

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

## **Grant Application** **2024/25**

<b>Applicant Information</b>	
<b>Name of Applicant Group</b>	St Mary's CC LMG
<b>Activity Title</b>	Community Cafes
<b>Grant Requested (£)</b>	£1600

- 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 East	
StrathmartineX	

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](mailto: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
- Fully completed the information on the front of the form
- Provided a response to all sections of the application form (including indicating a section as 'N/A' where relevant)
- Checked that your budget adds up properly?
- 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?
- Included appropriate, measurable outputs & outcomes?
- Provided your groups accounts, or other appropriate financial information?

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?

<b>Who is the grant for?</b> (Name of Applicant Group / Department)	Produce for community cafes		
<b>Did you receive a Dundee Partnership grant during 2023-24?</b> (If yes, list all grants below)			<b>YES</b>
<b>Title of project funded</b>	<b>Amount granted</b>	<b>When</b>	<b>Was it fully spent?</b>
SY2301 Children's Work	£7099	Apr 23	Yes
S2314 Holiday Programme	£1370	Jun 23	Yes
S2316 Music Tuition	£2570	Jul 23	Yes
S2322 Fire Doors	£1118	Dec 23	Yes

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

To purchase food items and produce for the two weekly community cafés operating from the community centre.

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<p><b>Which City Plan / Local Community Plan Outcome(s) will it address?</b></p> <p>Strathmartine Community Plan: Respond to the cost of living crisis.</p>
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<b>How many people will benefit from this project?</b>	100
Will any specific groups benefit from this project? (male, female, age range or protected characteristic) No	

<p><b>Please say why the project is needed (please limit your answer to 500 words or less)</b></p> <p>The centre has established two hot food provisions that are aimed at bringing the community together while having a free hot meal and the opportunity to get support from workers from health, benefits and addictions backgrounds. The cafes are well attended by a broad range of people and families across the area. Many of these have had support from DCC Connect Team worker and/or health advice form NHS Community Nurse. In addition, there are some people using the café that have addiction issues and they have been able to speak with workers from projects that support people with substance use backgrounds. The funding, if received, would allow the cafes to continue and enable the development of additional support services to run alongside the lunchtime café as a worker from Access to Industry project is looking to start a SMART recovery group in partnership with the LMG at same time as the café.</p>
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**What local consultation has taken place regarding this application?**  
(Please attach evidence summarising the results of any consultation)

Discussions with users of the cafes and the volunteers has stated a need for the opportunity to have some where in the local community that offers a free meal and chance to speak to other people from their community.

**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?)

Users of the community cafes have stated they appreciate the chance of eating out with friends and family members that does not impact on their limited finances.

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

The cafes are open to everyone and they can all eat for free. However, there is a donation jar that people can contribute to if they wish. These donations are then used to purchase produce for later weeks at the café.

**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)	£
Arnold Clark Foundation	500.00
Weekly donations @ £10 per week	300.00

**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 (£)
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30 weeks @ £80 per week	2400	1600
<b>Totals</b>	2400	1600

<ul style="list-style-type: none"> <li>• <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</b></li> <li>• <b>If reserves held are less than three months operating expenses please confirm this below</b> 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</li> </ul>
<p><b>What other documents are you attaching to evidence the budget costs for this application?</b> (e.g. quotes, estimates, projected income and expenditure) Receipts of current weekly produce costs. Accounts shared with previous application.</p>

<p><b>How do you intend to monitor the project Outputs and Outcomes?</b></p> <p>Weekly attendance at cafes. Feedback from café users</p>
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<p><b>What is the planned start date of the event/activity?</b> Please note turn around on applications is 6 - 10 weeks and funding cannot be retrospective (see section 2 of the guidance notes)</p>	16 <sup>th</sup> August 2024
<p><b>What is the planned end date of the event/activity?</b></p>	31 <sup>st</sup> March 2025

## 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.

<b>City Plan / Local Community Plan Outcome:</b> Strathmartine Community Plan: Respond to the cost of living crisis.	
<b>Purpose of activity / project within this Outcome:</b>	
	<b>Target 2024-25</b>
Outputs	
60 café sessions	60
Outcomes / Indicators:	
100 people attend	100

<b>City Plan / Local Community Plan Outcome:</b>	
<b>Purpose of activity / project within this Outcome:</b>	
	<b>Target 2024-25</b>
Outputs	



Outcomes / Indicators:	