# Policy costing request—outside the caretaker period for a general election

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| Request details  |
| Name of policy request:  |  |
| Parliamentarian requesting costing: |  |
| Date of request to cost the policy: |  |
| Is this policy costing or any other information relating to the request to be treated as confidential? | [ ]  Yes | [ ]  No |
| **Contact officer details** |
| Contact officer name: |  |
| Email address: |  |
| Phone number: |  |
| **Description of policy** |
| Purpose or intention of the policy: |  |
| Summary of policy specification (as applicable, please attach copies of relevant policy documents or announcements): |  |
| Intended date of implementation: |  |
| Intended duration of policy: |  |
| Details of any transitional arrangements associated with policy implementation: |  |
| Is the policy part of a package?If yes, list the components and interactions with proposed or existing policies. |  |
| Will funding/thresholds/rates require indexation?If yes, list factors to be used. |  |
| Where relevant, is funding for the policy to be demand driven or a capped amount? If a capped amount, are the costs of administering the policy to be included within the capped amount or are they additional to the capped amount? |  |
| Will third parties (for example the states/territories) have a role in funding or delivering the policy?If yes, is the Australian Government contribution capped, with additional costs to be met by third parties, or is another funding formula envisaged? |  |
| Are there associated savings, offsets or expenses?If yes, please provide details. |  |
| Does the policy relate to a previous budget measure or program? If yes, which measure or program? |  |
| **Administration of policy** |
| Who will administer the policy (for example, Australian Government entity, the states, non‑government organisation, etc)? |  |
| Are there any specific administrative arrangements for the policy (for example, eligibility assessments) that need to be taken into account? |  |
| **Other analysis and supporting information***Please provide any existing analysis or supporting information that may assist in costing the proposal, including:* |
| Has the policy been costed by a third party?If yes, please provide a copy of this costing and its assumptions? |  |
| What are the estimated costs each year? Are these provided on a cash or fiscal basis?What assumptions have been made in deriving the expected financial impact? |  |
| List major data sources utilised to develop or cost the policy (for example, ABS catalogue number 3201.0). |  |
| Has any analysis of the distributional impact of the policy been undertaken? If yes, please provide a copy of this analysis or provide details, such as:* + - the expected community impact of the policy
		- the number of people affected by the policy
		- the expected take up
		- the basis for these impact assessments/assumptions
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| **NOTE:***Please note that:**The costing will be on the basis of the specifications provided in this request.**The PBO is not bound to accept assumptions provided by the requestor.*  |