

For official use only:

Ref: NE2412

Dundee Partnership **Community Regeneration Fund**

Grant Application **2024/25**

Applicant Information	
Name of Applicant Group	Finmill Centre Local Management Group
Activity Title	60 th Celebrations
Grant Requested (£)	£1649.47

- 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

Coldside	Small GrantX
East End	Physical & Environmental Improvement
Lochee	Youth Inclusion
Maryfield	
North EastX	
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)	Finmill Centre Local Management Group		
Did you receive a Dundee Partnership grant during 2023-24? (If yes, list all grants below)			YES / NO
Title of project funded	Amount granted	When	Was it fully spent?
5-9's Children's Club	£6212	April 23	No
Fintry Galaday	£2622	July 23	Yes
Karate Equipment	£877	June 23	Yes
Xmas Decorati9ns	£579	Dec 23	Yes

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

The Finmill Centre is 60 years old this year and the management group wish to celebrate this in several ways.

We are planning on having free activities for the whole community throughout the 6 weeks of the school summer holidays ending with a full days celebration.

We are planning on free workshops hosted by groups that already meet in the centre including, dance, karate, crafts, music and games. We would also like to have 2 family trips out to the Deer centre and Charleston fruit farm.

The full day celebration would include a DJ providing music through the decades, free activities all day and displays of photographs and stories/memories from the

community. We are hoping to have games that people used to play (before digital took over) and hope to include skipping, hopscotch etc.
Refreshments would be available at all events.

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

Increase the amount of social, leisure and physical activities available locally to improve health and wellbeing and reduce isolation

How many people will benefit from this project?

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

Whole community

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

It's needed to celebrate a milestone in our community centre and to bring people together to celebrate what we do, remember the past and look forward to the future.

What local consultation has taken place regarding this application?

(Please attach evidence summarising the results of any consultation)

We have been engaging with community members who have been lending photos, sharing stories and are excited about the plans to celebrate the community centre.

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 was proposed by the management group however as stated above, lots of community members and ex staff from the centre have been sharing and are keen to get involved with the organisation of events.

How will the project / activity tackle deprivation or benefit those experiencing deprivation?
(Refer to Section 1 of the Guidance Notes)

We are planning that the whole project will be completely free so every member of the community can be included if they wish to attend.

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)

Yes

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)	£
Finmill Centre LMG As detailed below in costings, the LMG will also cover any publicity costs.	£432.06

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 (£)
Bus to Deer Farm (35 seater)	£375.00	£375.00
Entry Fees for Deer Farm x 35 (inc discount)	£200.00	£200.00
Bus to Charleton Fruit Farm (35 seater)	£325.00	£325.00
Projector	£129.98	£129.98
Projector Screen	£70.99	£70.99
Craft accessories	£162.00	£162.00
Tea, coffee, sugar, sweeteners, milk, juice, biscuits	£104.82	£00.00
Old style sweets	£156.28	£00.00
Disposable cups, glasses, plates,	£117.31	£117.31
Non alcoholic bubbly x 24	£64.00	£00.00
RA cover for full day celebration (£29.91/hr x 9hrs)	£269.19	£269.19
Cleaner costs (£17.34/hr x 5hrs)	£106.96	£00.00
Totals	£2081.53	£1649.47

- **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)

All prices attached.

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

Anecdotal evidence during all events.

Photos

Survey to include what people enjoyed from free taster sessions and what they would like to see in the centre in the future.

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>)	1/07/24
What is the planned end date of the event/activity?	31/08/24

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:

Increase the amount of social, leisure and physical activities available locally to improve health and wellbeing and reduce isolation

Purpose of activity / project within this Outcome:

Provide Celebratory Activities for the 60 th Anniversary of Finmill (previously Fintry) Centre and provide opportunities for the local community to come together in local activities, build community spirit and reduce isolation.	
	Target 2024-25
Outputs	
Organise and implement 2x trips for local people	2
Purchase one Projector, screen and disco lights	1
Offer at least 6x free taster activity sessions for local people	6
Provide 1x day of celebration	1
Engage with 100 local people	100
Outcomes / Indicators:	
Local people have more information about activities and support services existing in the centre and the surrounding area.	
Local people have a voice in what they would like to have access to in the centre.	
Local people build new relationships and develop better support networks through attending the community centre activities.	

City Plan / Local Community Plan Outcome:	
Purpose of activity / project within this Outcome:	
	Target 2024-25
Outputs	
Outcomes / Indicators:	