



For official use only:
Ref: _____

Logged
Scanned

Dundee Partnership Community Regeneration Fund

Grant Application 2023/24

Applicant Information	
Name of Applicant Group	Community Health Team
Activity Title	Community Cooking Group
Grant Requested (£)	£150

- 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	
Coldside	<input type="checkbox"/>
East End	<input type="checkbox"/>
Lochee	<input type="checkbox"/>
Maryfield	<input type="checkbox"/>
North East	<input type="checkbox"/>
Strathmartine	X <input type="checkbox"/>

PLEASE INDICATE WHICH TYPE OF GRANT YOU ARE APPLYING FOR	
Small Grant	X <input type="checkbox"/>
Physical & Environmental Improvement	<input type="checkbox"/>
Youth Inclusion	<input type="checkbox"/>

Please note that communications regarding this application will be sent to you via email unless you indicate otherwise

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) | <input type="checkbox"/> |
| Checked that the bank details or financial code are correct / complete? | <input type="checkbox"/> |
| Signed the form and given accurate contact details? | <input type="checkbox"/> |

DUNDEE PARTNERSHIP FUND CRF GRANT APPLICATION

Who is the grant for? (Name of Applicant Group / Department)	Community Health Team- Strathmartine		
Did you receive a Dundee Partnership grant during 2022-23? (If yes, list all grants below)			/ NO
Title of project funded	Amount granted	When	Was it fully spent?

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

To provide a basic cooking skills course to local people in the Ardler area

This course aims to teach people basic cooking skills using cheap ingredients

It will allow people to learn new cooking skills and cheap recipes. This will be beneficial as many people in the area have said that they are struggling to eat healthy meals due to a lack of cooking skills and the cost of living crisis restricting items that they can purchase. This course will demonstrate healthy meals that can be cooked on a budget.

The course will also allow local people in the community to meet new people/ build new relationships.

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

Strathmartine- 'We need to respond to the cost of living crisis'.

Why? 'Results from engage Dundee, Discussions from community collectives, Response to the cost of living crisis and Covid-19 Pandemic, SIMD Data.

What we will do? 'Establish a network of community support hubs in Ardler, St Marys and Kirkton'.

Community Priority 'Cost of Living children and families and health and wellbeing'.

DUNDEE PARTNERSHIP FUND CRF GRANT APPLICATION

--

How many people will benefit from this project?	12
Will any specific groups benefit from this project? (male, female, age range or protected characteristic)	
This group will be run directly within the SIMD area of Ardler, providing local men and woman with access to a free cooking class, allowing them to gain cooking skills and knowledge of cheap healthy recipes.	

Please say why the project is needed (please limit your answer to 500 words or less)
This cooking course is needed as many people in the area have feedback that they are struggling to cook healthy meals ay home due to the cost of living crisis.
Local people have also said that they are unsure of what to make with some of the food that they are provided with when accessing the local food larder.
This course aims to teach people basic cooking skills and gain knowledge of budget healthy recipes to allow them to eat healthy at home.
This course will also allow people who are isolated in the area to build relationships with staff and other local people who will attend the course.

What local consultation has taken place regarding this application? (Please attach evidence summarising the results of any consultation)
The Community Health Worker has liaised and discussed this with local people who feel that they would benefit from attending a cooking course. This course has also been discussed with local people are part of the Local Management Group who agree that this course would be beneficial.

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 Ardler Local Management Group have fully support and encourage this group
Through discussions with local people to find out what they feel is needed in the community to help benefit their health and wellbeing. Many people have said that they would benefit from a cooking course.

DUNDEE PARTNERSHIP FUND CRF GRANT APPLICATION

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

This cooking course will help to tackle deprivation as it will provide local people with skills and knowledge to make cheap and healthy meals at home.

This cooking course will also be free of charge, refreshments, food and recipes will be provided each week.

This course will provide local people with a new healthy recipe to take home and each week.

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)

Yes, Venue hire agreed

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

Ria Rooney, community Health Worker (Strathmartine)

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

Short term (2X 5 week courses)

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)	£

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).

DUNDEE PARTNERSHIP FUND CRF GRANT APPLICATION

Cost Heading	Full Costs (£)	DP Aid (£)
Venue Hire	£150	
Totals	£150	

- **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)

Conformation of venue hire costs

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

- Weekly register of attendees
- Feedback from participants
- Report via Community Health Worker upon completion of course
- Evaluations

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 (<i>see section 2 of the guidance notes</i>)	Week commencing 12 th June 2023
What is the planned end date of the event/activity?	Circa week commencing 21 st August 2023

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.

DUNDEE PARTNERSHIP FUND CRF GRANT APPLICATION

City Plan / Local Community Plan Outcome: We need to respond to the cost of living crisis	
Purpose of activity / project within this Outcome: To provide local people with basic cooking skills and knowledge to allow people who are struggling due to the cost of living crisis to cook healthy meals at home	
	Target 2023-24
Outputs	
Providing basic cooking skills and knowledge to allow local people to cook healthy meals at home	
Outcomes / Indicators:	
People will gain skills and knowledge that will allow them make healthy meals at home therefore benefiting their health and wellbeing.	

City Plan / Local Community Plan Outcome:	
Purpose of activity / project within this Outcome:	
	Target 2023-24
Outputs	
Outcomes / Indicators:	