completed			

Minimum Requirement not yet met: [CE to add here]	
What are the next steps the community will take to meet this requirement?	Target date for completion
	•

Minimum Requirement not yet met: [CE to add here]	
What are the next steps the community will take to meet this requirement?	Target date for completion

Minimum Requirement not	vet met: [CE to add here]	
	,	



What are the next steps the community will take to meet this requirement?	Target date for completion	
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5.3 Describe how ongoing, meaningful collaboration on Coordinated Access between Indigenous and non-Indigenous partners has or will take place as your community works to implement, maintain and improve a Coordinated Access system.

As described above there has been a lapse in focus and relationship building with Indigenous partners and organizations since June 2024. The Nanaimo CAB will be focusing on this element of work throughout 2025. A summary of activity between 2022 and 2024 is described here: The CA Lead established an Indigenous Working Table (IWT) in early 2022 which was led by our ICA Indigenous Coordinator. This Table has been in stasis for several months due to departure of the coordinator to a position with another organization. The IWT held monthly meetings and included representatives from several local First Nations and Indigenous communities including Snuneymuxw, Snaw Naw As, Stz'uminus and Metis. The IWT provided input on how to work with First Nations community members, provided insight on the specificity of local First Nations housing and homelessness issues and reviewed our draft policy on incorporating First Nations principles of management and service provision

We have most recently been working closely with Snuneymuxw Housing Outreach Staff for several months in the HIFIS 'Sandbox' to ensure they are ready and are a priority when the production environment of HIFIS becomes available for onboarding.



6. Outcomes-Based Approach

6.1 Using your 2023-24 Community Homelessness Report as a guide⁷, please check the box if you have met the following minimum requirements as of March 31, 2024⁸. Any status updates since March 31, 2024, must also be reflected:

Minimum Requirement	Has the MR been met?	Minimum Requirement	Has the MR been met?
OBA MR 1	N/A	OBA MR 6	
OBA MR 2	N/A	OBA MR 7	
OBA MR 3		OBA MR 8	
OBA MR 4		OBA MR 9	
OBA MR 5			

6.2 For each minimum requirement that has not yet been met (as identified in 6.1), including those modified and new as of 2024-25, complete a table below to describe how you will meet it by March 31, 2026. Please note that confirmation that communities are on track to do this will be required by October 31, 2025.

Minimum Requirement not yet met: [CE to add here]		
What are the next steps the community will take to meet this requirement?	Target date for completion	
OBA MR 3-9 The Nanaimo Community looks forward to having community informed data in order to support and align with the Outcomes Based Approach to ending homelessness. As access to HIFIS and CAS developed is wrapped into broader alignment discussions with Ministry of Housing, BC Housing and HICC. Community does not have authentic access to community informed data.	TBD	

Minimum Requirement not yet met: [CE to add here]		
What are the next steps the community will take to meet this requirement?	Target date for completion	

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⁸ Communities with two-year agreement extensions are not required to complete section 6 at this time.



⁷ For more information on how the minimum requirements align with your Community Homelessness Report, please consult the Community Plan Guide.

What are the next steps the community will take to meet this requirement?	Target date for completion

6.3 Please describe how ongoing and meaningful collaboration between Indigenous and non-Indigenous partners has or will take place as your community works to meet the OBA minimum requirements. In communities where the Designated Communities and Indigenous Homelessness streams co-exist, collaboration with the IH-CE and I-CAB (where applicable) is expected.

The CE is working with Indigenous organizations, citizens and partners in the Nanaimo area to reestablish relationships and preferred paths forward. There will be a separate community plan exploring this in more detail.



7. Official Language Minority Communities

The Government of Canada has a responsibility under the <u>Official Languages Act</u> to ensure that programs and services meet the needs of Official Language Minority Communities (OLMCs). Please describe the steps that you will take to ensure that the services funded under <u>Reaching Home</u> take the needs of the OLMCs into consideration, where applicable.

