

Dundee Partnership
Community Regeneration Fund

Grant Application
2024/25

Applicant Information	
Name of Applicant Group	Alpin & Glenesk Sheltered Housing
Activity Title	Lunch Club
Grant Requested (£)	£288

- 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	PLEASE INDICATE WHICH TYPE OF GRANT YOU ARE APPLYING FOR
Coldside	Small Grant x
East End	Physical & Environmental Improvement

Lochee	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

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)	Alpin & Glenesk Sheltered Housing Complex		
Did you receive a Dundee Partnership grant during 2023-24? (If yes, list all grants below)			YES
Title of project funded	Amount granted	When	Was it fully spent?
Bus Trip	575	May 24	yes
Food Hygiene	250		TBC
	825		

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

Due to the continuing success of the Sunday Lunch Club and other food provision, the committee at Alpin want to develop a small frozen meal service.

They require further equipment for the kitchen such as a soup kettle etc. The intention is to cook and freeze in batches as well as provide fresh meals.

The whisk and food processor are to replace cheaper purchases in 2022 that have not lasted due to continual use.

The request for a storage shed is to replace a plastic one destroyed in the high winds on Friday 24th Jan 2025. There is a lack of storage within the complex so vegetables etc. are stored outside.

There are other purchases required, and the committee are due to submit an application to ScotMid in Feb.

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

Coldside Local Community Plan 2022 –2027

Improve Health & Wellbeing and help with the cost of living .

How many people will benefit from this project?	25 -35
<p>Will any specific groups benefit from this project? (male, female, age range or protected characteristic) Alpin and Glenesk Complex supports 128 sheltered properties in total. All tenants are older people ranging in age from 60 –90's. Tenants can have a range of health and mobility issues.</p> <p>The complex holds regular social events and bus trips where 30 –45 tenants attend.</p>	

<p>Please say why the project is needed (please limit your answer to 500 words or less)</p> <p>Older people can be at considerable risk of under nutrition due to poor health. Some may have stopped cooking or find shopping difficult due to mobility and also cost of living increases including food prices.</p> <p>The Sunday Lunch has proved very popular, and numbers have risen from 12 to approx. 25 and 10 take away meals. The costs are deliberately kept low to ensure the meals are accessible.</p> <p>Freshly made soup has also been provided and bacon rolls.</p> <p>The committee now want to build on this provision and offer small frozen meals. The intention is to batch cook once a week using produce from FareShare etc to reduce waste and also to reduce the food preparation time. As the committee are all volunteers and older people themselves, they wish to organise a rota so they do not become overwhelmed.</p> <p>Attending the complex for a meal can reduce social isolation, allow new tenants to meet neighbours and become involved in activities.</p> <p>The complex is open to local older people and tenants from the neighbouring sheltered complexes at Lawton Rd and Hill St. also attend.</p>

What local consultation has taken place regarding this application?

(Please attach evidence summarising the results of any consultation)

The tenants social committee meet every month and discuss and agree all plans at the quarterly Tenant Warden meeting .

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 tenants agree all proposals at the Tenant Warden meeting. Agreement is minuted and minutes are distributed to all tenants.

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

(Refer to Section 1 of the Guidance Notes)

Older people can be on lower or fixed incomes due to pensions etc. Food prices can be high and it can be more expensive to cook for one person. Many older people may use ready meals that can have less nutritional value and again be more expensive. The Council meals service gets mixed reviews so many people are reluctant to use these.

Coming into the complex to enjoy or collect a meal reduces isolation and also promotes engagement with the committee and staff to identify any support possible issues. Committee members will also deliver to those who can't get out and social care staff can also collect.

For Physical & Environmental Improvements (which must be Capital worth at least £6,000 in value) the following questions must be answered: N/A

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)	£
Scot Mid Community Grant to be submitted Feb	500

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 (£)
See Amazon List:		
Soup Kettle	59	
Hand Whisk	20	
Food Processor	79	
Outdoor Storage Shed	130	
Totals	288	288

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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)
AMAZON list, bank statement, income,
See email regarding up coming costs

How do you intend to monitor the project Outputs and Outcomes?
The committee monitor numbers for meals etc and gain feedback. The warden will also gain feedback during support visits

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>)	March 2025
What is the planned end date of the event/activity?	31 st March 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: Coldside Local Community Plan 2022 - 2027

Purpose of activity / project within this Outcome: Improve mental health & Wellbeing, Assist with cost of living

	Target 2024-25
Outputs	
Purchase kitchen equipment	March 2025
Outcomes / Indicators:	
Improved take up of meals	March 2025
Improved health and well being, reduction in social isolation	March 2025 onwards

City Plan / Local Community Plan Outcome:

Purpose of activity / project within this Outcome:

	Target 2024-25
Outputs	
Outcomes / Indicators:	