

Dundee Partnership
Community Regeneration Fund

Grant Application (Ferry / West End)
2023/24

Applicant Information	
Name of Applicant Group	City Church Dundee
Activity Title	Toilet improvements – including accessible toilets and baby change
Grant Requested (£)	£5000

The Local Community Planning Partnerships (LCPPs) in the Ferry and West End will examine their existing Local Community Plans to identify outstanding actions with a direct relationship to community regeneration and consider allocation of some or all of their available funding to commissioning works that would allow achievement of these agreed priorities. Each area has an allocation for 2023/24 with which to commission activities, and so activities that attract external funding may be prioritised.

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 ward, 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

The Ferry ☐

West End ☒

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"/>

Who is the grant for? (Name of Applicant Group / Department)	City Church Dundee		
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?

Community Café and Larder (Fresh food support fund)	£1500	July 2022	yes
Community Café and Larder food bags (Winter food fund)	£339.62	Dec 2022	yes
Community Café and Larder food bags (Winter food fund)	£2000	Dec 2023	not yet (we have until March 24)

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

We are planning a range of upgrades to our buildings including a much needed upgrade of toilet facilities in our community halls, to include accessible toilets and baby change provision. We are proposing to complete the work in-house with volunteers in order to keep costs down.

We are asking you for help with the cost of materials, which we estimate will be around £5000. This will include new cisterns, wash hand basins and urinals, the baby change and accessible toilet fittings and new floor coverings.

The improvements will benefit all of the many users of our facilities. We currently have a footfall of around 1000 community users per month, plus regular church activities accounting for a further 750 visits a month. We host a range of recovery groups, a popular community café and larder service and a number of community groups who rent space in our facilities – all of whom will benefit from these improvements. Once our building improvements are completed we anticipate a significant increase in footfall as the space will be more attractive, more accessible and more comfortable to use.

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

“We need community facilities in the West End” (Local Community Plan 2022-2027)

How many people will benefit from this project?

Will any specific groups benefit from this project? (male, female, age range or protected characteristic)

Our current users come from all sectors of the community. In particular, we welcome those who attend the support groups that we host such as those struggling with addictions or seeking employment training. Our community cafe is the regular meeting space for the “Blethers Group” of the local Pensioners’ Forum, with 25-30 pensioners attending every week, a number of whom have mobility issues, other

health issues, or face significant social isolation. Our accessible toilet facilities will be of direct benefit to users with disabilities, and the addition of baby change facilities will make life easier for those with babies and young children.

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

The Friary is situated in an area with very few community facilities, as recognised in the Local Community Plan. We have a well established track record of providing practical help and a warm welcome to all comers, and are working hard to create an improved space from which to serve the community. Our building is old and tired, and new toilets are urgently needed, for comfort, practicality and accessibility for all users.

This is part of a much larger programme of improvements which will include substantial fire safety improvements and provision of a training kitchen to support the employment skills training provided by the Reconnection Project hosted on our site. We are also planning to install a new heating system and solar PV panels (subject to Listed Building consent) which will significantly reduce our carbon footprint, as well as our heating bills.

With such a large programme of works, we are looking for people to partner with us by helping with funding. The improvement of toilet facilities is such a fundamental factor in making members of the community feel well cared for when they visit, and we would be very grateful for any support that the Community Regeneration Fund can offer.

What local consultation has taken place regarding this application?

(Please attach evidence summarising the results of any consultation)

We have sought feedback from some of our regular user groups. (See below for letters of support)

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?)

Letters of support from three different user groups are attached.

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

(Refer to Section 1 of the Guidance Notes)

The Friary is located just within the northern boundary of the West End ward, close to areas of Balgay and Logie, which are SIMD 1-3

We are also right on the edge of several areas of significant deprivation in the Lochee ward (SIMD 1 and 2), and many of our regular users come from these parts of the city.

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)
Building Warrant and Planning Consent for the main building works are agreed.
We have not yet applied for permissions for the proposed solar panel installation.

How will the planned project be maintained? (please state who will be responsible for this)
As part of our regular in-house maintenance programme, under supervision of our Facilities Manager.

What is the expected 'life' of the improvement? (e.g. before it will require replacement)
Expected lifespan of the toilet facilities is 20 years.

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)
Yes, this could be arranged.

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)

£

National Lottery Awards for All funding for further upgrades to the community spaces (kitchen refurb, new carpets and lighting, redecoration, reopening boarded up windows)

10,000

Applied to Screwfix Foundation for support, but unsuccessful.

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 (£)
Materials only		
4 x wash hand basins and taps whb link with price tap link with price	599.84	599.84
6 x toilets toilets link with price	954.00	954.00

double urinal urinal link with price	364.80	364.80
5 hand dryers hand dryers link with price	431.90	431.90
Doc M accessible toilet unit pack link with price + required valve link with price	358.20 78.43	358.20 78.43
baby change table baby change link with price	149.99	149.99
6 x mirrors mirrors link and price	108.00	108.00
non-slip floor covering 39m2 @ £30 per m2 floor fitting estimate website	1170.00	1170.00
plumbing supplies spreadsheet here	716.68	119.77
project overseer- 40 hrs @£12 per hour (real living wage)	480.00	480.00
redcoration - 20L washable paint paint link and price - plaster repair kit x2 crack repair kit and price - finishing plaster x 3 finishing plaster link and price	135.12 19.98 29.97	185.07
Totals	5477.11	5000.00

- **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 unrestricted 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

Accounts show that unrestricted reserves are less than three months operating expenses.

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

Prices for hardware are shown in the links in the above table.

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

Output will be completion of the toilet upgrade plan - new accessible toilet and baby change, renovation of existing toilet facilities.

We will survey user satisfaction with the facilities within 6 months of completion, and expect at least 75% positive responses.

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

15/01/2024

Please note turn around on applications is 6 - 10 weeks and funding cannot be retrospective (see section 2 of the guidance notes)	
What is the planned end date of the event/activity?	31/03/2024

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: "We need community facilities in the West End" (Local Community Plan 2022-2027)	
Purpose of activity / project within this Outcome: We are already a busy hub within the community, with a footfall of around 1000 visitors a month. This project will improve the toilet facilities, including providing an accessible toilet and baby changing facilities, creating a more attractive and welcoming space for all users.	
	Target 2023-24
Outputs	
Community space is upgraded with accessible and baby-friendly facilities added	
Outcomes / Indicators:	
User satisfaction with facilities (gauged by survey) is at least 75% positive	

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

