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Dundee Partnership **Community Regeneration Fund** **Grant Application** **2023/24**

Applicant Information	
Name of Applicant Group	Fintry Community Playgroup
Activity Title	Playgroup
Grant Requested (£)	15,811.65

- 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 type="checkbox"/>
Lochee	<input type="checkbox"/>
Maryfield	<input type="checkbox"/>
North East	<input checked="" 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 checked="" 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 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 and given accurate contact details?	<input checked="" type="checkbox"/>

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Who is the grant for? (Name of Applicant Group / Department)	Fintry Community Playgroup		
Did you receive a Dundee Partnership grant during 2022-23? (If yes, list all grants below)			YES / NO
Title of project funded	Amount granted	When	Was it fully spent?
Playgroup	8037.00	March 2023	yes

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

The grant will be used to fund a community playgroup for children aged 18months-5years in the Finmill Centre.

It will run everyday term-time, 9am (preparation time) for staff, 9.15am-11.15am for children and their parents/carers. Tidy up and writing up children's plans, provision daily diaries and follow up any issues arising. The time will also be used as a daily briefing for staff, finishing at 12 noon. It will be run by a qualified senior practitioner and a qualified practitioner and complimented by parent/carers volunteers.

The playroom will be set out to encourage children's natural curiosity. Activities will be provided to support holistic development, including using the outdoor space. These activities will be directly linked to the Curriculum for Excellence, Play Principles and will follow GIRFEC.

Children will be offered a healthy snack mid-morning prepared by staff who have food hygiene certificates.

Staff are available for informal chats at the end of the session.

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

How many people will benefit from this project?

Will any specific groups benefit from this project? (male, female, age range or protected characteristic)
 Children aged 18mths-5yrs.

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

There are no playgroups in this area. Play is an essential element in children's holistic development and in particular creative play. This fundamental in improving children's physical, social, cognitive, and emotional development, making it the perfect way to boost and develop basic skills for everyday life.

The grant would be used to support playgroup for children aged 18months – 5 years. This would introduce children to activities they may not do at home.

Playgroup is a safe and nurturing environment for children to engage socially, possibly for the first time. Parents/carers can also be supported in leaving their child for the first time, meet other parents of children of similar ages or

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development stage. Staff can also offer support with development needs ensuring children are reaching their milestones, encouraging them to reach their potential. Children all develop at their own pace and supporting parents to realise this and not worry is vital. Playgroup is an essential part of the community giving a safe space for children to express themselves and learn new skills. Building children's emotional confidence is an important step in a child's development, promoting independence. Parents can meet other parents of children of the same age, sharing experiences and building emotional confidence and autonomy for themselves and their child. Play is an important learning tool for children and encourages imagination and creativity. Staff will support this through careful planning to meet the children's individual needs. Outdoor play will also be available using the outdoor space at the Finmill Centre to promote physical development and promote children's natural curiosity.

Overall, playgroup will be a safe space for both children to express themselves and learn together with their friends. Providing support, encouragement and promoting the holistic development of the children in a safe, welcoming, nurturing environment is at the core of playgroup, allowing children to be active learners and thinkers which is essential for their future development.

What local consultation has taken place regarding this application?

(Please attach evidence summarising the results of any consultation)

Feedback from those in the community who attend playgroup has been positive and the continued enquiries from parents/carers looking for spaces.

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 have been contacting playgroup through the Facebook/Instagram page and at the local schools asking about spaces. The Finmill centre administrator has also been receiving phone calls. Parents have also been coming into the centre looking for playgroup. There are very little pre-school activities in the area and none that offer parents the opportunity to build up their confidence and their children's confidence at separation in a way that meets both their needs.

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

(Refer to Section 1 of the Guidance Notes)

Playgroup will be low cost for families, £3 a session to help build funds and cover any extras that may be needed over the term of the funding. A healthy snack is also provided at playgroup, supporting children's well-being.

This will allow children an opportunity to make friends, share experiences and to develop a sense of belonging. Supporting the wellbeing of the families is an essential element of playgroup and encouraging families to join activities they may not have had access to before. Families coming into the Finmill can see what other activities are available for them to join in.

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)

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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)	£
A&C Engineering (snack and materials)	200.00

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 (£)
Senior Qualified Practitioner	8302.50	8302.50
Qualified Practitioner	7509.15	7509.15
Totals	15,811.65	15,811.65

- **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

Playgroups reserves are below 3 months operating costs. The accountant for playgroup is finalising the accounts, from previous years to now, and knows we need them for this application. As soon as we have last year's accounts, I will pass them on. This is the final step in bringing Playgroup up to date and able to move forward with next years accounts.

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What other documents are you attaching to evidence the budget costs for this application?
(e.g. quotes, estimates, projected income and expenditure)

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

Staff will be recording in daily diaries and keeping children's personal plans up to date. We will also engage parents and carers through surveys and group discussions. Photographs will also be taken of the children at play (with parental permission). Parents will also be asked for feedback and evaluations.

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 (see section 2 of the guidance notes)

1st April 2024

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

31st 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:	
Purpose of activity / project within this Outcome:	
	Target 2023-24
Outputs	
We need to improve life chances for children and families. Offering a programme of regular social interaction for children and their families that supports holistic wellbeing of the child and parent.	20 children and their families improve health and well-being.
Outcomes / Indicators:	
Number of children who will have regular social interactions supporting well-being.	20 children

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

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Outputs	
Outcomes / Indicators:	

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