Participation Request Form

1. **Details of Community Participation Body**

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| Name of Community Body: (Note 1) | Click here to enter text. | | |
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| Contact Address:  (Note 2) | Click here to enter text. | | |
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| 2. Name of **public service authority** to who the request is being made:  (Note 3) | | Click here to enter text. | |
|  | | | |
| 3. Name of any other **public service authority** which the community participation body requests should participate in the outcome improvement process:  (Note 4) | | | |
| Click here to enter text. | | | |
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| 4. The **outcome** that community participation body want to improve:  (Note 5) | | | |
| Click here to enter text. | | | |
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| 5. The **reasons** why the community participation body should participate in an outcome improvement process:  (Note 6) | | | |
| Click here to enter text. | | | |
|  | | | |
| 6. **Knowledge, expertise and experience** the community participation body has in relation to the outcome:  (Note 7) | | | |
| Click here to enter text. | | | |
|  | | | |
| 7. **How the outcome will be improved** because of the involvement of the community participation body:  (Note 8) | | | |
| Click here to enter text. | | | |
|  | | | |
| 8. Is the community participation body a **community controlled body**?  If the answer is “No” explain the basis on which the body making the request is a community participation body. | | | Yes No |
| Click here to enter text. | | | |

# Notes

1. Insert the name of the community participation body making the participation request.
2. Insert the contact address of that community participation body.
3. Insert the name of the public service authority to which the participation request is made.
4. Insert the name(s) of any other public service authority which the community participation body requests should participate in the outcome improvement process.
5. Specify an outcome that results from, or is contributed to by virtue of, the provision of a service provided to the public by or on behalf of the authority.
6. Set out the reasons why the community body believes it should participate in the outcome improvement process.
7. Provide details of any knowledge, expertise and experience the community body has in relation to the outcome specified under paragraph 4.
8. Provide an explanation of the improvement in the outcome specified under paragraph 4 which the community body anticipates may arise as a result of its participation in an outcome improvement process.