



**Dundee Partnership**  
**Community Regeneration Fund**

**Grant Application**  
**2023/24**

Applicant Information	
Name of Applicant Group	Kirkton cc local management group
Activity Title	Wednesday Fun Club activity programme
Grant Requested (£)	£610

- The Physical & Environmental Improvement Fund is to provide financial assistance for community initiatives aimed at improving the local area through Capital expenditure. Capital expenditure is something of a physical nature including the acquisition, improvement or structural enhancement of an asset valued at £6,000 or more.

- The Youth Inclusion Fund is to provide financial assistance for community initiatives aimed at working with Children and Young People. Applications should be for an activity (or activities) focused on including children & young people in activities, diverting young people from an existing undesirable activity or preventing them joining in with such activity. This should reflect a need that children and young people have been consulted on.

- The Small Grants Fund is for other applications that contribute towards achievement of the Dundee City Plan / Local Community Plan, usually up to £5,000, but there may be lower local restrictions on the amount. Therefore, it is important to check with the relevant Community Worker as listed on page 8 for any local restrictions or other requirements.

This application should address needs in one of the below Wards within which the Dundee Partnership supports activity. If an activity covers more than one Ward then an application is required for each Forum, but it is essential that each application can stand on its own if agreed and that the application is not for a city-wide activity, but a local activity that is to take place in more than one Ward.

TICK THE WARD WHERE YOUR PROJECT WILL OPERATE	
Coldside	<input type="checkbox"/>
East End	<input type="checkbox"/>
Lochee	<input type="checkbox"/>
Maryfield	<input type="checkbox"/>
North East	<input type="checkbox"/>
Strathmartine	<input checked="" type="checkbox"/>

PLEASE INDICATE WHICH TYPE OF GRANT YOU ARE APPLYING FOR	
Small Grant	<input checked="" type="checkbox"/>
Physical & Environmental Improvement	<input type="checkbox"/>
Youth Inclusion	<input type="checkbox"/>

Please note that communications regarding this application will be sent to you via email unless you indicate otherwise

## Checklist for the DP Community Regeneration Fund Application Form

Before submitting your application form to the Dundee Partnership Team, please use the below checklist to ensure that your form is as fully completed as possible. Please also note that submitting an incomplete form can cause delays in processing or rejection of your application.

### Have you:

- |   |                          |
|---|--------------------------|
| Read the guidance sections of the form  | <input type="checkbox"/> |
| Fully completed the information on the front of the form  | <input type="checkbox"/> |
| Provided a response to all sections of the application form<br>(including indicating a section as 'N/A' where relevant)   | <input type="checkbox"/> |
| Checked that your budget adds up properly?  | <input type="checkbox"/> |
| Checked that your start date is after the date at which funds could be available,<br>(see page 6) and that your end date is within the financial year?          | <input type="checkbox"/> |
| Included appropriate, measurable outputs & outcomes?  | <input type="checkbox"/> |
| Provided your groups accounts, or other appropriate financial information?  | <input type="checkbox"/> |
| Sourced and attached all relevant quotes?<br>(multiple quotes are required where >£5,000 is being applied for to ensure value<br>for money is being considered) | <input type="checkbox"/> |
| Checked that the bank details or financial code are correct / complete?   | <input type="checkbox"/> |
| Signed the form and given accurate contact details?   | <input type="checkbox"/> |

## DUNDEE PARTNERSHIP FUND CRF GRANT APPLICATION

<b>Who is the grant for?</b> (Name of Applicant Group / Department)	Kirkton CC LMG -		
<b>Did you receive a Dundee Partnership grant during 2022-23?</b> (If yes, list all grants below)	<b>YES / NO</b>		
<b>Title of project funded</b>	<b>Amount granted</b>	<b>When</b>	<b>Was it fully spent?</b>
S2204	£400	July 22	Yes
SY2207	£2,450	June 22	Yes

**Please give a description of what you want this grant for -** (please limit your answer to 500 words or less)

To contribute toward the cost of various activity sessions for the Wednesday fun club , a group of adults with learning and physical disabilities and their carers who meet once per week within the kirkton community centre .

**Which City Plan / Local Community Plan Outcome(s) will it address?**

**How many people will benefit from this project?**

50

Will any specific groups benefit from this project? (male, female, age range or protected characteristic)

Wednesday fun club is a disability group

**Please say why the project is needed** (please limit your answer to 500 words or less)

, there are many activities that the group can do at their sessions that are already supported via the LMG and the staff / carers who attend , such as arts and crafts but the group would like access to more stimulating activities such as music sessions , dance, fitness, art , animal petting etc .

These specialist activities come at a cost and the group cannot afford them . any funds awarded would be used to subsidise the overall activity budget until march 2023

## DUNDEE PARTNERSHIP FUND CRF GRANT APPLICATION

**What local consultation has taken place regarding this application?**

(Please attach evidence summarising the results of any consultation)

We have consulted with the group users / carers and staff as well as the KLMG trustees who are all local to the area.

**What evidence do you hold that the local community supports this application?**

(For example, was it proposed by members of a particular group? Does it directly address need identified by community members?)

It addresses a need for members of the community identified as having disabilities , it's not so easy for them to join other existing groups as they have very complexed needs .

**How will the project / activity tackle deprivation or benefit those experiencing deprivation?**

(Refer to Section 1 of the Guidance Notes)

By providing affordable access to activities within a community setting for those on low incomes.

