

## Dundee Partnership Community Regeneration Fund

### Grant Application 2023/24

Applicant Information	
Name of Applicant Group	Menzieshill Community Centre - Local Management Group
Activity Title	Summer Family Fun Days
Grant Requested (£)	£2,800

- 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 checked="" type="checkbox"/>
Maryfield	<input type="checkbox"/>
North East	<input type="checkbox"/>
Strathmartine	<input type="checkbox"/>

PLEASE INDICATE WHICH TYPE OF GRANT YOU ARE APPLYING FOR	
Small Grant	<input checked="" 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<br>(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,<br>(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?<br>(multiple quotes are required where >£5,000 is being applied for to ensure value<br>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

<b>Who is the grant for?</b> (Name of Applicant Group / Department)	Menzieshill Local Management Group		
<b>Did you receive a Dundee Partnership grant during 2022-23?</b> (If yes, list all grants below)			<b>YES</b>
<b>Title of project funded</b>	<b>Amount granted</b>	<b>When</b>	<b>Was it fully spent?</b>
Family Fun day	£1,790	June 2022	yes
Panto	£480	Nov 2022	yes

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

We are looking at funding to hold a family fun day for the local community. We will utilise the whole building, car park, games halls, and community garden.

We would also like to arrange a family bus trip to Blair Drummond safari park for local families.

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

Responding to the cost of living crisis,  
 Building Stronger Communities,  
 Improve life chances for children and families

<b>How many people will benefit from this project?</b>	1000+ for family fun day  83 for bus trip
Will any specific groups benefit from this project? (male, female, age range or protected characteristic)  Families	

## DUNDEE PARTNERSHIP FUND CRF GRANT APPLICATION

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

During consultation local families have expressed the hardships they are feeling due to the cost of living crisis – they are struggling to cover the basic costs for energy and food bills and any family events or trips are seen as a luxury many cannot afford.

School holidays are a difficult time for families, keeping the children entertained, providing all meals so by holding a family trip we can ensure they can have a day away. Lots of families have no access to transport so are not in a position to visit venues like this also due to cost restraints (£18 each for entry alone before transport) We will ask for £10 per person and allow them to pay this up over a number of weeks.

Our family fun day last year was attended by over 2000 + people and feedback was amazing – we want to make this years bigger and better to ensure we have enough rides and entertainment to suit all ages and abilities and hopefully ensure every child has an enjoyable day.

**What local consultation has taken place regarding this application?**

(Please attach evidence summarising the results of any consultation)

Feedback from previous years events and trips arranged.

**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?)

Local consultation carried out by LMG and CLD Team

## 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)

For the bus trip we will target families we know are struggling and would not usually be in a position to visit the safari park. All families are struggling at the moment and we will keep our costs as low as possible or free.

Last year our Family Fun day the carnival rides were 50p each burgers/hot dogs were £1 while everything else was free. We identified some families we knew were not in a position to pay – these families had tickets allocated to them 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)

**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)	£
Lottery funding	£10,000 unsuccessful

**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 (£)
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## DUNDEE PARTNERSHIP FUND CRF GRANT APPLICATION

Carnival rides	£6000	0
Poppy Bubbles entertainment	£350	£350
Magician	£125	£125
Inflatables and staffing	£410	£410
Face painters	£200	£200
BBQ food and drink	£500	£300
Bus for trip 83 seater	£575	£575
Hire of costumes for family fun day	£100	£100
Subsidised tickets for Blair Drummond	£1245	£415
Animal handling	£200	£200
Soft play equipment hire	£125	£125
<b>Totals</b>	<b>£9,405</b>	<b>£2,800</b>

- **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)  
All quotes, estimates

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

We will gather feedback through our Facebook and on the bus trip.

**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)

August 2023

**What is the planned end date of the event/activity?**

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.

**City Plan / Local Community Plan Outcome: Improve life chances for children and families**

**Purpose of activity / project within this Outcome: low cost summer family activities**

## DUNDEE PARTNERSHIP FUND CRF GRANT APPLICATION

	<b>Target 2023-24</b>
Outputs	
A family bus trip will be arranged during the school holidays	1
A low cost family fun day will be arranged for local people	1
Outcomes / Indicators:	
Participants report attending an enjoyable family day	80
Number of families attending family fun day	300

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

**DUNDEE PARTNERSHIP FUND CRF GRANT APPLICATION**