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| **G:\Recreation & Comm Development\Community Development\Community Planning\CPP Marketing & Communications\Current logo\CommCoord-logo_FINAL_2016 2.jpg COMMUNITY PLANNING PROJECT**  **ENQUIRY FORM**  Golden Plains Shire  Please complete the form below and e-mail it to **communitydevelopment@gplains.vic.gov.au**  For more information or to ask a question please call Customer Service on 5220 7111 | | | |
| **CONTACT INFORMATION** | | | |
| **1** | **Date of enquiry** | |  |
| **2** | **Your contact details**  Name, Phone number, e-mail | |  |
| **3** | **Supporting Community Coordinator Contact Details**  Name, phone number, e-mail, address | |  |
| **PROJECT INFORMATION** | | | |
| **4** | **Project description**  Please provide a brief description of the project. | |  |
| **5** | **History of the project**  Please outline any relevant history of the project you think Council should be aware of. | |  |
| **6** | **Address the project will be located.**  Please be as specific as possible; feel free to attach a map. | |  |
| **7** | **How is the project being funded?** | |  |
| **8** | **Is this project in a Community Plan?**  If yes, which one? | |  |
| **9** | **Who will undertake the work in this project?** | |  |
| **10** | **If community members are involved in undertaking the work, is an incorporated group taking legal responsibility (auspicing) the project?** | |  |
| **11** | **Do the community members or incorporated group hold public liability insurance for this project?** | |  |
| **12** | **How will structures, gardens or areas developed through this project be maintained in the future?** | |  |
| **13** | **Please list any specific questions you would like Council to answer.** | |  |
| **14** | **Please attach maps or drawings for the project.** (Mandatory) Hand drawn sketches are fine | |  |
| **THANKYOU FOR YOUR INFORMATION** | | | |
| **ADMINISTRATION** | | | |
| **Form submitted to:** | | communitydevelopment@gplains.vic.gov.au | |
| **Date:** | |  | |
| **Responding Council Officer:** | |  | |