

Dundee Partnership Community Regeneration Fund

Grant Application 2023/24

Applicant Information	
Name of Applicant Group	The Friends of Linlathen Group Neighbourhood Representative Group
Activity Title	Engagement and Organisation
Grant Requested (£)	£2,230.76

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

DUNDEE PARTNERSHIP FUND CRF GRANT APPLICATION

Who is the grant for? (Name of Applicant Group / Department)	The Friends of Linlathen Group Neighbourhood Representative Group		
Did you receive a Dundee Partnership grant during 2022-23? (If yes, list all grants below)			NO
Title of project funded	Amount granted	When	Was it fully spent?

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

The Friends of Linlathen Group Neighbourhood Representative Group was established by local people who were inspired to be pro-active in their community as a result of engaging in the Linlathen Fairness Initiative Narrative Enquiry.

Since summer 2023 a small number of local people have been pulling their skills and resources together to formalise the group. To help in this process and many others which will help to establish the group and to encourage greater numbers and wider participation in the community, we are looking for funds to purchase administration and engagement resources.

Some of the items that we are looking to purchase in the hope of supporting the group are:

Laptop (with software) – This will allow the group to make our own minutes of meetings, manage social media, communicate using email, file manage and record documents, produce community newsletters, design flyers and posters as well as research possible solutions to community problems.

Tablet – This will be used mainly as an engagement tool with members of the public at events and activity sessions. For example: We held an small Litter Pick in August 2023, if we had this resource at the time we would have used it to: register people who were interested in being part of the group, pass on information, in this case around health & safety of the session and use it to gather data from a consultation that we were carrying out at the time.

Stationary – This would help with the day to day running of the group's admin.

Branding (T-shirts) – We are looking to access branded T-shirts to establish an identity and to encourage engagement and promote a sense of professionalism.

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

The East End Local Community Plan Outcome will be:

We need opportunities for the East End residents to be involved in decisions which affect their community.

How many people will benefit from this project?

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

At present the group is made up of five local people. With these resources, we hope to grow the participating numbers. We currently have 22 people on the groups mailing list. We hope to increase this number who are kept up-to-date of the issues and activities that we work on.

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

This project is needed to help the residents of the local community have a positive voice which links into local government, projects, services and supports positive change.

The Linlathen Fairness Initiative conducted a narrative enquiry in partnership with local services, charities, and residents. The findings and recommendations of this academic research shows that the residents of Linlathen voice needed to be heard and that structures should be put in place.

One of the ways that Dundee City Council offer support to residents with this issue is to back Neighbourhood Representative Structures.

To allow the group to action some of the findings from the narrative enquiry, the group need to be able to communicate effectively, promote their work and encourage participation. This funding will help us achieve this.

What local consultation has taken place regarding this application?

(Please attach evidence summarising the results of any consultation)

The Linlathen Fairness Initiative conducted a Narrative Enquiry. (See Attached).

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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?)

Findings from the document mentioned above demonstrates that the community supports the work of the group.

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

(Refer to Section 1 of the Guidance Notes)

Parts of Linlathen sit in the top 10 of the most deprived areas in Scotland according to the Scottish Index of Multiple Deprivation: [SIMD \(Scottish Index of Multiple Deprivation\)](#)

The work that the group intend to carry out as a result of this funding will aim to tackle issues around: cost of living, community engagement, children and young people's provision and learning opportunities, supporting other community initiatives and projects, for example: the group currently has representatives working in partnership with local Family Events Group, Rowantree Family Sessions, Local Community Planning Partnership (and sub groups).

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)

N/A

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

N/A

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

N/A

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)

N/A

DUNDEE PARTNERSHIP FUND CRF GRANT APPLICATION

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)	£
None. The group are very new and not had the opportunity to research additional funding sources.	

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 (£)
Laptop Buy ACER Aspire 5 15.6" Laptop - Intel® Core™ i7, 512 GB SSD, Silver Currys	599	599
MS Office Buy MICROSOFT Office Home & Business 2021 - Lifetime for 1 user Currys	249	249
Laptop case Buy LAUT LMB16INBK 16" Laptop Sleeve - Black Currys	31.99	31.99
Tablet case Smart Tablet Book Cover Galaxy Tab S9 Samsung UK	79.00	79.00
Tablet Buy SAMSUNG Galaxy Tab S9 11" 5G Tablet - 128 GB, Graphite Currys	949	949
T-Shirts £12.99 x12	155.88	155.88
Vest £6.49 x 10 Plus £1.99 delivery	66.89	66.89
Stationary	100	100
Totals	2,230.76	2,230.76

<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>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) See attached quotes

How do you intend to monitor the project Outputs and Outcomes? Meeting minutes and agenda. Newsletters produced. Posters and flyers produced. Emails sent. Group Plan Individual learning plans and records
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DUNDEE PARTNERSHIP FUND CRF GRANT APPLICATION

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>)	
What is the planned end date of the event/activity?	31 March 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.

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: We need opportunities for the East End residents to be involved in decisions which affect their community	
Purpose of activity / project within this Outcome:	
	Target 2023-24
Outputs	
Number of meetings that will be recorded and planned	2 per month
Number of newsletters produced per year	6
Outcomes / Indicators:	
Number of people who have increased their IT literacy	5
Number of residents who are more informed on local issues	50
Additional members in the group	3

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

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