

Ref:

WE2604

Dundee Partnership
Community Regeneration Fund

Grant Application (Ferry / West End)
2026/27

Applicant Information	
Name of Applicant Group	Blackness Community Library
Activity Title	Free tea and coffee (Open Doors)
Grant Requested (£)	£539.65

The Local Community Planning Partnerships (LCPPs) in the Ferry and West End will examine their existing Local Community Plans to identify outstanding actions with a direct relationship to community regeneration and consider allocation of some or all of their available funding to commissioning works that would allow achievement of these agreed priorities. Each area has an allocation for 2026/27 with which to commission activities, and so activities that attract external funding may be prioritised.

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 ward, 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

The Ferry ☐

West End ☒

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

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

Who is the grant for? (Name of Applicant Group / Department)		Blackness Community Library	
Did you receive a Dundee Partnership grant during 2025-26? (If yes, list all grants below)			YES
Title of project funded	Amount granted	When	Was it fully spent?
Open Doors (free tea and coffee)	175.00	10.09.2025	YES

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

We first received funding for Open Doors in 2022-2023. This enabled us to provide free tea and coffee for any of our library users who needed to make use of this facility. We made the hot drinks, which helped us to improve the community connections for our service, gave us a reason to chat to isolated people, and provided some library users with their only hot drink of the day. The drinks were offered to all library users to ensure that people had dignified access to the service.

This was so successful that we have continued to provide tea and coffee throughout the year, and we applied for (and received) funding for 2023-2024, 2024-2025, and 2025-2026.

This application is to fund the resources to continue this service over the autumn and winter months 2026-2027.

More people have begun to bring their own mugs, but we still have considerable outlay for paper cups, which have doubled in price. We provide ripple cups because they are the safest way of dispensing hot drinks. Our spending on tea and coffee is mitigated by occasional donations of supplies by staff and customers.

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

We need to respond to the Cost-of-Living crisis.

We offer this service because many of our library users continue to be affected by the rising cost of basic necessities. Providing free hot drinks helps reduce some of the immediate pressures associated with the ongoing cost of living crisis and supports the aims of the Local Community Plan to tackle poverty and inequality within local communities. turn1search1

In addition, the project helps create a warm, welcoming and inclusive environment tht encourages residents to make greater use of library services. By reducing barriers to engagement and creating opportunities for informal social interaction, the service supports wellbeing, reduces social isolation and helps improve life chances for children, families and other community members who access the library.

How many people will benefit from this project?

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

All library users will benefit from this provision.

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

Our project remains necessary because many local residents continue to experience financial pressures arising from the cost of basic necessities. We know from our experience delivering Open Doors that demand for free hot drinks increases during the colder months, and we anticipate that some library users will continue to have limited access to affordable food and drink and welcoming community spaces.

By offering this service to all library users, we avoid stigma and ensure that support is provided in a dignified and inclusive way. The project helps create a warm, welcoming public space where people can spend time safely, connect with others and access a range of library services.

We have observed that, particularly during the autumn and winter months, residents who access the free tea and coffee service are more likely to remain in the library, engage with activities and services, and take part in conversations with staff and other community members. The project therefore not only helps address the impact of the cost-of-living crisis but also reduces social isolation and encourages greater community participation.

What local consultation has taken place regarding this application?

(Please attach evidence summarising the results of any consultation)

We have had excellent feedback from our library users regarding this provision. Anecdotal evidence from our customers indicates that by making them a cup of tea or coffee, and engaging in chat with them while doing so, we are providing a valued social interaction. Formal feedback for this project is difficult to gather – we are giving teas and coffees with “no strings”, so asking for anything (even just to fill in a form or provide formal feedback) makes it more transactional and less of a service.

However, we do assess the value of this service throughout the year by monitoring uptake and reactions, and an attached form gives our latest summary.

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?)

This project supports local efforts to address the ongoing cost of living crisis, which remains a key priority within the Local Community Plan. We know from our engagement with library users that many residents continue to experience financial hardship, and the provision of free hot drinks helps ease some of the pressure associated with rising living costs. We also receive regular donations from library customers to help sustain the service, demonstrating the value that the local community places upon it.

By providing free hot drinks in a welcoming and non-stigmatising environment, the project enables individuals and families to access support with dignity. Offering the service universally ensures that nobody feels singled out or

excluded. The project also helps reduce social isolation by creating opportunities for informal social interaction and encouraging people to spend time in the library, engage with activities and services, and connect with other members of the community. For some residents, particularly during the winter months, this provides access to a warm, welcoming community space that they might not otherwise have.

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

This project supports people experiencing deprivation by providing free hot drinks in a warm, welcoming and non-stigmatising environment. Many of our library users continue to be affected by the rising cost of basic necessities, and this service helps ensure that everyone can access a hot drink regardless of their financial circumstances. By offering the service universally, support can be accessed with dignity and without anyone feeling singled out or excluded.

In addition to addressing financial hardship, the project helps reduce social isolation by creating opportunities for informal conversation and community connection. The provision encourages people to spend time in the library, access information, participate in activities and engage with other services that may improve their wellbeing. For some residents, particularly during the winter months, the library provides an important warm and welcoming community space that they may not otherwise have access to.

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)

We have not applied for funding from other sources for this project. The application is for a relatively small amount of funding to cover the cost of consumable items required to deliver a well-established community service. Due to the limited value of the request and the specific focus on supporting local residents affected by the ongoing cost of living crisis, we consider the Dundee Partnership Community Regeneration Fund to be the most appropriate funding source.

We actively seek to reduce costs wherever possible through donations of supplies from staff and library users, and by encouraging customers to bring their own reusable mugs. These contributions help maximise the impact of the funding requested and demonstrate community support for the project.

Source of Funding (detail if this funding is for more than 1 year, if applicable)

£

N/A

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 (£)
2000 x paper cups @ £210 per 1000	420.00	420.00
10 x cans of Nescafe coffee @ £8.25 each	82.50	82.50
5 x boxes 210 teabags @ £5.25 each	26.25	26.25
10 x packets sugar @ £1.09 each	10.90	10.90
Totals	£539.65	£539.65

- **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)

I am attaching current prices from the Tesco website and the Arco website. Milk will be provided by the staff. I also attach an evaluation of last year's project.

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

We will monitor project outputs by recording the number of hot drinks provided throughout the project, including those accessed by library users who bring their own cups. This will allow us to measure uptake and identify patterns in demand, particularly during the autumn and winter months.

We will monitor outcomes through observations, verbal feedback and informal conversations with library users. Notes of relevant feedback will be recorded to help us understand how the service contributes to reducing social isolation, supporting wellbeing and encouraging engagement with library services and activities.

An evaluation report will be prepared at the end of the project, bringing together participation data, feedback and key learning to assess the overall impact of the service and inform future delivery

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>)	1 November 2026
What is the planned end date of the event/activity?	31 March 2027

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: Cost of Living

Purpose of activity / project within this Outcome: To offer support to residents of the West End and encourage access to the library facilities.

	Target 2026-27
Outputs	
Tea and coffee for library users	2500 cups
Outcomes / Indicators:	
Numbers to be monitored to check uptake	

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