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## Dundee Partnership Community Regeneration Fund

### Grant Application 2023/24

Applicant Information	
Name of Applicant Group	Coldside Community Forum
Activity Title	Lamppost Lights Installation
Grant Requested (£)	£3,840.00

- 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		PLEASE INDICATE WHICH TYPE OF GRANT YOU ARE APPLYING FOR	
Coldside	<b>Error! Bookmark not defined.</b>	Small Grant	x <input type="checkbox"/>
East End	<input type="checkbox"/>	Physical & Environmental Improvement	<input type="checkbox"/>
Lochee	<input type="checkbox"/>	Youth Inclusion	<input type="checkbox"/>
Maryfield	<input type="checkbox"/>	Please note that communications regarding this application will be sent to you via email unless you indicate otherwise	
Northeast	<input type="checkbox"/>		
Strathmartine	<input type="checkbox"/>		

## 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<br>(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,<br>(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?<br>(multiple quotes are required where >£5,000 is being applied for to ensure value<br>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)	Coldside Community Forum		
<b>Did you receive a Dundee Partnership grant during 2022-23?</b> (If yes, list all grants below)			<b>YES</b>
<b>Title of project funded</b>	<b>Amount granted</b>	<b>When</b>	<b>Was it fully spent?</b>
Coldside Forum – Wonderboxes	October	Yes	

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

To install, remove and store 20x lamp post lights for Christmas on Hilltown. This will be in addition to a living Christmas Tree and fairy lit posts at 5ways circle for with a capital application will be put in.

The lights have consistently had extremely positive feedback from those in the community and supports local businesses to be involved in the Christmas season.

Creating this light display means that local families can enjoy seeing Christmas lights in their local area without having the expense of travelling, and supports community spirit for local families walking to and from school/nursery etc.

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

There needs to be improved life chances for children and families in Coldside

<b>How many people will benefit from this project?</b>	Whole Community
Will any specific groups benefit from this project? (male, female, age range or protected characteristic)	

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

Local people have been involved in the development of this project for the past 5 years including securing a Christmas Tree for Hilltown Area and funding the lamppost lights and funding lampposts that can hold those lights as the existing posts were not stable enough for the added weight.

The local retail area has been slowly developing with new businesses moving into the community, but it still has several empty shops and units. Projects like this one make the Hilltown a more desirable space for businesses to use. This will increase local access to various businesses and shops and support the regeneration of the local area.

## DUNDEE PARTNERSHIP FUND CRF GRANT APPLICATION

This will also encourage children and families to walk on the Hilltown area where, brightening the street to create a safer feeling when the dark nights draw in.

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

(Please attach evidence summarising the results of any consultation)

Consultation for this project has been done in the past for previous applications that feeds into this project every year. Due to the demand on volunteers through the cost-of-living crisis, we have not got the capacity for producing a Christmas Event as per previous years, but Coldside Forum believe this project is something that the community is very positive about.

### **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?)

Local schools, local business and local people feedback to staff and volunteers about the project last year and ask about what is happening again as December gets closer.

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

(Refer to Section 1 of the Guidance Notes)

Hilltown & Coldside areas is in the 5% most deprived areas according to SIMD, which does not lend itself to being desirable for businesses and services. With new homes and new families moving in, as well as some new developments locally, this is an opportunity to compliment to local area and create a more positive festive spirit on people's doorstep during one of the most stressful times of year for many families.

**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)

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<b>What other sources of funding have you secured / tried to secure for this project?</b> • 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)	£

<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 (£)
Installation of 20 lights	£2,160.00	£2,160.00
Removal of 20 lights	£1,080.00	£1,080.00
Storage of 20 lights	£600.00	£600.00
<b>Totals</b>	<b>£3,840.00</b>	<b>£3,840.00</b>

<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>
<b>What other documents are you attaching to evidence the budget costs for this application?</b> (e.g., quotes, estimates, projected income, and expenditure)
Quotes

<b>How do you intend to monitor the project Outputs and Outcomes?</b>  Feedback from the community via social media and survey during the Christmas season.
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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> )	2 <sup>nd</sup> December
<b>What is the planned end date of the event/activity?</b>	5 <sup>th</sup> January

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### 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:</b> <b>There needs to be improved life chances for children and families in Coldside</b>	
<b>Purpose of activity / project within this Outcome: Providing a positive environment for families to enjoy during the festive season by installing Christmas Lights.</b>	
	<b>Target 2023-24</b>
Outputs	
20x Christmas Lamppost Lights	20
Outcomes / Indicators:	
Local families feel more positive during the darker nights and on the build up to Christmas.	

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

## **DUNDEE PARTNERSHIP FUND CRF GRANT APPLICATION**

**Completed applications should be emailed (preferably in Word file format) to the Dundee Partnership**