

Dundee Partnership Community Regeneration Fund

Grant Application 2023/24

Applicant Information	
Name of Applicant Group	Charleston Community Centre LMG
Activity Title	Storage Enhancement
Grant Requested (£)	£900

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

PLEASE INDICATE WHICH TYPE OF GRANT YOU ARE APPLYING FOR	
Small Grant	<input type="checkbox"/>
Physical & Environmental Improvement	<input checked="" 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:

Read the guidance sections of the form	<input checked="" type="checkbox"/>
Fully completed the information on the front of the form	<input checked="" type="checkbox"/>
Provided a response to all sections of the application form (including indicating a section as 'N/A' where relevant)	<input checked="" type="checkbox"/>
Checked that your budget adds up properly?	<input checked="" 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 checked="" type="checkbox"/>
Included appropriate, measurable outputs & outcomes?	<input checked="" type="checkbox"/>
Provided your groups accounts, or other appropriate financial information?	<input checked="" 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 checked="" type="checkbox"/>
Checked that the bank details or financial code are correct / complete?	<input checked="" type="checkbox"/>
Signed the form and given accurate contact details?	<input checked="" type="checkbox"/>

DUNDEE PARTNERSHIP FUND CRF GRANT APPLICATION

Who is the grant for? (Name of Applicant Group / Department)	Charleston CC LMG		
Did you receive a Dundee Partnership grant during 2022-23? (If yes, list all grants below)			YES / NO
Title of project funded	Amount granted	When	Was it fully spent?
Women's group/ Advanced group	£1243	2023	On track
Cheeky Monkeys	£671	2022	Spent

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

Storage space is at a premium in the centre as we expand the LMG programme for the residents of Charleston. We would like to purchase 5 storage cupboards to hold bulky items which will create space in the existing cupboards which will allow the new groups to have space for their materials and equipment.

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

Improve Quality of Neighbourhoods

How many people will benefit from this project?

200

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

Around 200 people will benefit from this enhancement.

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

More groups are planned to start in the centre over the next 6 months. They are operating in response to things the community wishes to see, but there is no available storage space in the building. We have also lost some of the external storage which we have used in the past due to storm damage and vandalism, so we are prioritising internal storage which will minimise misuse or fire risk.

DUNDEE PARTNERSHIP FUND CRF GRANT APPLICATION

What local consultation has taken place regarding this application?

(Please attach evidence summarising the results of any consultation)

We have consulted the user groups in the centre and spoken with CLD staff who also need storage space.

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?)

All user groups are aware of the lack of space in the building and support the bid ie Cheeky Monkeys, Laughter club, Arts and Crafts group, CLD Children's club, CLD Youth group, Women's Group, Advancers group etc

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

(Refer to Section 1 of the Guidance Notes)

Allowing free and subsidised activities to operate in the centre provides residents with access to provision that normally costs a lot of money.

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)

Yes

How will the planned project be maintained? (please state who will be responsible for this)

LMG will manage and care for this equipment.

What is the expected 'life' of the improvement? (e.g. before it will require replacement)

Ten Years

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)

Yes

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)	£

DUNDEE PARTNERSHIP FUND CRF GRANT APPLICATION

None	
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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 <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 (£)
Five times storage containers (£165 each)	£825	£825
Totals	£825	£825

<ul style="list-style-type: none"> 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 <p style="margin-left: 20px;">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>
What other documents are you attaching to evidence the budget costs for this application? (e.g. quotes, estimates, projected income and expenditure) Financial report

How do you intend to monitor the project Outputs and Outcomes? We have a planned audit of all storage in January where the effect of the development will be assessed.
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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>)	January 2024
What is the planned end date of the event/activity?	January 2024

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.

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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:	
Improve quality of neighbourhoods	
Purpose of activity / project within this Outcome:	
Install five storage cupboards to manage resources in the building	
	Target 2023-24
Outputs	
Install storage cupboards	five
Outcomes / Indicators:	
A broader range of accessible activities will be offered in the community centre due to the enhancement of storage space for user groups	200

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