**For Physical & Environmental Improvements (which must be Capital worth at least £6,000 in value) the following questions must be answered:**

**Have all relevant permissions been agreed? (please state what these are)**

n/a

**How will the planned project be maintained? (please state who will be responsible for this)**

n/a

**What is the expected 'life' of the improvement? (e.g. before it will require replacement)**

n/a

**Could a plaque indicating the Community Regeneration Fund as a source be added on location for this award? (If there would be additional costs for this, please indicate this in the budget section)**

n/a

**What other sources of funding have you secured / tried to secure for this project?**

• **If none, please state why this is the case**

(Detail below, including applications that are pending or that have been turned down. We may ask for further evidence of an application for other funding)

Source of Funding (detail if this funding is for more than 1 year, if applicable)	£

## DUNDEE PARTNERSHIP FUND CRF GRANT APPLICATION

What are the costs of your activity and how much money is required? Please give specific details (expand list / use an additional sheet if required) and provide all quotes (good practice for applications for over £5,000 is to provide three quotes to ensure value for money is received, and we will require to see these where relevant).

Cost Heading	Full Costs (£)	DP Aid (£)
Eden's garden small animal session x1	£85.00	£85.00
Pottery session x 20 x £10 per head	£200.00	£200.00
Music session 1-hour x 3	£90.00	£90.00
Cake decorating session 20 x £5	£100.00	£100.00
Sound bath session £45 x 3	£135.00	£135.00
<b>Totals</b>	<b>£610.00</b>	<b>£610.00</b>

- All applicants are required to submit a copy of the group's most recent annual accounts with this application. These will be used to help determine eligibility for funding, and **WITHOUT THEM AN APPLICATION WILL NOT PROCEED**

- If reserves held are less than three months operating expenses please confirm this below
- Note that if you have already submitted your accounts within this financial year, further copies may not be needed - please check with the Dundee Partnership Team if unsure

DP team have seen the most recent copy of accounts

What other documents are you attaching to evidence the budget costs for this application? (e.g. quotes, estimates, projected income and expenditure)

Quotes for activity costs

How do you intend to monitor the project Outputs and Outcomes?

Photos and feedback from participants and carers

What is the planned start date of the event/activity?

June 2023

Please note turn around on applications is 6 - 10 weeks and funding cannot be retrospective (see section 2 of the guidance notes)

What is the planned end date of the event/activity?

March 2024

### Outputs & Outcomes

It is expected that applicants will have evidence to support performance information when completing returns on the performance against target. Consideration of this should be given when outputs and outcomes are set out.

Applicants will usually refer to one City Plan / Local Community Plan Outcome, but the opportunity is given for up to two, if required. **Please refer to section 3 of the Guidance Notes** for examples of outputs and outcomes / indicators.

**DUNDEE PARTNERSHIP FUND CRF GRANT APPLICATION**

<b>City Plan / Local Community Plan Outcome:</b>	
<b>Purpose of activity / project within this Outcome:</b>	
	<b>Target 2023-24</b>
<b>Outputs</b>	
Provide activity sessions for group	9
<b>Outcomes / Indicators:</b>	
Group members gain new experiences	20

<b>City Plan / Local Community Plan Outcome:</b>	
<b>Purpose of activity / project within this Outcome:</b>	
	<b>Target 2023-24</b>
<b>Outputs</b>	
<b>Outcomes / Indicators:</b>	

## DUNDEE PARTNERSHIP FUND CRF GRANT APPLICATION

From: "reidalison@sky.com" <reidalison@sky.com>  
To: [hazel.feilder@dundeecc.gov.uk](mailto:hazel.feilder@dundeecc.gov.uk) >  
Sent: thursday 20<sup>th</sup> april . 01:59:19 BST  
Subject: Re: Kirkton sessions

Hi Hazel, at the moment I can do hour and half for you is £85.  
Will arrange a semi circle of chairs and give each group 25 mins each xx  
Alison

On Monday, 20 april 2023 BST, Hazel Feilder <[hazel.feilder@dundeecc.gov.uk](mailto:hazel.feilder@dundeecc.gov.uk)> wrote:

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Hi yes this is definitely something we can do, Price wise £10 per painter, this included myself coming to the venue with paint and brushes etc. I then take the items away to glaze and fire in the kiln so they can be usable mugs. If you think this is something you would like to book let me know an idea of dates, times, number of painter 🍷

Thank you

Gillian Gordon  
Senior Social Care Worker  
Weavers Burn  
315 South Road  
Dundee  
DD22RT  
01332 436646

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### Invoice

Invoice No:	2023-04-19
Issue Date:	19 Apr 2023

From:  
Edwin Muirhead  
face the music  
2 Westpark Gardens  
Dundee DD2 1NY

To:  
Gillian Gordon  
Dundee City Council  
Kirkton Community Centre

Description: Music Session: 19 Apr 2023  
Duration: 1 hour  
Rate: £30.00 per hour

Due: **£30.00**

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From: Gillian Gordon <[gillian.gordon@dundeecc.gov.uk](mailto:gillian.gordon@dundeecc.gov.uk)>  
Sent: 01 May 2023 16:38

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## DUNDEE PARTNERSHIP FUND CRF GRANT APPLICATION

To: Hazel Falder <hazel.falder@dundeepity.gov.uk>; Melanie Kyam <kurkoning@gmail.com>  
Subject: Wednesday group

Hi Hazel,

Morag Simson who is going to come to our group to do a "sound bath" session. 1 session a month for 3 months. The cost is £45 a session. Morag is a Holistic wellbeing practitioner we've used her in our service before.

Thanks

Gillian