

## COVID-19

### Community Futures Central Island Action Plan

#### Effective Immediately

Dear Friends, Clients and Stakeholders,

We are doing our part to prevent potential community transmission of the COVID-19 virus in our region.

Community Futures Central Island (CFCI) remains OPEN for business as usual. However, effective immediately, we are implementing the following preventative measures to reduce the risk of transmission:

Appointments with CFCI staff regarding loans, business resources, EDP Coaching and Entrepreneur in Residence must be arranged in advance by telephone or email. Please refer to the contact details listed below.

1. All meetings will now be held via telephone, video conference (ZOOM) or email. We will not be scheduling face-to-face meetings until further notice.
2. Walk-in / drop-in visits to our office at #14 – 327 Prideaux Street in Nanaimo are temporarily suspended until further notice. Instead, please call us at 250-591-7499 to discuss your needs or to make a virtual appointment.
3. All scheduled meetings and training sessions will now take place on-line and not in-person until further notice. Online connection details will be forwarded in advance via email.
4. We are embracing [social distancing](#) as defined by the Federal government and discouraging our staff and volunteers from attending any public events of over 50 people.

Please contact us accordingly:

General Inquiries & Appointments:	250-591-7499	<a href="mailto:admin@cfnanaimo.org">admin@cfnanaimo.org</a>
Loans:	250-591-7499 Ext 248	<a href="mailto:bdco@cfnanaimo.org">bdco@cfnanaimo.org</a>
Office Administration:	250-591-7499 Ext 229	<a href="mailto:admin@cfnanaimo.org">admin@cfnanaimo.org</a>
Executive Director:	250-591-7499 Ext 228	<a href="mailto:ed@cfnanaimo.org">ed@cfnanaimo.org</a>

This is indeed an unprecedented time for everyone. For resources available to support you, your business and employees we refer you to <https://www.tradecommissioner.gc.ca/campaign-campagne/ressources-entreprises-COVID-19-business-resources.aspx?lang=eng> and <https://www.bceda.ca/coronavirus.php>

With care,

Your CFCI Team