

For official use only:

Ref: L2410

Dundee Partnership **Community Regeneration Fund**

Grant Application **2024/25**

Applicant Information	
Name of Applicant Group	Charleston Neighbourhood Centre
Activity Title	Laughter Club
Grant Requested (£)	1350

- 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
LocheeX	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"/>

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)	Charleston Laughter Club		
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?
Women's & Advanced Group	£1243.41	March 23	No
Storage Enhancement	£825	Dec 23	Yes
Winter Grant	£2500	Dec 23	Yes
Fruit & Veg	£1748	Aug 23	Yes
COL Grant	£118.05	Mar 23	No
COL Grant	£200	Mar 23	Yes

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

Snacks and activities for the Laughter Club. There are 22 children in the Children's Club and 6 parents/carers and 8 children in the family club.

Children arrive at the club at 3:15pm, get a snack and fun and games. The session ends at 4:45pm. Some children stay and are joined by their parents and siblings for the family group, which ends at 5:45pm.

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

Family Activities.

How many people will benefit from this project?	36
Will any specific groups benefit from this project? (male, female, age range or protected characteristic)	
Most vulnerable families in the community.	

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

This project addresses many issues affecting local families and children. It provides fun time with peers, and snack after school. Access to toy and clothing bank is given. Support is available through paid staff and volunteers, for any further support required. Many children attending the groups are very vulnerable, and many come from chaotic homes. Charleston area has many New Scots families, and these groups provide an inclusive environment, allowing integration and socialisation in the community. Parents/Carers can access information and support on a variety of issues and can be signposted when necessary.

What local consultation has taken place regarding this application?

(Please attach evidence summarising the results of any consultation)

This group has run successfully for a number of years, and the feedback is always positive, with parents and children commenting on how valuable it is.

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?)

As above.

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

(Refer to Section 1 of the Guidance Notes)

Toy and clothing bank
Snacks provided
Support and information provided
Links to other support and services provided
Trips and activities provided

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)

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)	£
None	

<p>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 <u>all</u> 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).</p>		
Cost Heading	Full Costs (£)	DP Aid (£)
Snacks and Resources £30 per week x 45 weeks	1350	1350
Totals	1350	1350

<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>Snack & Resources Quotes</p>

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

Group Attendance
Child & Parent feedback
Worker Feedback

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)	6/6/2024
What is the planned end date of the event/activity?	31/3/2024

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.

City Plan / Local Community Plan Outcome: Improve Life Chances for Children and Families	
Purpose of activity / project within this Outcome: Children and Family food and activities	
	Target 2024-25
Outputs	
Sessions of Children's Club provided	45
Sessions of Families' club provided	45

Outcomes / Indicators:	
Numbers Attending Children’s Club	22
Numbers Attending Families’ Club	14

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