New Burdens Community Governance Review Fund 2016 to 2017

Application Form

Please ensure that you read the Department for Communities and Local Government (DCLG) community governance review guidance note before completing this form.

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| **SECTION 1: Contact Details** | |
| **Name of principal council** |  |
| **Lead contact**  (official with responsibility for managing review process) |  |
| **Contact Address** |  |
| **Telephone number (s)**  **Office**  **Mobile** |  |
| **Email address of lead contact** |  |

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| **SECTION 2: Eligibility criterion for the community governance review fund**  DCLG will **only** fund bids which meet the requirements set out in the guidance note. |
| 1. **What date was the community governance review triggered?**   (this is the date the principal council received the petition or notification that a neighbourhood plan supporting the creation of a new town or parish council had been supported by a referendum) |
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| 1. **Was the community governance review triggered by a local petition supporting the creation of a new town or parish council?** |
| Yes  No  **If yes, please state what percentage of the local electorate were signatories to the petition?** (this figure should include the proportion of the local electorate from the geographical area under consideration to become a new town or parish) |
| 1. **Was the community governance review triggered by a neighbourhood forum’s neighbourhood plan which has been supported by a referendum?** |
| Yes  No  **If yes, please provide further details about the elements of the neighbourhood plan that relate to the creation of a new town and parish council.** |

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| **SECTION 3: Proposed activity to conduct for the community governance review** | |
| **Please provide a clear financial breakdown of the costs associated with each activity to be conducted as part of the review** (the fund does **not** cover costs incurred that would fall outside the scope of a normal review) | |
| **Activity** | **(£)** |
| Activity undertaken before the commencement of the review e.g. drafting terms of reference |  |
| Consultation exercise e.g. surveys, petitions and ballots |  |
| Production of documents and literature e.g. publications and reports |  |
| General administrative costs |  |
| **Please provide details of any additional costs associated with conducting the review and attach any supporting documentation** | |

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| **SECTION 4: Additional Information** |
| 1. **Has the council submitted any other bids under the CGR new burdens fund?** |
| Yes  No  **If yes, please provide details of other application submitted to the fund.** |

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| **SECTION 5: Signature** | |
| Date of application |  |
| Signature of applicant |  |

**Please send this form and any supporting material to:** [paulette.romain@communities.gsi.gov.uk](mailto:paulette.romain@communities.gsi.gov.uk)

Alternatively, you can send the completed form and accompanying documents to:

Paulette Romain

Big Society and Community Rights Division

Department for Communities and Local Government

2nd Floor SW, Fry Building

2 Marsham Street

London

SW1P 4DF

**If you have any questions about this form or the Community Governance Review fund more generally please submit these to the above contact.**