

Dundee Partnership Community Regeneration Fund

Grant Application 2024/25

Applicant Information	
Name of Applicant Group	Hilltown Community Centre Management Group
Activity Title	Integrated Family Activities
Grant Requested (£)	458.80

- 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

PLEASE INDICATE WHICH TYPE OF GRANT YOU ARE APPLYING FOR
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Coldside	Small Grant Y
East End	Physical & Environmental Improvement
Lochee	Youth Inclusion
Maryfield	
North East	
Strathmartine	Please note that communications regarding this application will be sent to you via email unless you indicate otherwise. All communication for this application should be made to dundee.partnership@dundeecity.gov.uk

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 (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, (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?

(multiple quotes are required where >£5,000 is being applied for to ensure value for money is being considered)

Checked that the bank details or financial code are correct / complete?

Signed the form, given accurate contact details and ticked the GDPR box?

Who is the grant for? (Name of Applicant Group / Department)	Hilltown Community Centre Management Group		
Did you receive a Dundee Partnership grant during 2023-24? (If yes, list all grants below)			YES
Title of project funded	Amount granted	When	Was it fully spent?
Entrance & cafe furniture and events materials	874.41	March 2024	Yes

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

To provide local, free summer family activities as a partnership piece of work between Hilltown Management Group, ESOL and Community Empowerment Team. The activities will take place at Hilltown Centre supported by the Empowerment Team on Tuesdays for 5 weeks during summer holidays at the usual time of the current cooking class. ESOL will provide weekly family cooking sessions, including resources needed, open to all. We will apply to Dundee Bairns for food to allow a choice of meal options for those attending and to act as a food source for children during the holidays. We hope to provide craft packs for families to use, story sessions,

interactive magician sessions, physical play sessions supported by Leisure & Culture and music sessions paid for and provided by us. We also hope to have Childsmile along to engage with families about oral health and the garden group at the centre will contribute an option for a garden activity, weather permitting. Families will be targeted through school and family development workers and head teachers as well as the Humanitarian Team.

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

Improve support for residents living in Coldside.
Improve life for children and families in Coldside.

How many people will benefit from this project?

60+

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

Families – those from marginalised groups targeted through schools and those with different cultural backgrounds and less likely to integrate into the community in other ways.

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

Those learning english as a second language currently access Hilltown Community Centre to cook together and learn english weekly during term time. During holidays participants have children with them but there is currently nothing to accommodate the whole family. Community Empowerment Team have been engaging with the group in the hope to support them along to other local activities out with their own weekly session and encourage new connections within the community. We know that the Coldside area has previously seen very successful summer family provisions that families have benefitted from however these have been difficult to deliver more recently due to reduced worker capacity and resources. These can make a significant difference for those experiencing financial hardship and/or inequalities. Our volunteers hope to deliver these activities in partnership with workers as a way of bringing people from different backgrounds and cultures together to engage in family

play and learning whilst allowing a holiday provision for those who may not be able to afford or access alternatives during the holidays. We also hope to strengthen and make new connections with those learning english by offering new opportunities for community cohesion in a safe and familiar setting.

What local consultation has taken place regarding this application?

(Please attach evidence summarising the results of any consultation)

Discussions with school and family development workers tell us that they are supporting several families who are in need in different ways and often struggle for basics such as food.

Discussions with ESOL workers demonstrated a need for a family holiday provision for those who access term time adult learning offers.

A recent free DRYve night we held proved very popular with the community and saw over 60 people attend. There was a mixed attendance with people from Nigerian, Polish and Ukranian backgrounds as well as parents and children from local schools. Feedback was that they would like more local events and that the food was a much needed and welcome element.

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?)

Conversations with workers who support local people who are marginalised indicated identified needs mentioned above.

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

(Refer to Section 1 of the Guidance Notes)

It will provide a weekly free opportunity for families to engage in fun learning activities in a local setting removing financial barriers.

It will allow an opportunity for families to engage with workers and health professionals in a familiar setting to raise awareness of health support and services. It will allow links to be made across the community groups present.

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)

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

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

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)

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)	£
We will apply to Dundee Bairns for additional food for lunches. We already have funding from Awards for All specifically for music tuition which will cover costs of children's music as part of this programme.	

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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 (£)
STORYTELLER £50 X2 SESSIONS	100	100
FAMILY ART £80 X1 SESSION	80	80
MAGICIAN £50 X2 SESSIONS	100	100
CRAFT PACK RESOURCES	178.80	178.80
Totals	458.80	458.80

- **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

What other documents are you attaching to evidence the budget costs for this application? (e.g. quotes, estimates, projected income and expenditure)
 Previous invoices from magician and storyteller/craft tutor.
 Prices for craft pack resources.
 Accounts information.

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

Feedback from families attending.
 Feedback from workers supporting people to attend.
 Feedback from workers and volunteers delivering the sessions.
 Photos/observations.
 Numbers attending.

What is the planned start date of the event/activity? Please note turn around on applications is 6 - 10 weeks and funding cannot be retrospective (<i>see section 2 of the guidance notes</i>)	9 th July 2024
What is the planned end date of the event/activity?	6 th August 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.

City Plan / Local Community Plan Outcome: Improve support for residents living in Coldside.	
Purpose of activity / project within this Outcome: Providing face to face contact with local workers/services, an opportunity for accessing meaningful activities and opportunity for making social connections.	
	Target 2024-25
Outputs:	
Free family activity sessions	5

Outcomes / Indicators:	
Increased cohesion/integration across community groups.	July 2024
Increased access to activities/learning opportunities.	July 2024

City Plan / Local Community Plan Outcome: Improve life for children and families in Coldsides.

Purpose of activity / project within this Outcome: Providing families with opportunities for learning or gaining knowledge and support that will improve family life and life-chances of children and young people.

	Target 2024-25
Outputs	
Free family activity sessions	5
Outcomes / Indicators:	
Increased awareness of activities and support available locally.	July 2024
Increased opportunities for engagement with local residents.	July 2024