

Dundee Partnership **Community Regeneration Fund**

Grant Application **2024/25**

Applicant Information	
Name of Applicant Group	Dundee West Youth Work Team
Activity Title	Healthy Transitions
Grant Requested (£)	£1700.61

- 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.

<p style="text-align: center;">TICK THE WARD WHERE YOUR PROJECT WILL OPERATE</p> <p>Coldside</p> <p>East End</p>	<p style="text-align: center;">PLEASE INDICATE WHICH TYPE OF GRANT YOU ARE APPLYING FOR</p> <p>Small Grant</p> <p>Physical & Environmental Improvement</p>
---	---

Lochee	Youth Inclusion
Maryfield	
North East	
Strathmartine	<p>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</p>

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, given accurate contact details and ticked the GDPR box?

X

Who is the grant for? (Name of Applicant Group / Department)	CLD West Youth Work Team (Lochee Ward)		
Did you receive a Dundee Partnership grant during 2023-24? (If yes, list all grants below)			YES / NO
Title of project funded	Amount granted	When	Was it fully spent?
CLD West Youth Work Team (Lochee Ward)	£5660	2023/2024	YES
CLD West Youth Work Team (Lochee Ward)	£15,764.45	2024/2025	On track to being fully spent

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

A part of the Healthy Transition project that the youth work team run for S2 pupil in Harris, we plan to offer a 4-day programme of activities for all Primary 7 pupils in the Harris Academy catchment area. This learning programme will be delivered by the S2 pupil and is part of the support that P7 receive as they transition from primary into secondary school.

This grant includes bus hire to transport P7 from their respective schools to the Menzieshill Community Centre where the activity days will be held. It will also be used to provide a healthy lunch for all pupils who attend.
Various resources will also be required for the day (see attached sheet).

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

Lochee Local Community Plan

- We need to improve life chances for children and families
- We need to tackle social isolation and improve mental wellbeing.

Dundee City Plan 2022-2027

- Close the gap in education experienced by young people from protected groups.
- Reduce the additional social inequalities experienced by people in poverty and in protected groups.

How many people will benefit from this project?	250
<p>Will any specific groups benefit from this project? (male, female, age range or protected characteristic)</p> <p>P7 Pupils from across the Lochee Ward S2 Peer Educators</p>	

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

This funding will support the development of the Healthy Transition programme which is delivered as part of the elective programme within Harris Academy. This learning programme allows pupils the opportunity to develop several skills including team building, presentation skills, confidence building etc.

The 4-day programme will bring together the S2 peer educators and the P7's where they will participate in a learning programme which has been designed by young people and will support the transition from primary to secondary school. By running the programme in the community it will provide Youth work staff the opportunity to showcase the work that is carried out in the local area already and to start the process of building positive relationships with the primary 7's at a younger age, this will hopefully lead to young people being more aware of youth work provision and attending both holiday and evening provision.

This funding will allow all primary 7's the opportunity to attend and participate in this programme, this will give them the chance to meet existing pupils who will be there to provide support as positive role models when they continue their journey into secondary school. This period of transition can be daunting for some but by participating in this programme some worries may be elevated, and their transition may be slightly easier.

What local consultation has taken place regarding this application?

(Please attach evidence summarising the results of any consultation)

A pilot for this programme was successfully run last year which generated positive feedback from both school staff and the young people who participated.

It was felt that the programme had a positive impact on the young people as they moved forward.

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?)

Positive feedback from member of LMG was received about the pilot and how it was good to see young people accessing the centre in their local community and being made aware of provision that was available.

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

(Refer to Section 1 of the Guidance Notes)

By raising awareness of the provision that is available within their local community young people will hopefully attend on more regular basis and access further support from the youth work team.

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**

(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)	£

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 (£)
DCC Staffing Costs		
X4 Qualified CLD Youth Work Staff	IN KIND	IN KIND
X1 Assistant Youth Worker	IN KIND	IN KIND
Menzieshill Community Hub Use		
Community Centre Room Lets	IN KIND	IN KIND
Sports Hall Lets	IN KIND	IN KIND
Resources for Project	£287.99	£287.99

(please attached costings for resources)		
Food Costs (please attached costings for food)	£912.62	£912.62
Transport Costs (please attached costings for transport)	£500.00	£500.00
Totals	£1700.61	£1700.61

- **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**
- **If reserves held are less than three months operating expenses please confirm this 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)

Documents have been attached to list costs and quotes for resources, food, and transport to evidence budget costings provided.

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

- Feedback from young people and partners
- Social media / School Communication system SeeSaw
- Statistical data on how many young people have taken part.
- Staff Observations
- Use of DCC Information Management System Cognissoft
- Youth Work Impact Reports
- Youth Work Baseline and Exit Paperwork

What is the planned start date of the event/activity?

10/03/2025

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?	18/03/2025

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 to improve life chances for children and families	
Purpose of activity / project within this Outcome:	
Opportunity for all P7 to attend this project and support their transition from Primary to Secondary school	
Raise awareness of local provision available	
	Target 2024-25
Outputs	
Number of Healthy Transitions Sessions Delivered	4
Number of Peer Educators Taking Part	25
Number of P7's Taking Part	250
Outcomes / Indicators:	
S2 Peer educators will grow as active citizens, expressing their voice and enabling change	
P7 Pupils consider risk, make reasoned decisions, and take control of situations after taking part in this programme.	
All participants will broaden their perspectives through new learning experiences and thinking by being in a new environment and taking part in new activities.	

City Plan / Local Community Plan Outcome:
Purpose of activity / project within this Outcome:

	Target 2024-25
Outputs	
Outcomes / Indicators:	