

## **Dundee Partnership** **Community Regeneration Fund**

### **Grant Application** **2024/25**

Applicant Information	
Name of Applicant Group	The Maxwell Centre
Activity Title	Cooking
Grant Requested (£)	£1,512

- 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.

<b>TICK THE WARD WHERE YOUR PROJECT WILL OPERATE</b>	<b>PLEASE INDICATE WHICH TYPE OF GRANT YOU ARE APPLYING FOR</b>
Coldside    X	Small GrantX
East End	Physical & Environmental Improvement

Lochee	Youth Inclusion
Maryfield	
North East	
Strathmartine	<p>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 <a href="mailto:dundee.partnership@dundeecity.gov.uk">dundee.partnership@dundeecity.gov.uk</a></p>

## 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, given accurate contact details and ticked the GDPR box?

☐

<b>Who is the grant for?</b> (Name of Applicant Group / Department)	Maxwell Centre		
<b>Did you receive a Dundee Partnership grant during 2023-24?</b> (If yes, list all grants below)			<b>YES / NO</b>
<b>Title of project funded</b>	<b>Amount granted</b>	<b>When</b>	<b>Was it fully spent?</b>
Holiday club & afterschool groups	£10,000.00	April 2023	Yes
Cupboard steward	£4,928.00	September 2023	Yes
Holiday Club & afterschool clubs	£12,341.00	April 2024	Yes
Cupboard steward	£3,750.00	July 2024	Yes

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

We use our current cooker every day and it is now 4 years old. It is a domestic cooker and it is no longer working properly. It has shorted our electricity supply on one occasion, and it is very unreliable for temperature, which has a big impact when we are cooking for large groups. Almost every group we host is impacted by the unreliability of it.

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

Our communities will have a high quality and accessible local services and facilities.

Our people will live in strong, popular and attractive communities.  
 Our children will be safe, healthy, achieving, nurtured, active, respected responsible and included.  
 People in Dundee will have improved physical health and mental well-being and will experience fewer health inequalities.

<b>How many people will benefit from this project?</b>	500
<p>Will any specific groups benefit from this project? (male, female, age range or protected characteristic)</p> <p>Almost all our centre participants will benefit from a new cooker. Our age range covers 1 – 101, many cultures and from all social groups.</p>	

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

The youth cook group use it every Thursday, including cooking for our Come Dine With Us sessions where we invite and cook for older local residents of the Coldside area who are at risk of being socially isolated. It is also used for 2 cooking workshops per week, which provides a hot lunch for our garden volunteers on Tuesdays and the community intercultural lunch on Fridays. Both these shared meals have fed up to 50 people at a time. We have a volunteer who makes soup each week for our Cosy Corner, plus we have numerous workshops and events that require catering. During the school holidays, the children who attend our garden club take it in turns to cook lunch for the whole group each day. It is therefore a bit of a catastrophe if the cooker fails or doesn't cook the food in time.

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

(Please attach evidence summarising the results of any consultation)

When we have asked for feedback from our participants, this has frequently been mentioned.

**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?)

Our Come Dine With Us event has been impacted by the temperamental cooker and they have requested a better cooker. All our cooking groups have commented on the inaccurate temperature and how it affects their workshops.

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

(Refer to Section 1 of the Guidance Notes)

We provide hot meals for our Cosy Corner participants, older residents of Coldside, the children who attend our garden clubs, local school children, the cooking groups who are learning to use the garden produce and our free community lunches. Unfortunately, a weakness in our local community is the high concentration of deprivation. There is extensive research evidence of the relationship between deprivation and health conditions. Poor mental health, obesity and a high incidence of type II diabetes are all hallmarks of our community. Our project aims to tackle these issues by providing services and activities that support groups and individuals to make positive changes that can address issues related to poverty, debt, unemployment and health.

Through research and experience we have found attending our groups and activities is invaluable in terms of improving physical and mental health.

Our activities provides members of the local community with access to long term, dignified solutions to issues of food insecurity. Participants have increased knowledge about what can be harvested from the garden, foraged from outdoors,

know how fresh produce can be prepared and stored for later. Many project participants report improvements in diet and health.

**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)	£0
When looking for funding, no other sources would fund this activity.	

**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 (£)
New large cooker for the kitchen	1512.00	1512.00
<b>Totals</b>	<b>1512.00</b>	<b>1512.00</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)

3 screenshots of cooker quotes

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

Monitoring will be done primarily through accurate, daily records of all kitchen users and the purpose of the visit. This data will be reviewed monthly to establish whether attendance in any areas has changed significantly, we can then investigate and adapt our services accordingly. We primarily use the charity monitoring software Upshot for reporting.

To assess impact and evaluate our service, we will seek feedback at individual events and regular classes via questionnaires and informal interviews.

We regularly carry out and review case studies of individual service users, groups and volunteers.

We utilise social media by using Facebook and Twitter to actively encourage feedback.

We adopt the best practice in terms of evaluation and currently produce annual social accounts that demonstrate the difference the project is making, these reports are available on our website or copies can be obtained from the centre.

<b>What is the planned start date of the event/activity?</b> Please note turn around on applications is 6 - 10 weeks and funding cannot be retrospective ( <i>see section 2 of the guidance notes</i> )	March 2025
<b>What is the planned end date of the event/activity?</b>	March 2025

## 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.

<b>City Plan / Local Community Plan Outcome: Our children will be safe, healthy, achieving, nurtured, active, respected responsible and included.</b>	
<b>Purpose of activity / project within this Outcome: Local children will take part in a range of cooking activities in a nurturing and safe environment within their local community.</b>	
	<b>Target 2024-25</b>
Outputs	
During our holiday garden clubs, children will take turns cooking and preparing a healthy lunch.	
Snacks will be prepared for 2 weekly afterschool sessions based in the garden for children from our local primaries during term time.	
Weekly Youth Cooking Group.	
Outcomes / Indicators:	

The project encourages healthy eating which will lead to improvements in physical and mental health.	
Young people will report increased confidence. Young people will interact with the older members of their community by cooking meals for them	

<b>City Plan / Local Community Plan Outcome:</b>	
<b>Purpose of activity / project within this Outcome:</b>	
	<b>Target 2024-25</b>
Outputs	
Our communities will have a high quality and accessible local services and facilities.	
Our local community will have access to an extensive range of kitchen activities and services to meet their needs with the added benefit of access to fresh produce from the community garden.	
Throughout the growing season- fruit, vegetable and herb preparation, preserving, pickling, dehydrating, making jams etc Run twice weekly workshops for local people based on self-produced seasonal food, cooking and cutting food waste. Weekly Soup and hot meal provision.	
Outcomes / Indicators:	
The local community have increased skills and confidence to cook fresh produce.	
Our centre users have a hot meal and social interaction with others Improvements in diet and health.	