

Ref: L2620

Dundee Partnership
Community Regeneration Fund

Grant Application
2026/27

Applicant Information	
Name of Applicant Group	Charleston Matters
Activity Title	Halloween Party
Grant Requested (£)	£517

- 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	Youth Inclusion 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
Lochee	
Maryfield	
North East	
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	☒
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?

x

(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?

x

Signed the form, given accurate contact details and ticked the GDPR box?

x

Who is the grant for? (Name of Applicant Group / Department)	Charleston Matters		
Did you receive a Dundee Partnership grant during 2025-26? (If yes, list all grants below)			YES / 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)

Charleston Matters will deliver a community-based Family Halloween Party for local children, young people and their families. The event will provide a safe, inclusive and affordable opportunity for families to celebrate Halloween together through a range of

activities, including games, themed entertainment, music, refreshments and a fancy-dress competition.

The party will be open to families living in Charleston and surrounding areas, with a particular focus on supporting those experiencing financial hardship who may be unable to access more expensive seasonal events, as the cost will be minimal to families, which will allow us to raise funds towards a Christmas event. The event will bring people together, reduce social isolation, and create positive opportunities for families to spend time together in a welcoming community setting.

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

The Family Halloween Party will support Dundee City Plan priorities to reduce inequalities, improve wellbeing and build strong communities where people feel safe, connected and proud to live. Locally, it will contribute to Lochee Community Plan priorities by increasing community participation, reducing social isolation, promoting positive family activities and strengthening community spirit within Charleston.

How many people will benefit from this project?	80
Will any specific groups benefit from this project? (male, female, age range or protected characteristic)	
families in the local community	

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

The Family Halloween Party is needed to provide a low cost, accessible and inclusive activity for local children, young people and families at a time when many households are experiencing financial pressures. Seasonal events can be costly, creating barriers for families on low incomes and limiting opportunities for children to participate in community activities.

The project will offer a safe and welcoming environment where families can come together, have fun and build positive relationships within their community. It will help reduce social isolation, improve wellbeing and create opportunities for families to connect with neighbours and local organisations.

In Charleston, there is an ongoing need for affordable community-based activities that bring residents together and strengthen community spirit. The Family Halloween Party will promote inclusion, encourage community participation and help families create positive memories, while fostering a greater sense of belonging and pride in the local area. It will also provide opportunities for local volunteers to become involved, helping to build community capacity and resilience.

What local consultation has taken place regarding this application?

(Please attach evidence summarising the results of any consultation)

Local groups have been consulted. The Halloween party is an annual event in the centre and Charleston Matters have decided to run it this year.

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 an annual event, this is heavily supported by the whole community.

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

The Family Halloween Party will help tackle deprivation by removing financial barriers and providing a free, high-quality activity for local children, young people and families. Many households in Charleston continue to experience the effects of poverty and the rising cost of living, meaning that paid events and family outings are often out of reach. By offering activities, entertainment and refreshments, the party ensures that all families can participate regardless of income.

The event will provide opportunities for children and families to take part in positive social and recreational activities, supporting emotional wellbeing and reducing the effects of social isolation. It will bring residents together in a safe and welcoming environment, helping to strengthen community connections and increase a sense of belonging.

By creating opportunities for families to access enjoyable experiences locally, the project will help reduce inequalities in participation, improve wellbeing and promote inclusion. The event will also encourage volunteering and community involvement, helping to build community capacity and resilience within Charleston.

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	0

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 (£)
Buffet from Charleston Cosy Café	240	240
DJ	100	100
Party Bags, Fillers, Tableware	76.61	76.61
Face Painter	100	100
Totals	516.61	516.61

- **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**

- See additional detail on reserves in the Guidance section 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)

Quotes for resources

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

Parents Feedback

Numbers attending

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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 (<i>see section 2 of the guidance notes</i>)	Friday 30 th October 2026
What is the planned end date of the event/activity?	Friday 30 th October 2026

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:	
Purpose of activity / project within this Outcome:	
	Target 2026-27
Outputs	80 people
Outcomes / Indicators:	80 people

City Plan / Local Community Plan Outcome:
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Purpose of activity / project within this Outcome:	
	Target 2026-27
Outputs	80 people
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