Per the 2021 census, Nanaimo reports less than 2% of the population as using French as their first language. In accordance with the agreement, the Community Entity (CE) will provide services and/or products in both official languages as requested or required by the francophone community members they serve. The CE sub-agreements contain that official language clauses. Should services be required/requested the CE/sub-project will work with francophone community members directly to meet their needs, depending on the request. If a sub-project is not able to meet the request, the CE will be responsible for providing services. If neither the CE nor the sub-project can meet the request directly, the CE will contract with the L'Association Des Francophones De Nanaimo to provide the materials or services required by francophone community members in Nanaimo. In addition to any official language regulations the CE would like to acknowledge that the work of this CAB operates on the Hul'q'umi'num speaking people territory and specifically the Snuneymuxw First Nation, of the Hul'q'umi'num speaking peoples of the Coast Salish territory. There are also many Metis people who speak Metis languages and the many newcomers and immigrants who are a group at risk of housing precarity.



8. Community Advisory Board - Designated Communities/Territorial Homelessness

Note: You may list more than one name/organization for each sector, and you may list a name/organization in more than one sector, as applicable.

(Lines below can be removed where not applicable)

Sector	CAB Members
	Grace Kerr, Housing Infrastructure Communities
Infrastructure Canada (Ex-Officio Member)	Canada (HICC)
Community Entity (Ex Officia Mambar)	Naomi Woodland, United Way BC
Community Entity (Ex-Officio Member)	Naomi Field, United Way BC
Provincial/Territorial government	Jerry Michael, BC Housing
Local/Municipal government	Christy Wood, City of Nanaimo; Dan Geselbracht,
	City of Nanaimo
Indigenous government	Marina White, Snuneymuxw First Nation
Individuals with lived experience of	
homelessness	
Indigenous Peoples, nations and organizations,	Inga Nielsen-Cooper, Tillicum Lelum
Friendship Centres	Guy Beaulieu, Mid-Island Metis Nation
·	Troy Brooks, Kw'umut Lelum
Indigenous housing organizations	Marina White, Snuneymuxw First Nation
Youth and/or child-serving organizations,	Keith Wilson, Nanaimo Youth Services Association
including Child Welfare agencies	
Organizations serving survivors of domestic	Daylene Jones, Haven Society
violence and their families	
Seniors and senior-serving organizations	Deborah Hollins, Nanaimo Family Life Association
Newcomers and newcomer-serving	
organizations	
For Profit sector	TBD, Greater Nanaimo Chamber of Commerce
Police and correctional services	
Landlord associations and/or the housing	
sector	
Health organizations, including hospitals and	Amanda Lemon, Island Health
other public health institutions, and	Taryn O'Flanagan, Vancouver Island Mental Health
organizations focused on mental health and	Society
addictions	Carrie Barker, NARSF
Veterans Affairs Canada and/or Veterans-	
serving organizations	Androw Forgueon Connective Support Society
Organizations conving individuals experiencing	Andrew Ferguson, Connective Support Society
Organizations serving individuals experiencing,	Bern Muller, Salvation Army
or at risk of experiencing homelessness	Carrie Barker, Nanaimo and Area Resource Services for Families
	TOT 1 attitiles



	Gordon Fuller, Nanaimo 7-10 Club Violet Hayes, Island Crisis Care Society
Other: Data Collection / Systems Planning Organization	John McCormick, Nanaimo SPO



CAB Chairs or Co-Chairs (if applicable):
I affirm that the above members of the CAB have reviewed the attached Community Plan, and that a majority of CAB members approve of its content.

Deborah Hollins	Deborah Hollins	May 23, 2025
Name	Signature	Date (YYYY-MM-DD)
Guy Beaulieu	9A-	May 27, 2025
Name	Signature	Date (YYYY-MM-DD)
Name	Signature	Date (YYYY-MM-DD)



9. Community Advisory Board—Indigenous Homelessness

Note: You may list more than one name/organization for each sector, and you may list a name/organization in more than one sector, as applicable.

(Lines below can be removed where not applicable)

A separate Community Plan will be submitted for the Indigenous Homelessness funding stream.



Advisory Board have been en	a joint plan): I affirm that the aborgaged on the Coordinated Acces	•
Approach sections of the attac	ched Community Plan.	
	<u>OR</u>	
,	nt plan): I affirm that the above nunity Plan, and that a majority of	
Name	Signature	Date (YYYY-MM-DD)
Name	Signature	Date (YYYY-MM-DD)
Name	Signature	Date (YYYY-MM-DD)



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