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

### **Grant Application** **2023/24**

Applicant Information	
Name of Applicant Group	St Leonard & St Fergus Social Committee
Activity Title	Winter Afternoon Celebration for Elderly
Grant Requested (£)	£1,000

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

Completed the questions on Page 3 relating to covid-19	<input type="checkbox"/>
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

<b>Who is the grant for?</b> (Name of Applicant Group / Department)			
<b>Did you receive a Dundee Partnership grant during 2022-23?</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>
St Leonard & Fergus Parish Council – Social Committee	£1,000	Dec 22	yes

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

This grant will allow us to provide a free festive afternoon celebration with food, music and entertainment for some of the most elderly members of our community. It will bring together elderly and vulnerable members of our local community, where they will be served a 3 course meal with refreshments, whilst also enjoying the entertainment as well as a dancing display from a local dance school. This helps address issues of isolation, whilst increasing levels of wellbeing and self worth for all of these individuals. The event will be open to older people living across the whole of the Strathmartine ward, and will be publicised accordingly. Transport will be provided by volunteers at no cost to any participants who are less able and who would otherwise be unable to attend, taking them from their homes, to the event and back home again to ensure that no one is left out.

A free raffle ticket is given to everyone attending the event, where between a few prizes purchased and a large number of prizes donated by parishioners and volunteers, it means that up to half of the elderly participants will win a prize, which always brings a lot of excitement to them all.

Last year was the first event we'd held in almost 3 years since Covid and was well attended and appreciated. We have been approached by a number of elderly folk who came along to the party last year asking if the party is back running this year, as they are looking forward to getting out and enjoying company again. Given the cost of living crisis at the moment this will also bring some relief where they will receive a good meal, refreshments and a warm space without worrying about costs for a little while.

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

People in Dundee will have improved physical health and mental well-being and will experience fewer health inequalities  
 Dundee will be a fair and socially inclusive city

**How many people will benefit from this project?**

Up to 100

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

This will be open to elderly people from the Strathmartine ward, up to 100 can be catered for but we would estimate it to be closer to 80.

## DUNDEE PARTNERSHIP FUND CRF GRANT APPLICATION

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

This event will give elderly people the opportunity to come together, getting them out of their homes, allowing them to socialise with others and also meet new people, reducing the feeling of isolation at a time of year when it is dark and cold. Exercise will also be provided in the form of dancing for participants who are able and happy to join in. Elderly people need to be getting out and mixing with people without worrying about anything.

Also, without this support, a charge would have to be made for the event and this would exclude an increasing number of participants who would be unable to afford it given the financial situation at the moment.

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

(Please attach evidence summarising the results of any consultation)

Parish Council Social Committee, Sheltered Housing Complexes, homes and wider communities. Also the cosy space lunch on a Wednesday has brought more new people into the hall and we will advertise it there and at St Columba's weekly cosy space too.

**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?)

No evidence as such, but given the cost of living crisis added to the fact many elderly people have barely left their homes in almost 3 years and the fact we've been approached or contacted by people who have attended the party previously and are eager to see it take place again.

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

(Refer to Section 1 of the Guidance Notes)

It will bring together some of the most vulnerable people in society (elderly) at the time of year when isolation is higher due to the bad, cold & dark weather, with people not being able to get out of their houses much and also when concern about money is at such a high just now.

**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**

## DUNDEE PARTNERSHIP FUND CRF GRANT APPLICATION

(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)	£
St Leonard & Fergus RC Church will fund the remainder of all costs. Hall Hire Transport 10+ Volunteers	£660 In Kind In Kind In Kind

<b>What are the costs of your activity and how much money is required?</b> Please give specific details (expand list / use an additional sheet if required) and provide <u>all</u> 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 (£)
Catering (3 course meal for 80 @ £15/head)	£1,200	£1,000
Entertainment – Musician & Dancers (same price as 2019)	£150	£0
Raffle Prizes/Christmas gifts	£80	0
Hall & Table Decorations, lights and sundries	£50	£0
Refreshments (alcohol and soft drinks, mints etc)	£180	£0
<b>Totals</b>	£1,660	£1,000

<ul style="list-style-type: none"> <li><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</b></li> <li><b>If reserves held are less than three months operating expenses please confirm this below</b></li> </ul> <p>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</p>
Accounts have been requested and will follow soon.

<b>What other documents are you attaching to evidence the budget costs for this application?</b> (e.g. quotes, estimates, projected income and expenditure) Copies of old receipts are attached which show the previous party costs and these are only likely to increase quite a bit given rise in costs. We have had real problems sourcing a caterer, apparently many caterers have given up since Covid and can only find this one willing to quote/cater. We are awaiting an updated quote for this year and have estimated £15/head and if it's over that the church will cover the difference.
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<b>How do you intend to monitor the project Outputs and Outcomes?</b>  Sign up sheets are used to determine numbers for the event (and their meal choices), these are used to calculate numbers on the day and photographs are taken.
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<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> )	9 December 2022
<b>What is the planned end date of the event/activity?</b>	9 December 2022

### Outputs & Outcomes

## DUNDEE PARTNERSHIP FUND CRF GRANT APPLICATION

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:</b>	
<b>Purpose of activity / project within this Outcome:</b>	
	<b>Target 2021-22</b>
Outputs	
80 elderly/disabled or vulnerable residents will attend a social event which will take place in the local area	80
People will get relief from the day to day worries of rising costs, fuel bills	
Outcomes / Indicators:	
Wellbeing & self worth will be increased and isolation reduced	80