

For official use only:

Ref: NEY2410

# **Dundee Partnership** **Community Regeneration Fund**

## **Grant Application** **2024/25**

<b>Applicant Information</b>	
<b>Name of Applicant Group</b>	NE Ward Community Empowerment Team
<b>Activity Title</b>	Dolly Parton's Imagination Library
<b>Grant Requested (£)</b>	£1300

- 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
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PLEASE INDICATE WHICH TYPE OF GRANT YOU ARE APPLYING FOR
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Coldside	Small Grant
East End	Physical & Environmental Improvement
Lochee	Youth Inclusion x
Maryfield	
North East	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 <a href="mailto:dundee.partnership@dundeecity.gov.uk">dundee.partnership@dundeecity.gov.uk</a>
Strathmartine	

## 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?

x

(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?

x

Signed the form, given accurate contact details and ticked the GDPR box?

x

<b>Who is the grant for?</b> (Name of Applicant Group / Department)	Community Empowerment Team / LCPP		
<b>Did you receive a Dundee Partnership grant during 2023-24?</b> (If yes, list all grants below)			<b>YES / NO</b>
<b>Title of project funded</b>	<b>Amount granted</b>	<b>When</b>	<b>Was it fully spent?</b>
Family activity passes	5358	June 24	N/A
Finmill Family Fun Club	1468	June 23	Underspend of £100.09

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

The grant is being requested to enable us to run the Dolly Parton's imagination library book gifting service for children from birth to 5 years old in the Whitfield area. The library will provide an opportunity for families to receive high quality books from penguin publishers each month which are age and stage appropriate and will be sent directly to them.

Titles are published by Penguin and are selected by a panel of experts in early childhood development and reading.

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

- Reduce child poverty and inequalities in incomes, education and health.

**How many people will benefit from this project?**

100

Will any specific groups benefit from this project? (male, female, age range or protected characteristic)  
Children are the target group

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

Literacy attainment figures for the areas in Whitfield which will be targeted are stark reading with 45% of children in one of the areas achieving their expected level in literacy by the end of p1 in comparison to the Dundee average of 72%. Evidence shows us that reading books with children from birth not only supports the

development of language and literacy but supports the bonding between caregivers and babies and can be correlated with improved academic outcomes at age 5.

Evidence for the project from other regions across Scotland highlights parents felt shared reading had a calming effect on their children leading to more relaxed bedtimes.

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

(Please attach evidence summarising the results of any consultation)

We have been meeting with local families in the Whitfield area as part of what matters to you. Local people have been supportive of the project and the intention is that local people will also be involved in the running of the project.

**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 project proposal came from our LCPP chair who is the head of service for education and learning.

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

The project will tackle deprivation through removing the cost barrier families may experience.

**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)

<b>What other sources of funding have you secured / tried to secure for this project?</b> <ul style="list-style-type: none"> <li><b>If none, please state why this is the case</b></li> </ul> (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 matters to you	1300

<b>What are the costs of your activity and how much money is required?</b> Please give specific details (expand list / use an additional sheet if required) and provide <u>all</u> 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 (£)
Annual book subscription per year for 100 children	2600	1300
<b>Totals</b>		

<ul style="list-style-type: none"> <li><b>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</b></li> <li><b>If reserves held are less than three months operating expenses please confirm this below</b></li> </ul> 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)

Getting started booklet with costings will be sent as an additional attachment

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

The outputs data will be collected on numbers registered with the service with feedback being gathered throughout the year to monitor the outcomes.

<b>What is the planned start date of the event/activity?</b> Please note turn around on applications is 6 - 10 weeks and funding cannot be retrospective ( <i>see section 2 of the guidance notes</i> )	November 2024
<b>What is the planned end date of the event/activity?</b>	March 2024

## 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:** Reduce child poverty and inequalities in incomes, education and health.

**Purpose of activity / project within this Outcome:** To reduce barriers to accessing high quality books



	Target 2024-25
Outputs 100 children to be registered for the service	100
Outcomes / Indicators: Children will have improved literacy / speech	100

<b>City Plan / Local Community Plan Outcome:</b>	
<b>Purpose of activity / project within this Outcome:</b>	
	<b>Target 2024-25</b>
Outputs	
Outcomes / Indicators:	