**HAP Ref Project Title**

**All Applications**

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| --- | --- |
| 1. Does the application meet the Panel’s funding priorities? | Yes  No |
| Comment: |  |
| 1. Does the proposed project clearly benefit tenants and is there sufficient evidence of community consultation or involvement? | Yes  No |
| Comment: |  |
| 1. Does the application demonstrate value for money? | Yes  No |
| Comment: |  |
| 1. Have opportunities for match funding been considered? | Yes  No |
| Comment: |  |
| 1. Has the application been developed or shared with local housing and/or sheltered colleagues? | Yes  No |
| Comment: |  |
| 1. Has any future or on-going maintenance commitment been agreed? | Yes  No |
| Comment: |  |
| 1. Have Ward Members and the Communities Teams been informed of, or involved in, the proposed project? | Yes  No |
| Comment: |  |
| 1. Will the project have an impact on any local services or activity being planned for delivered in any Community Hub or other LCC outlet? | Yes  No |

**Environmental Applications**

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| --- | --- |
| 1. Have the following questions been considered with the Investments Project Team? | Yes  No |
| 1. Is the project in a PFI area? If so, check for any impact on contractual arrangements. | Yes  No |
| Comment: |  |
| 1. Have Property and Contracts been consulted for any overlap with programmed maintenance or improvement works? | Yes  No |
| Comment: |  |
| 1. Will the project have any potential impact on any other council service? | Yes No |
| Comment: |  |
| 1. If yes, have they been consulted? (including LEDA report) | Yes  No |
| Comment: |  |
| 1. Have any future maintenance issues been considered? | Yes  No |
| Comment: |  |
| 1. Are any formal permissions required? e.g. planning permission? | Yes  No |
| Comment: |  |
| 1. Are the Internal Service Providers quotes providing value for money? | Yes  No |
| Comment: |  |
| 1. Are there any impacts to any HRA funded Environmental Improvement Project? | Yes  No |
| Comment: |  |
| 1. Would the project be ideal for a Community Payback referral to clear land, cut back etc before or instead of an internal service provider? | Yes  No |
| Comment: |  |
| 1. Does the project involve the installation of new or enhancements to existing CCTV systems? If so, has a privacy impact assessment been completed and are all monitoring, data retrieval and information governance issues finalised. | Yes  No |
| Comment: |  |

**Community Applications**

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| --- | --- |
| 1. Does the application meet the criteria set out in the funding community projects’ guidance notes? | Yes  No |
| Comment: |  |
| 1. Is any formal permission required? e.g. licence agreement, playing fields etc | Yes  No |
| Comment: |  |
| 1. Have supporting documents been provided? e.g. governance documents, evidence of community consultation etc. | Yes  No |
| Comment: |  |