



Action Plan

| 2022

Prepared for: Newfoundland and Labrador Housing
and Homelessness Network

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Overarching Goals of Strategic Plan

By March 31, 2025, the Newfoundland and Labrador Housing and Homelessness Network will:

- be a strong provincial voice of housing and homelessness in rural and remote Newfoundland and Labrador
- be the lead provincial advocate for housing and homelessness in rural and remote Newfoundland and Labrador
- increase support to regional community organizations who support people with housing and homelessness issues in rural and remote Newfoundland and Labrador

Objectives Year One (2022-23)

By March 31, 2023, the Newfoundland and Labrador Housing and Homelessness Network will have:

- developed and implemented a communications policy
- a clear and current picture of the landscape of housing and homelessness in rural and remote Newfoundland and Labrador
- conducted a training needs assessment of all Community Advisory Boards

Key Indicators for Objective Year One

- Communication plan
- Strong/increased social media presence
- Spokesperson(s) identified
- Communications Director position filled
- Roles and responsibilities of Communications Director reviewed and updated as necessary
- Increased engagement and activities
- Provincial conference
- Active networking and collaboration
- Increased number of partners
- Accurate activity tracking, i.e., # of meetings, contacts, and events
- Staff will have visited and met every Community Advisory Board in the province
- A needs assessment of each Community Advisory Board
- Knowledge shared with and about each Community Advisory Board
- Network database developed (Who's Who?)
- Identified prioritized training needs
- Increased number of training opportunities in rural and remote Newfoundland and Labrador
- Identified training providers

Action Items

What	Who	When
<input type="checkbox"/> Review current communications plan and documents	Communications Committee	May 31, 2022
<input type="checkbox"/> Review terms of reference	Communications Committee	May 31, 2022
<input type="checkbox"/> Communications plan (draft)	Communications Committee	November 30, 2022
<input type="checkbox"/> Communications policy (draft)	Communications Committee	December 31, 2022
<input type="checkbox"/> Communications plan & policy (final)	Communications Committee	February 28, 2022
<input type="checkbox"/> Engage Community Advisory Boards about communications plan & policy	Cyril Tobin, Jeff Hillyard	January 31, 2023
<input type="checkbox"/> Review activity tracking tool (metrics)	Cyril Tobin, Jeff Hillyard	June 30, 2022
<input type="checkbox"/> Site visits	Cyril Tobin, Jeff Hillyard	November 30, 2022
<input type="checkbox"/> Training needs assessment of Community Advisory Boards	Cyril Tobin, Jeff Hillyard	December 31, 2022
<input type="checkbox"/> Identify training providers	Cyril Tobin, Jeff Hillyard	February 28, 2023
<input type="checkbox"/> Prioritize training needs	Cyril Tobin, Jeff Hillyard	January 31, 2023
<input type="checkbox"/> Training schedule for rural and remote areas	Cyril Tobin, Jeff Hillyard	March 31, 2023
<input type="checkbox"/> Profiles of Community Advisory Boards	Cyril Tobin, Jeff Hillyard (Communications Committee to assist in developing what information to gather)	June 30, 2022

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|--------------------------|--|---|-------------------|
| <input type="checkbox"/> | Online directory | Cyril Tobin, Jeff Hillyard,
Admin staff | December 31, 2022 |
| <input type="checkbox"/> | Provincial conference | Cyril Tobin, Jeff Hillyard,
Ad hoc Committee | November 30, 2022 |
| <input type="checkbox"/> | Finalize strategic plan | | |
| <input type="checkbox"/> | Develop map of Community Advisory
Boards (with colour overlay of regions) | | |
| <input type="checkbox"/> | Develop responses to Provincial and
Federal Budgets | | |
| <input type="checkbox"/> | Identify and engage with
underrepresented areas | | |

Other Information

Consideration for Provincial conference to be held virtually around National Housing Day.

May 31, 2022

Review current communications plan and documents

Review terms of reference

June 30, 2022

Review activity tracking tool (metrics)

Profiles of Community Advisory Boards

November 30, 2022

Communications plan (draft)

Site visits

Provincial conference

December 31, 2022

Communications policy (draft)

Training needs assessment of Community Advisory Boards

Online directory

January 31, 2023

Engage with Community Advisory Boards about communications plan & policy

Prioritize training needs

February 28, 2023

Communications plan & policy (final)

Identify training providers

March 31, 2023

Training schedule for rural and remote areas