

# Dundee Partnership Community Regeneration Fund

## Grant Application 2026/27

Applicant Information	
<b>Name of Applicant Group</b>	Brooksbank Centre and Services
<b>Activity Title</b>	Brooksbank Family Fun Days
<b>Grant Requested (£)</b>	2416.45

- 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 EndXXXXX
Lochee

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

Maryfield
North East
Strathmartine

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

<b>Who is the grant for?</b> (Name of Applicant Group / Department)	Brooksbank Centre and Services		
<b>Did you receive a Dundee Partnership grant during 2025-26?</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>
Renewal of Overhead Entrance Flat Canopies	£5000	April 25	YES

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

Brooksbank is looking at increasing their Fun Day that they run last year from one to 2 days of Fun activities. The activities will be affordable for local families during the school summer holidays. Brooksbank is unable to fund all of the planned activities at a low cost without any financial assistance. The following is a list of activities that have been arranged for this year:-

- Arts and Crafts
  - Plant Potting
  - Magic Show
  - Carnival Rides, Bungee Trampoline, Inflatable Slide and Pirate Ship
  - DJ during whole event
  - Bubble Show
  - Cake Decorating with Ian
  - Other activities i.e.: Beat the Goalie, Toy Stall, Face Painting, Higher/Lower, Hook a Duck, Find the Treasure, Tombola, Glitter Hair Strands, Cake & Candy, Kids Lucky Dip, Raffle and Craft Stall
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- Bus Trip to Deer Centre, Cupar

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

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<b>How many people will benefit from this project?</b>	
Will any specific groups benefit from this project? (male, female, age range or protected characteristic)	
106 people for the Bus Trip and 200 plus for the Fun Activity Day	

<b>Please say why the project is needed (please limit your answer to 500 words or less)</b>
<p>School holidays can be an extremely expensive time for families, especially when there is more than one child. The activities we provide cost no more than £1.00 per person except the trip to the Deer Centre which will cost £3 per Person apart from children under 2 who will go free. Brooksbank will also provide a bottle of water, a packet of crisps and a biscuit for people attending this trip.</p> <p>The 2 days of Fun allows local families access to activities and a trip that may not be available to them due to costs. It will also be an opportunity to provide all these local people with a bag of various information on all our services and groups.</p> <p>This is needed to bring people together again in a fun filled environment with something for everyone of all ages.</p>

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

(Please attach evidence summarising the results of any consultation)

Evaluation Forms from the previous Fun Day. And asking people who use the centre if they would like another family fun day and trip.

**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?)

People who use Brooksbank on a regular basis have been asking about our Fun Day and when it was being held and from previous evaluation forms. It's been an annual event for many years and is enjoyed by all. This event allows workers from different projects to be here and provide information on their services and or activities.

**How will the project / activity tackle deprivation or benefit those experiencing deprivation?** (Refer to Section 1 of the Guidance Notes)

Brooksbank Centre works on a day-to-day basis with people who experience money and debt problems so we understand how important it is to provide activities for families at affordable prices especially at the moment with the cost of living crisis so we would like to offer 5 tickets at a £1 for the various activities so this is 20p per item and the ticket includes using the carnival rides, ice cream, slush etc throughout the day. The trip we would only charge £3.00 per person apart from children under 2 who will go free. The £3 will cover the entry, bag of deer food for the children, the bus and a snack pack. This makes it very affordable for a day out. With 2 buses we will also be able to invite some of our older group users and make the day inclusive for all.

**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)	£
No other funding has been applied for but Brooksbank Centre will cover the costs of publicity, prizes for the games, items for the Cake Decorating, Plant potting and refreshments for trip along with any unforeseen costs that may arise.	

**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 (£)
Day Trip to Deer Centre Entrance, and Bus Costs (costing is for 90 people paying £3)	1563	1293
Cake Decorating	128.48	-
Carnival Rides	1120	560
Bubbles Activity	160	147.50
DJ and Music throughout the day	250	250
Beat The Goalie Equipment and Dart Game	90.95	90.95
Magic Show	75.00	75.00
Arts and Crafts	325.95	-
<b>Totals</b>	<b>3713.38</b>	<b>2416.45</b>

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- **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)  
 Print out of prices and quotes

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

Brooksbank Centre will be handing out Adult and Child's evaluation forms on both days, we will offer a free raffle for completion and return.

We will count people attending on both days

<p><b>What is the planned start date of the event/activity?</b></p> <p>Please note turn around on applications is 6 - 10 weeks and funding cannot be retrospective (<i>see section 2 of the guidance notes</i>)</p>	<p>8<sup>th</sup> July 2026</p>
<p><b>What is the planned end date of the event/activity?</b></p>	<p>9<sup>th</sup> July 2026</p>

**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:**

<b>Purpose of activity / project within this Outcome:</b>	
	<b>Target 2026-27</b>
Outputs Run a day of multiple family community events and fun activities	Fun day 200plus attendance
Take 2 buses to the deer centre for a summer trip	Trip 100 bookings/places taken up
Outcomes / Indicators:	
2 x fully booked buses (102 places) Over 200 people will attend our fun event day and feel happier A min 50 child and 75 family/adult evaluations will be completed 50 plus services/activity information packs will be given out to increase awareness of services and activities in their community	50 children and 75 adult evaluations completed 50 information packs given out

<b>City Plan / Local Community Plan Outcome:</b>	
<b>Purpose of activity / project within this Outcome:</b>	
	<b>Target 2026-27</b>
Outputs: 200 plus attending	200 attending
100 on a trip	Fully booked trip
Outcomes / Indicators:	
150 +People will have access to an affordable day of fun locally	
90+ people will spend a day at the deer centre	
60+ evaluations will be completed and returned	

