

For official use only:

Ref: SY2407

Logged ☐
Scanned ☐

Dundee Partnership **Community Regeneration Fund**

Grant Application **2023/24**

Applicant Information	
Name of Applicant Group	St Mary's CC LMG
Activity Title	Children's Work
Grant Requested (£)	9,974.80

- 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
East End	Physical & Environmental Improvement
Lochee	Youth Inclusion X
Maryfield	
North East	

Strathmartine X

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 ☐

Fully completed the information on the front of the form ☐

Provided a response to all sections of the application form
(including indicating a section as 'N/A' where relevant) ☐

Checked that your budget adds up properly? ☐

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? ☐

Included appropriate, measurable outputs & outcomes? ☐

Provided your groups accounts, or other appropriate financial information? ☐

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)

Checked that the bank details or financial code are correct / complete? ☐

Signed the form and given accurate contact details? ☐

Who is the grant for? (Name of Applicant Group / Department)	St Mary's Community Centre LMG		
Did you receive a Dundee Partnership grant during 2022-23? (If yes, list all grants below)			YES
Title of project funded	Amount granted	When	Was it fully spent?
SY2301 Children's Work	£7099	Apr 23	Ongoing

S2314 Holiday Programme	£1370	Jun 23	Yes
S2316 Music Tuition	£2570	Jul 23	Ongoing
S2322 Fire Doors	£1118	Dec 23	Yes

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

To provide salary costs for two children's workers to continue providing twice weekly children's club sessions where children from P1-4 & P1-6 attend free, fun and activity-based sessions after school.

To provide salary costs for music tutor to allow the existing free keyboard & guitar classes for young people to continue.

To purchase resources and refreshments for the clubs.

To provide entertainment and refreshments at children's parties at Halloween and Christmas.

To provide a summer programme for families to spend time together taking part in organised activities at the centre and go on a day trip together.

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

City Plan: Reduce child poverty and inequalities in income, education and health.

Strathmartine Local Community Plan: Improve health and wellbeing outcomes for children and young people who experience inequalities.

How many people will benefit from this project?

Wider community.

16 people for each twice weekly session (32)
83 on day trip
40 per party x2 (80)
20 for music sessions
40 x4 sessions at summer programme (160)

Will any specific groups benefit from this project? (male, female, age range or protected characteristic) Families and young people.

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

Local people are looking for things to do for their children in the local area and also with their children during school holidays when they have a lot of time to spend together and not enough spare cash to spend on activities for the duration of the long summer break.

The children's work provides a safe space for children from the 2 local schools to attend in a fun and educational setting where they meet other children and develop positive relationships with peers and adults.

The music sessions have been operating since last year and has allowed younger children the opportunity to learn a musical instrument at no cost to their parents. Parents have shared that the cost of sending their children to a music tutor would not be affordable for them. There is extremely limited music tuition offered at primary school and this opportunity allows them to develop an interest and skill that can see them continue in higher education and possibly as a career.

Children are benefitting from the interactive aspects of children's clubs and music tuition that is helping their personal development. One music student performed at the centre's Christmas grotto as a result of increased confidence.

Ongoing rising costs of basic household items are continuing to challenge families and they are appreciative of the opportunities offered to them by the community centre as they can meet other families and do things they may not be able to afford if funding was not available to the centre.

What local consultation has taken place regarding this application?

(Please attach evidence summarising the results of any consultation)

The LMG discuss activities and programmes at monthly meetings and share what they have been told by parents and other family members about the need for their children to have the opportunity to try new things in their community. Parents have shared details of costs for other groups and activities that prevent them from taking their children along but they can send their children to the centre as their programme is free or very low cost.

Parents have shared that they have purchased musical instruments for their children as they wanted to practice their new skills at home.

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?)

Parents/carers share thoughts with LMG volunteers and community workers.

LMG discuss issues in their community at monthly meetings.

SFDW and OPFS worker have referred families to attend the activities at the centre and have shared information that they have children and families that would benefit from the range of opportunities continuing in the community centre.

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

(Refer to Section 1 of the Guidance Notes)

Cost of living is still affecting households and limiting their access to cash for things that are not deemed essential. The community centre is open for all in the community and many that use the services on a regular basis are from households that would not be able to afford to access to similar activities elsewhere due to costs.

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

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)	£
Youth Diversionary Fund and Police Scotland Community funding of £408 was received to cover music lessons from May to June 2024.	210
The centre will pay £50 deposit for coach and charge of £2 person for trip will be put towards entrance costs to Active Kids.	

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 (£)
Children's workers x2	4924.80	4924.80

Payroll costs	110	110
Coach	450	400
Active Kids	631	471
Crafts	270	270
Resources & refreshments	250	250
Disco	300	300
Facepainter	60	60
Scrapantics	250	250
Xmas tree	60	60
Xmas music	72	72
Xmas gifts	127	127
Snacks	320	320
Inflatables	200	200
Music Tuition	2160	2160
Totals	10,184.8	9,974.80

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)
Quotes.

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

Number of people attending the activities and feedback from children and their parents/carers.

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>)	15/4/24
What is the planned end date of the event/activity?	31/3/25

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: City Plan: Reduce child poverty and inequalities in income, education and health.	
Strathmartine Local Community Plan: Improve health and wellbeing outcomes for children and young people who experience inequalities.	
Purpose of activity / project within this Outcome: To provide opportunities for local young people to take part in a range of activities aimed at increasing their skills, knowledge and confidence.	
	Target 2023-24
Outputs	
60 music sessions	60
40 twice weekly session children's group sessions	80 sessions
1 day trip	1 trip
2 parties	2 parties
4 sessions at summer programme	4 family sessions
Outcomes / Indicators:	
20 children attend music sessions	20
83 people on day trip	83

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