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Dundee Partnership **Community Regeneration Fund** **Grant Application** **2023/24**

Applicant Information	
Name of Applicant Group	Community Food Hub & Freecycle
Activity Title	Glass Fronted Fridge and Pat Testing Equipment
Grant Requested (£)	912.59

- 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 checked="" 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"/> |

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Who is the grant for? (Name of Applicant Group / Department)	Community Food Hub & Freecycle		
Did you receive a Dundee Partnership grant during 2022-23? (If yes, list all grants below)			YES / NO
Title of project funded	Amount granted	When	Was it fully spent?
Picnic Packs	£2106	Jun 22	yes

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

For a glass fronted fridge in the Food larder room and for PAT testing equipment. The fridge would have a lock fitted and 2 committee members will do the PAT testing qualification needed to be able to test electrical items .

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

East End Community Plan 22-27
Respond to the cost of Living Crisis

How many people will benefit from this project?

800

Will any specific groups benefit from this project? (male, female, age range or protected characteristic) People living in the East End

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

When the larder opened in 2018, there was no requirement from Fareshare to have a glass fronted fridge in the Larder for chilled and fresh produce. This requirement has now changed and to ensure Health & Safety requirements are

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met, the committee need to purchase this. Without this fridge, the Larder will not be able to continue to offer fresh and chilled food items.

We were awarded grant funding in March 22 for an extra fridge to store chilled food but this will now be surplus to requirements and can easily be offered to community groups in the East End.

In the Freecycle service we are constantly being donated small electrical goods e.g. lamps/hairdryers/ games consoles but we can't offer them to the community as they need to be PAT tested. 2 committee members have agreed to do the qualification required to carry this out but we need to purchase the equipment needed.

Both activities of providing chilled food and safe, tested electrical items (free) will help local people cope with the demands of the cost of living crisis

What local consultation has taken place regarding this application?

(Please attach evidence summarising the results of any consultation)

The committee have spoken to Fareshare to discuss the need for the fridge.

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 continued high numbers at the Larder demonstrate the need for this to continue and, without the glass fronted fridge, it will not be possible to continue to provide chilled food. Having volunteers qualified to PAT test, and with the necessary equipment, that can offer their skills to other voluntary organisations in the East End is supported by local groups

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

(Refer to Section 1 of the Guidance Notes)

It will allow us to continue to provide very low cost chilled and fresh food to the local community throughout continued cost of living crisis.

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PAT testing capabilities will mean that electrical goods will not need to be turned away from Freecycle donations and will allow local people to access more free household goods

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)	£
Most other funding sources can take months to be acknowledged and we need to move as quickly as possible to secure the fridge	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 (£)
Glass fronted Fridge (inc VAT)	486.00	486.00
Fridge delivery (inc VAT)	54.00	54.00
PAT testing equipment (inc VAT)	334.80	334.80
Hard carry case (inc VAT)	37.79	37.79
Totals	912.59	912.59

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- 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

Latest balance sheet attached.

What other documents are you attaching to evidence the budget costs for this application?
(e.g. quotes, estimates, projected income and expenditure)
Quotes for fridge and PAT testing equipment attached

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

With regards PAT testing, all testing carried out must be entered into a log book, including a record of all testing done for other groups.

Larder usage is recorded every week on DCC recording system - Cognisoft

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*)

31st October

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

Ongoing

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: East End Community Plan 22-27	
Purpose of activity / project within this Outcome: Respond to the Cost of living Crisis	
	Target 2023-24
Outputs	
Glass fronted fridge x 1	1
Pat testing equipment x1	1
Outcomes / Indicators:	
360 people per week continue to benefit from the Larder per year	360

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500 people per year have access to safe , used electrical itema	500
City Plan / Local Community Plan Outcome:	
Purpose of activity / project within this Outcome:	
	Target 2023-24
Outputs	
Outcomes / Indicators:	

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