

Dundee Partnership Community Regeneration Fund

Grant Application 2024/25

| Applicant Information | |
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| Name of Applicant Group | Douglas Festival Group |
| Activity Title | Douglas Festival 24 |
| Grant Requested (£) | £4000 |

- 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.

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| TICK THE WARD WHERE YOUR PROJECT WILL OPERATE |
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| PLEASE INDICATE WHICH TYPE OF GRANT YOU ARE APPLYING FOR |
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| Coldside | Small Grant | x |
| East Endx | 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
- 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?

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| Who is the grant for? (Name of Applicant Group / Department) | Douglas Festival 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? |
| Douglas Festival 23 | £2584 | June 23 | Yes |
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Please give a description of what you want this grant for - (please limit your answer to 500 words or less)

To contribute towards the overall costs of the Douglas Festival event in June 2024. The grant would cover the cost of the rides as the ride costs are more expensive this year due to the feedback we received last year stating that there was not a lot for older children so our rides this year cater for the whole family.

All other costs i.e. Insurance, first aid cover, van hire, face painters, PA system/DJ, Arts & craft materials and other activities etc will be picked up by the group.

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| <p>Which City Plan / Local Community Plan Outcome(s) will it address?</p> <p>Building Stronger Communities – Improve access to healthy green and open spaces</p> |
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| <p>How many people will benefit from this project?</p> | 400+ |
| <p>Will any specific groups benefit from this project? (male, female, age range or protected characteristic) It is hard to gauge how many people will attend on the day but we estimate approx. 400+. Extensive leafletting and promotion will happen on the run up to the event.</p> <p>Local groups/ projects will also benefit by promoting their project and hopefully have an increased attendance at other initiatives as a result of attending the festival.</p> <p>Low income local families are our target or this event.</p> | |

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| <p>Please say why the project is needed (please limit your answer to 500 words or less)</p> <p>The Douglas Festival is a local affordable community event held annually within the East End area. This event is the only of its kind to happen in the area over the summer.</p> <p>The event allows projects, facilities and groups the opportunities to raise awareness of the services they provide and encourage new users and volunteering.</p> <p>It also creates a family/community event where local people can access a local green space and fun activities at a reduced and affordable cost.</p> <p>The event will raise community spirit, provide an affordable community event that everyone can access and help promote local facilities and projects.</p> <p>All funds raised from the Festival go back in to support future event costs.</p> |
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What local consultation has taken place regarding this application?

(Please attach evidence summarising the results of any consultation)

Feedback collected from last year's festival and in-depth discussions within the festival association, all of whom are local residents.

Each year an evaluation meeting is held after the event to go over the feedback to find out what people want for the following year, to find out what can be done better and to produce a report.

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?)

The festival group ask both participants and stall holders to complete questionnaires to find out what they want for future events and use this as a guide when planning the following years event. The feedback we receive every year from the local community is very positive and they fully support what we are doing.

It is also evident that the local community support this application as already 18 local groups/projects have expressed an interest in attending and taking a table to promote their group or current initiative. This shows the desire by local groups/projects and people to hold an event that brings the whole community together.

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

(Refer to Section 1 of the Guidance Notes)

We will provide many activities free of charge but the funding will allow the festival committee to subsidise the cost of the carnival rides provided and allow them to keep the ride fee to a minimum affordable amount. Making the event affordable regardless of the family income and therefore removing any barriers relating to income.

The more vulnerable families will be identified by local workers to access tickets free of charge.

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)

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) | £ |
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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 (£) |
|------------------|----------------|------------|
| Carnival Rides | £4000 | £4000 |
| First Aid | £187.20 | 0 |
| Face painters x2 | £75 | 0 |

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| Totals | £4262.20 | £4000 |

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| <ul style="list-style-type: none"> • 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 <p>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</p> |
| <p>What other documents are you attaching to evidence the budget costs for this application? (e.g. quotes, estimates, projected income and expenditure)</p> <p>Quotes for costs</p> |

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| <p>How do you intend to monitor the project Outputs and Outcomes?</p> <p>Attendance numbers and feedback gathered from participants and stall holders on the day with the use of a questionnaire.</p> |
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| <p>What is the planned start date of the event/activity?</p> <p>Please note turn around on applications is 6 - 10 weeks and funding cannot be retrospective (see section 2 of the guidance notes)</p> | <p>30/06/24</p> |
| <p>What is the planned end date of the event/activity?</p> | |

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| | 30/06/24 |
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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.

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| City Plan / Local Community Plan Outcome: Building Stronger Communities | |
| Purpose of activity / project within this Outcome: Improve access to healthy green and open spaces. | |
| | Target 2024-25 |
| Outputs | |
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| Promote community Spirit within the area and increase community involvement | 400 people to attend |
| Improve information and access to local services | 12 local groups to attend |
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| Outcomes / Indicators: | |
| Local residents will be more informed and have access to affordable activities | |
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