

[Organization logo]

## [Name of Project] Good Neighbour Plan

***Instructions:***

- *As you fill out this template for your project, consider the community you are working with, key issues that have been raised and other neighborhood -specific factors.*
- *You may want to consider gathering community input to inform your plan, if appropriate.*
- *Finally, be mindful that communities and community perspectives may change over time. As a result, your Good Neighbour Plan may need to be updated at a later date to remain current.*

**[Name of Organization]**

- *Introduce your organization and its mission.*

**[Participating Stakeholders/Communities]**      *\*optional*

- *If agreed to by community members/stakeholders, you may wish to list participating parties here. This could include Community Leagues, Business Improvement Areas, nearby businesses, neighbours or other community members.*

**[Project/Program Information]**

- *Explain your project, program and/or services.*

**[Commitment]**

- *Explain your commitment to being a good neighbour.*
- *Include specific commitments where possible. For example, open communication with community, how information will be shared, ensuring easy access to the issue resolution process, property maintenance, etc.*

**[Eligibility]**

- *Include a brief explanation of the eligibility requirements for your program.*

**[Key Issues]** \* *optional*

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- *If the community has raised specific issues or concerns, you may want to state how you plan to mitigate or address those issues.*
- *This could include cleanliness, security concerns, communication or other issues.*

## [Relationship Building with Community] *\*optional*

- *If desired, list any relationship-building activities you plan to offer the community. This could include community barbecues, holiday dinners, providing community amenity space, etc.*

## Issue Resolution

- *Indicate who the community can contact for emergency and non-emergency situations.*
- *Provide specific contact information (email address and phone number) for your representative.*
- *Outline timelines and how concerns will be responded to, including the process of escalating unresolved matters if applicable.*