

Working Committee 1: Access to Information

Outcome	Time line	Support Needed	Remarks
3.1 Generate ideas for a center (common) guideline for newcomer centres	May - June	Copy of the available guidelines, feedback on a draft central guideline	Final recommendation from Management Committee
3.2 Identify the additional features required for newcomer resource centres	May - June	Suggestions and recommendations to improve operationalization	Final feedback from Management Committee
4.1 Study different outreach tools and create a list of effective tools	May - Sep	Sharing experience about effective tools	
5.1 Make an inventory of existing skills and expertise of member organizations	May – Jun	Input for updating inventory of Training skills and topics (within the agencies)	
5.2 Identify training needs and secure space for frontline staff	May - Sep	Training needs for different level of staff (training need assessment)	
5.3 Identify no cost training programs offered by different organizations	May - Sep	Ongoing support to update Management Committee and LIP staff about free training Opportunities	Ex: OCASI
6.1 Review and redesigning of the LIP Website	May - June	Input to make it a dynamic website Ongoing support to update the content of the website Promote the website	

Working Committee 2: Education, Training & Employment

Outcome	Time line	Support Needed	Remarks
1.2 Support for ongoing skills development training	May onwards	Information sharing, In kind support	
3.3 Support ongoing job fairs and community fairs	May onwards	Information sharing, promotion, participation, in kind support	
4.1 & 4.2 Connect with Colleges, Universities and private sector to work cooperatively in relation to volunteer/placement	July onwards	Referral and connecting Create more space for placement	

Working Committee 3: Health and Wellness

Outcome	Time line	Support Needed	Remarks
1.4 Identify appropriate mechanisms to advocate on health related issues and funding support	July onwards	Support to form a group or join Toronto wide group?	Committee yet to finalize this structure
2.2 Assess training needs of frontline staff on General health and mental health and explore resources	July - Oct	Identify training needs of the staff & In kind support for the training program	
3.3 Support ongoing Community Health education program	May onwards	Information, referrals & in kind support	
4.2 Connect with local resources for free space	July onwards	Referral, networking & establish collaboration	Schools, business associations, faith-based organizations, etc

Working Committee 4: Community Engagement & Social Inclusion

Outcome	Time line	Support Needed	Remarks
1.1 Create an inventory of faith-based and resident-based groups who are already working or interested in collaboration to serve newcomers	May - Sep	Information and support to complete the inventory	
2.2 Identify appropriate approaches to engage residents	Jul- Sep	Share experience and recommendations	
2.4 Support ongoing community driven tours, orientation sessions and cultural activities geared towards newcomers	May onwards	Information sharing and In kind support	
3.1 Identify agencies , community groups and networks that are currently using or interested in using volunteers (#1)	Jul - Sep	Information sharing and connecting	
3.2 Connect with ethno-cultural media to advertise for volunteer recruitment	Jul onwards	Referrals and Connecting with different media	
4.1 Update an inventory of existing networks and their features	Jul - Dec	Share information and connecting	

Working Committee 5: Family support and Legal services

Outcome	Time line	Support Needed	Remarks
1.1 Study Functional co-location models	May - Aug	Information sharing & Connecting	Ranged from 2-3 services in one location to many services
1.2 Identify the needs and capacity for future co-locations	Jun – Sep	Inputs/ feedback on service demand, Identify the requirements for those new initiatives	Based on the service demand of clients
2.1 Updating services not available in NW Scarborough	Jul - Sep	Inputs/ feedback	
3.1 Networking with food, cloth and furniture banks	Jul - Sep	Information, Referral, networking	
5.4 Report on newcomer scam and fraud	Jul - Sep	Information, resources for education program	
6.1 Update the inventory of legal services in NW Scarborough	Jul - Sep	Information, networking	