

For official use only:

Ref: C2406

Dundee Partnership **Community Regeneration Fund**

Grant Application **2024/25**

Applicant Information	
Name of Applicant Group	Coldside Community Forum
Activity Title	Coldside Connections Newsletter
Grant Requested (£)	£4373.60

- 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	
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"/> |

N/A

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)	Coldside Community Forum		
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?
Coldside Connections Newsletter	4752	March 23	yes
Coldside Newsletter	1155	Nov 23	Yes
Coldside Lamp post lights	3840	Nov 23	Yes
Installation of living Christmas tree	6773	Nov 23	Yes
Cafe trolleys	597	Feb 24	Yes

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

We are applying for this money to allow us to publish 2 editions of Coldside Connections newsletter. The grant will allow us to have it distributed across a sizeable portion of the Ward. If successful it will allow us to build upon the success of our previous editions. The newsletter provides a vital interesting means of communication through the Ward. We also hope to target new build houses in the ward to support successful integration of new tenants who are unlikely to know about local provisions.

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<p>Which City Plan / Local Community Plan Outcome(s) will it address?</p> <p>This application contributes to the communication and information theme in the Coldside Locality Community Plan.</p>
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How many people will benefit from this project?	10000
<p>Will any specific groups benefit from this project? (male, female, age range or protected characteristic)</p> <p>The whole Ward will benefit as the newsletters will be delivered through doors and will be in key information hubs in the ward.</p>	

<p>Please say why the project is needed (please limit your answer to 500 words or less)</p> <p>This will allow groups and organisations working across Coldside the opportunity to promote upcoming projects and plans for the coming months and allow a sizeable portion of our community to be made aware of the work ongoing across the ward. The need for good communication is something that is brought up at most community</p>

meetings and at consultation events held within Coldside. The newsletter will also act as part of a targeted approach for awareness-raising amongst those who have recently moved into the area.

What local consultation has taken place regarding this application?

(Please attach evidence summarising the results of any consultation)

This was discussed by local people and partners who attend the cost of living network meetings and endeavour to work on ensuring that the community is better-informed about sources of support, activities and services available, particularly during the current financial crisis to help alleviate the effects.

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?)

Discussions regularly take place at Coldside Community Forum, Communication Group, Cost of Living Network and LCPP meetings about the need for more adequate information distribution and for this to be done regularly in a timelier manner.

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

(Refer to Section 1 of the Guidance Notes)

By providing information to local residents on what is happening in Coldside to help tackle the effects of the current cost of living crisis e.g. low-cost food provision, benefit advice, what is available for specific groups such as young and older people across the ward. This way, residents can access the support they require to help build their capacity to cope with the cost-of-living crisis.

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)

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)	£
None at the moment although we are hoping to ask for sponsorship.	

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 (£)
Printing of 5000 x 2 copies of Newsletters @ £1150 each	2300	2300
Delivery of 4800 copies x 2 of Newsletters @ 1036.80	2073.60	2073.60
Totals	4373.60	4373.60

- **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

Included with the application.

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

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

We had three editions of the Coldside Connections where we received excellent feedback from groups and residents. These have had detailed information of what is on in the Coldside Ward. We will again monitor how people who attend activities in Coldside found out about the activity.

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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)	July 2024
What is the planned end date of the event/activity?	Winter 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: This application aligns with the actions of the information and communication theme in the Locality Community Plan.	
Purpose of activity / project within this Outcome: Produce and distribute two editions of the Coldside Connections community newsletter and share relevant information in the community	
	Target 2024-25
Outputs	
2 editions of Newsletters printed and delivered in Coldside	10000
Outcomes / Indicators:	
Increase awareness of local activities, services and projects	

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