Ref:

Dundee Partnership Community Regeneration Fund

Grant Application 2026/27

Applicant Information	
Name of Applicant Group	Charleston LMG
Activity Title	Charleston Cosy Cafe
Grant Requested (£)	

- 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	☐
East End	☐
Lochee	☐
Maryfield	☐
North East	☐
Strathmartine	☐

PLEASE INDICATE WHICH TYPE OF GRANT YOU ARE APPLYING FOR	
Small Grant	☐
Youth Inclusion	☐

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?	✓

DUNDEE PARTNERSHIP FUND CRF GRANT APPLICATION

Who is the grant for? (Name of Applicant Group / Department)	Charleston Community Centre Local Management Group		
Did you receive a Dundee Partnership grant during 2025-26? (If yes, list all grants below)			**YES / NO**
Title of project funded	**Amount granted**	**When**	**Was it fully spent?**
LMG Laughter Club	£1410	April 2025	yes
Tv Licence (Cost of living grant)	£175	November 2025	yes
Clothing grant (cost of living)	£500	December 2025	Yes
Winter Grant	£500	December 2025	yes
Festive Fund	726	December 2025	yes

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

We are seeking funding to support the weekly Charleston Cosy Cafe, a free weekly community cafe 11am-12.30pm providing food, refreshments, social connection and access to support for people living in Charleston and the wider Lochee Ward. The cafe benefits 40+ people every week, with all food and refreshments provided completely free of charge. Each week we offer homemade soup, sandwiches, toasties, hot main meals and cake & custard, along with tea, coffee and refreshments. By keeping the cafe free, we remove financial barriers and ensure that everyone can attend regardless of their circumstances, which is particularly important for individuals and families affected by the rising cost of living. The funding will contribute towards the cost of providing a weekly free cafe and will also allow us to hold a free Christmas Meal for the community providing a Christmas 3 course meal and a small gift. This will give local people an opportunity to come together and celebrate, particularly benefiting those who may experience financial hardship, loneliness or social isolation over the festive period.

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

The project directly supports the priorities of the local community planning within the Lochee Ward by helping to reduce poverty and inequality, improve health and wellbeing, tackle social isolation and strengthen community connections.

How many people will benefit from this project?	

Will any specific groups benefit from this project? (male, female, age range or protected characteristic)]
The Cafe is open to everyone in the local community, with 40+ people benefitting each week. As it runs weekly and is open to all, we expect many more individuals and families to benefit throughout the year.

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

The Charleston Cosy Cafe is needed to provide a free, welcoming and accessible space for people in our community. With the continued pressures of the cost of living, providing free meals helps people and families who may struggle financially, without any judgement. The cafe also helps reduce loneliness and social isolation by giving people a regular place to meet, chat and build friendships. With 40+ people attending each week, there is a clear need for this type of community provision.
Running alongside the Food for Thought Food Hub, community nurses and council housing staff also means people can access food, health advice, housing support and other services in one familiar community space. This helps us respond to a range of local needs while strengthening connections within the Charleston Community.

What local consultation has taken place regarding this application?
(Please attach evidence summarising the results of any consultation)
We have spoken with local volunteers, workers and residents and cafe user, who told us how important the free cafe provision is to the community. Concerns about the previous cafe closing, along with continued attendance of 40+ people weekly, demonstrates strong local support.

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 previous free cafe, run by Taught by Mohammes, was well attended and local people were concerned when it was due to close. Since taking over, we continue to welcome 40+ people affected weekly, including older people, families, people affected by addiction and those accessing other local services. This continued attendance shows strong community support and need for the cafe.

How will the project / activity tackle deprivation or benefit those experiencing deprivation?
(Refer to Section 1 of the Guidance Notes)
The Charleston Cosy Cafe helps tackle deprivation by providing completely free meals and refreshments, reducing food and financial pressures for local individuals and families. There are no eligibility criteria, helping remove barriers and stigma. The cafe also provides a welcoming space to reduce isolation and connects people the the Food for Thought Food Hub, community nurses and housing support, helping residents access wider advice and services when needed.

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)	£
Haven't asked anyone else for funding	

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 (£)
18 weeks @£55		£990
Aprons(chef&waitress)		£16.98
Christmas Meal(Starter, Main,Dessert & Drinks)		£174.15
Christmas Gift @£5pp for 40people		£200
Asda (hand blender. Teaspoons, dessert spoons, forks, 1 pot, dinner platesx30)`		£74.50
Mixing Bowls		£10.90
Temperature Probe and wipes		£22.08
Totals		£1488.61

- **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)

Tesco example baskets for some weeks, Amazon basket, Asda basket

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

We will monitor the project by keeping a weekly record of attendance and the number of meals provided. We will also gather informal feedback from those attending and from partner services to understand the difference the cafe is making. This will help us measure whether the project is reducing isolation, supporting people experiencing financial pressures and improving access to community support.

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)*	1st December 2026
What is the planned end date of the event/activity?	30th March 2027

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.

City Plan / Local Community Plan Outcome:	
Purpose of activity / project within this Outcome:	
	Target 2026-27
Outputs 40+ Attending weekly	40+
Outcomes / Indicators: 40+	40+

City Plan / Local Community Plan Outcome:	
Purpose of activity / project within this Outcome:	
	Target 2026-27
Outputs	40+
Outcomes / Indicators:	40+