

# Participation Request Form

## 1. Details of Community Participation Body

Name of Community Body:  
(Note 1)

Contact Address:  
(Note 2)

2. Name of **public service authority** to who the request is being made:  
(Note 3)

3. Name of any other **public service authority** which the community participation body requests should participate in the outcome improvement process:  
(Note 4)

4. The **outcome** that community participation body want to improve:  
(Note 5)

5. The **reasons** why the community participation body should participate in an outcome improvement process:  
(Note 6)

6. **Knowledge, expertise and experience** the community participation body has in relation to the outcome:  
(Note 7)

7. **How the outcome will be improved** because of the involvement of the community participation body:  
(Note 8)

8. Is the community participation body a **community controlled body**? Yes  No   
If the answer is "No" explain the basis on which the body making the request is a community participation body.

## 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.