



For official use only:

Ref: _____

Logged ☐
Scanned ☐

Dundee Partnership **Community Regeneration Fund**

Grant Application **2023/24**

Applicant Information	
Name of Applicant Group	Alva Square Complex
Activity Title	Benches and storage box
Grant Requested (£)	£1205

- 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 checked="" type="checkbox"/>
East End	<input type="checkbox"/>
Lochee	<input 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
(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)	2 Benches and a garden storage box		
Did you receive a Dundee Partnership grant during 2022-23? (If yes, list all grants below)			YES
Title of project funded	Amount granted	When	Was it fully spent?
Bus Run	£475		No

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

The Complex has a very popular seating area at the front of the Complex and is used every day by Tenants and guests who visit the complex.

The benches we have at the moment are very worn down and unsteady and need to be replaced. We also need a storage box for the tenants plant pots as the tenants like have flowers and plant pots at the front of the complex as it looks nice in the summer and cheers the complex and the tenants up.

The tenants like to see it looking nice.

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

Hilltown Area

How many people will benefit from this project?

Will any specific groups benefit from this project? (male, female, age range or protected characteristic)

All groups will benefit this as the seating area is used by everyone who uses the Complex and some tenants and people in the surrounding area just come down and sit there on a nice day.

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

DUNDEE PARTNERSHIP FUND CRF GRANT APPLICATION

The Complex is for social activities for tenants and guests and the seating area at the front of the complex is very popular with Tenants and Guests just to sit and have a chat whenever they are using the complex or in the surrounding area at the complex.

Some Tenants use the seating area after they have been for a walk and enjoy the social mixing with other people as they don't always see anyone all day. It gives them a chance to mix with people and not be socially isolated all of the time.

What local consultation has taken place regarding this application?

(Please attach evidence summarising the results of any consultation)

There was discussion at the recent tenants meeting regarding the replacement of the old benches and the tenants are very keen to get the old ones replaced so they can still use the seating area at the front of the complex.

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 tenants have addressed the issue of needing new benches with their warden on a number of occasions at tenants' meetings and when visiting the complex

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

(Refer to Section 1 of the Guidance Notes)

The Benches will benefit peoples general well being and mental health as it's a nice area to sit in, and encourages people to mix and socialise.

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)

DUNDEE PARTNERSHIP FUND CRF GRANT APPLICATION

The Tenants at a tenants meeting agreed to apply for this funding for the benches and storage box.

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

The Warden and the tenants will be responsible for this.

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

10 Years

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)

Yes a Plaque could be added to the benches at an extra cost.

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 as Open Funding already gave funding for the tenant's pool table.	

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 (£)
2 Benches	£990	
Storage Box	£125	
2 Plaques for Benches.	£90	
Totals	£1205	

- **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)
Bank Statement for Tenants Comfort Fund.

DUNDEE PARTNERSHIP FUND CRF GRANT APPLICATION

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

The Warden organises to send a cheque and organises delivery of these items.

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)

I can not order the benches or box until we receive the funding.

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

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 2023-24
Outputs	
Outcomes / Indicators:	
It is important to the tenants and the people that use the complex that they keep their seating area outside the complex as it is part of their social activities and prevents isolation for people also in the surrounding area.	

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

DUNDEE PARTNERSHIP FUND CRF GRANT APPLICATION

--	--

DUNDEE PARTNERSHIP FUND CRF GRANT APPLICATION