



For official use only:

Ref: EE2410

**Dundee Partnership**  
**Community Regeneration Fund**  
**Grant Application**  
**2024/25**

Applicant Information	
<b>Name of Applicant Group</b>	DOUGLAS COMMUNITY MANAGMENT GROUP LMG
<b>Activity Title</b>	FAMILY TRIP
<b>Grant Requested (£)</b>	£550.00
<p>- The Physical &amp; 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.</p> <p>- 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 &amp; 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.</p> <p>- 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.</p>	
<p>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 <u>each</u> Forum, but it is essential that each application can stand on its own if agreed and that the application is <u>not</u> for a city-wide activity, but a local activity that is to take place in more than one Ward.</p>	

TICK THE WARD WHERE YOUR PROJECT WILL OPERATE	PLEASE INDICATE WHICH TYPE OF GRANT YOU ARE APPLYING FOR
Coldside	Small Grant X

East End	X	Physical & Environmental Improvement
Lochee		Youth Inclusion
Maryfield		
North East		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 <a href="mailto:dundee.partnership@dundeecity.gov.uk">dundee.partnership@dundeecity.gov.uk</a>
Strathmartine		

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

<b>Who is the grant for?</b> (Name of Applicant Group / Department)	DOUGLAS LMG		
<b>Did you receive a Dundee Partnership grant during 2023-24? (If yes, list all grants below)</b>			<b>YES / NO</b>
<b>Title of project funded</b>	<b>Amount granted</b>	<b>When</b>	<b>Was it fully spent?</b>
DOUGLAS LOUNGE REFURB			
UNDER 10'S CHILDREN WORK			

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

To organise and deliver a trip to Five Sister Zoo

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

East End Community Plan

We need local oppurtunities to be involved in learning, social and physical activities which promote wellbeing

We need to improve life chances for children and families

<b>How many people will benefit from this project?</b>	70
Will any specific groups benefit from this project? (male, female, age range or protected characteristic)	

The provision is aimed to Parents/Adults and children with 70 people benefiting

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

Residents living on low income do not have the resources and means to take their children out of the area and enjoy family time together. Families will be asked to cover entry fee but upon speaking to Five Sister Zoo discounts would be given as group booking. The stress of living on a low income has a negative factor on families and enjoying social time is not always possible when you are spending so much time surviving day to day.

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

(Please attach evidence summarising the results of any consultation)

During all previous family trips and our weekly cafe people were asked what they would like to see in the community. A high proportion said they would like more activities and events for the whole family.

**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?)

We carried out evaluation forms after each trip and have done some consultation within the centre more family activities rated very highly and family trips always seen as a priority.

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

Many members of the community have reported that they struggle to support their families. This might be to access learning services, physical activities and travel costs that would be involved in a family day out. A number of local residents also access local food provision to support their families.

The project aims to tackle deprivation by supporting families with covering the cost of travel for a family day out. It aims to help families enjoy a shared positive learning experience together, to make happy memories and raise expectations

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

na

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

na

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

na

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

na

**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)

na

**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)	£

**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 (£)
70 seater coach hire Jp Mni Coaches	£550.00	£550.00
<b>Totals</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

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

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

The project will be monitored by evaluations and photographs

**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 (*see section 2 of the guidance notes*)

October 2024

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

october 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.

<b>City Plan / Local Community Plan Outcome:</b>	
<b>Purpose of activity / project within this Outcome:</b>	
	<b>Target 2024-25</b>
Outputs	
number of people attending the provision	70
1x family trip	1
Outcomes / Indicators:	
families feel more connected and confident	50 users
attendance records and feedback forms	30

<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:	