

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. Walk-in / drop-in visits to our office at #13 – 327 Prideaux Street in Nanaimo are welcome, however a mask must be worn at all times and social distancing measures must be adhered to.
2. We would prefer that all meetings be held via telephone, video conference (ZOOM) or email. Ideally, we will not be scheduling face-to-face meetings unless warranted and pre-booked.
3. For those who are interested in finding out more about our programming, we offer bi-weekly orientation session via Zoom. Please visit our facebook events page, email administration or call to register.

Please contact us accordingly:

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| General Inquiries & Appointments: | 250-591-7499 | admin@cfnanaimo.org |
| Loans: | 250-591-7499 | bdco@cfnanaimo.org |
| Office Administration: | 250-591-7499 | admin@cfnanaimo.org |
| Executive Director: | 250-591-7499 | ed@cfnanaimo.org |

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

Website: cfnanaimo.org

Facebook: facebook.com/CommunityFuturesCentralIsland