

Community Futures Pan West  
2016 - 2017 Activity Report  
Performance Against Plan  
March 31, 2017

1. The Community Futures Leadership Institute (CFLI) board development program targeted 65 sessions to be delivered by March 31, 2017. We are pleased to report as of March 31, 2017, 60 sessions have been delivered. Across Canada, 898 volunteers participated in a session and received certificates. Of the 60 sessions delivered, 42 sessions were delivered in the west and 583 volunteers participated in the sessions in that region.
2. The CFLI has renewed the 2017 - 2018 CU Training platform license. To date, we have 325 active members using the platform. On this platform, there is a selection of over 400 courses that align with the Community Futures Certification Program. The CFLI continues to work with CU training to deliver training webinars twice a month on the platform and career training plans.
3. The CFLI staff program received 11 applications this year. As of March 31, 2017, no staff member has received their basic certification in any position. Members have chosen to take the process slowly and work towards their certification for completion in 2017.
4. The Community Futures Pan West Project Manager delivered over 6 presentations this year across the west about the CFLI program and the history of Community Futures Pan West. This has increased collaboration with provincial associations and awareness of the programs delivered by CFLI.
5. The Community Futures Pan West Network undertook a survey to identify the operational cost of a Community Futures office in the year 2016. Over 90% of Community Futures offices participated in this survey. The results of the survey were circulated to the Community Futures offices, provincial association, western district and the Community Futures Network of Canada (CFNC).
6. Community Futures Pan West has continued to create and update brochures, manuals and videos for our members. By providing step-by-step instructions in a user-friendly way, these tools have helped our members use the platforms, access courses, use videos and follow the content.
7. The CFLI continues to provide board members certificates once they have participated in a 3-hour session. In 2016 - 2017, the CFLI launched the 3 board development streams of certification. The certificates will be sent out twice a year in November and June. We are very pleased to announce that 28 certificates were issued in November 2016.

8. Each provincial association received funds to deliver TEA training events similar to those provided in the previous year. These events occurred November 1 - March 31, 2017 across the provinces.
9. In October 2016, Community Futures Pan West released a resource guide on attracting, maintaining, retaining and engaging volunteers. The guide was well received by the members. Each member received a pdf copy to print in-house. The resource guide has also been uploaded to the membership site.
10. Community Futures Pan West delivered 7 webinars in 2016 - 2017. A partnership was formed with the BDC who delivered 3 webinars titled "Productivity". The webinars were well received by the membership.
11. Community Futures Pan West continues to fund Community Futures and volunteer awards on a provincial level each year. Some of the recipients of these awards are recognized in the CFNC Annual Report.
12. The Community Futures Pan West Network continues to monetarily support the CFNC. The Community Futures Pan West Network has appointed Wendy Smitka and Jason Denbow to the board of the CFNC. Also, Colette Close has been appointed to sit on the advisory committee on behalf of the Community Futures Pan West board. Three meetings and several conference calls were held this year. All of these meetings were attended.
13. Community Futures Pan West worked with the CFNC to develop an Advocacy document. The document was finalized on March 31, 2017 and will be circulated by the CFNC to each provincial association.
14. The Community Futures Pan West Network met face-to-face 3 times this year: June 1, 2016; September 7, 2016 and February 8, 2017. Several webinar meetings were also held during the year.