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Dundee Partnership
Community Regeneration Fund
Grant Application
2023/24

Applicant Information	
Name of Applicant Group	Stobswell Forum SCIO
Activity Title	Stobswell District Shopping Centre Christmas Lights x 15 Lighting Columns,. (Part of the Stobswell Festive Celebration 2024 Project)
Grant Requested (£)	£8,805.14

- 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

PLEASE INDICATE WHICH TYPE OF GRANT
YOU ARE APPLYING FOR

Small Grant. X

East End	Physical & Environmental Improvement
Lochee	Youth Inclusion
Maryfield x	
North East	
Strathmartine	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?

☐

DUNDEE PARTNERSHIP FUND CRF GRANT APPLICATION

DUNDEE PARTNERSHIP FUND CRF GRANT APPLICATION

Who is the grant for? (Name of Applicant Group / Department)	Stobswell Forum SCIO		
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?
Stobswell Advice Cafe	£500	Mar 23	Yes *
Baffin St Backies	£1,015	Apr 23	Yes *
Stobswell Voice	£3,564	Apr 23	Yes
Stobswell Connect	£5,000	Apr 23	Yes
Albert St Christmas Lights	£3,969	Jul 23	Yes
Stobswell Connect Cosy Places	£300	Dec 23	Yes
* Stobswell Forum supply banking facilities for this project.			

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

DUNDEE PARTNERSHIP FUND CRF GRANT APPLICATION

We plan to bring additional festive cheer to the Stobswell and Maryfield Community in the form of installing 15 braided Christmas lights to the existing lighting column's around Albert St in the District Shopping Centre.

These lights would be turned on at the start of the festive period in conjunction with the Morgan Academy Annual Carol Concert and remain on during the festive period to early January each year.

This will be part of the Stobswell Festive Celebration 2024 and will build on the very successful installation of the original lighting project carried out as part of the 2023 Festive Celebration.

These lights will continue to answer repeated requests over many years from traders, residents and visitors to the area for Christmas Lights to be placed in the centre of the community where locals can more easily enjoy the festive cheer rather than needing to travel to the city centre thus strengthening our plans of supporting the 20 minute neighbourhood, the project will also provide the district shopping centre with an additional boost at this important time of the trading year.

Note

We won't have the final placing of the lighting columns as they will be identified as part of an on street survey to ensure that there is no disruption to local residents due to light pollution. We will also take into account the planned lighting changes as part of the Eliza St regeneration project.

This project builds on the success of the initial lighting project carried out in the build up to the 2023 festive period and continues to support the District Shopping Centre focused on Albert St.

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

DUNDEE PARTNERSHIP FUND CRF GRANT APPLICATION

This project will help to address a number of the issues raised in the latest DCC Local Community Plan for Maryfield 2022-2027 including the following;

- * Cost of Living Crisis - The project will help local people by reducing the need to travel outwith their community during the festive period.
- * Sustainability of Albert St - encourage local people to visit and shop locally in the District Shopping Centre.

In addition the project will enhance the lived environment within the Albert St District Shopping Centre making it more likely that people will shop within their local neighbourhood reducing pollution and supporting the circular economy.

This project builds on the successful installation of the original 15 lighting columns in the build up to the 2023 Festive period and similar installations which are currently in place in Menzieshill, Scone, Invergowrie and Lochee all either supported or advised by the Tayside Lighting Partnership

How many people will benefit from this project?	Whole Community
Will any specific groups benefit from this project? (male, female, age range or protected characteristic)	
The whole community will benefit from this project, it will encourage local people and those from other areas to visit Albert St and spend money in the district shopping centre enhancing the wellbeing and economy of the whole area.	
Stobswell itself has around 11,000 residents who will be in close proximity to the project and benefit directly during the period the time the lighting columns are illuminated, in addition the area being illuminated is currently subject to heavy traffic flow which will allow many additional people to view the project during the month of December.	

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

DUNDEE PARTNERSHIP FUND CRF GRANT APPLICATION

The Stobswell community faces many challenges arising from poverty with areas close to the project featuring prominently in the Scottish Governments index of Multiple Deprivation.

The Albert St District Shopping Centre is a key part of our community and vital to the wellbeing of the whole area, this project will support the traders and the employment that is generated while also bringing winter cheer to all of those living in the community and encourage residents living a little further away to visit and shop in the area.

The 2024 project builds on the original project which delivered festive lighting to 15 columns at the top end of Albert St, this project was overwhelmingly welcomed by local people and the wider Dundee public as measured through the response to posts made on the Stobswell Forum's social media channels.

What local consultation has taken place regarding this application?

(Please attach evidence summarising the results of any consultation)

We have had ongoing discussions with stakeholders including local traders and residents who have consistently over an extended time period asked for events and attractions during the winter months.

They have specifically referenced the lack of Christmas/Festive/Winter street lighting in the area and compared it unfavourably with other areas within the city and other town across Scotland.

Reference has also been made to the lack of environmental investment in the area over a long period of time and the feeling amongst local residents of neglect in local infrastructure.

We have also have a very positive response to the initial project where 15 lighting columns hosted festive lighting in the run up to the 2023 Christmas celebration.

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?)

DUNDEE PARTNERSHIP FUND CRF GRANT APPLICATION

The Stobswell Forum have seen consistent support for events over the winter period in the Stobswell area with growing attendances at other Festive/Winter Celebration events including the Morgan Christmas Carol Concert, Light Nights in Baxter Park and Malcolm St and the ever growing popularity of the North Pole Post Office on Albert St.

We have also seen growing participation in the Stobswell Festive Appeal with increasing numbers of local traders and residents keen to become involved and work to improve the community through supporting less fortunate residents.

Business people in the Albert St Shopping Centre have been consistent in their support for increased Christmas/Festive events in the local area as a way of supporting their trading in what is a vital period in the year.

And as we have said earlier in this application the response to the initial project in 2023 was hugely positive and welcomed by everyone who came into contact with the Stobswell Forum.

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

Areas within Stobswell feature prominently in the Scottish Governments index of Multiply Deprivation and the Dundee City Council have highlighted Stobswell West which is situated very close to the project as an area for increased support as highlighted in the new City Plan 2022-2027.

The project aims to increase footfall in the Albert St District Shopping Centre, help secure improved employment opportunities and increase the wellbeing of all those living locally and visiting the area.

This project will also support the environmental works already been carried out in Lamglads St and Craigie St and the anticipated new works in Eliza St.

It will also further increase the ambient lighting in an area that could feel dark and foreboding in the depth of the darkest months of winter making people feel safer and more likely to venture out to shop or participate in festive season events.

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

DUNDEE PARTNERSHIP FUND CRF GRANT APPLICATION

Have all relevant permissions been agreed? (please state what these are)

Yes, Tayside Lighting Partnership

How will the planned project be maintained? (please state who will be responsible for this)

The Tayside Lighting Partnership will manage the installation and maintenance of the lighting units

What is the expected 'life' of the improvement? (e.g. before it will require replacement)

The plan is for the lights to be turned on for the month of December on an annual basis, giving an expected life of a minimum of five 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)

While there isn't an opportunity to have a plaque on the project itself the Forum could place a sign within the Stobswell Connect shop at 170 Albert St to support the finding of the project.

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)	£
We are making a funding application to Persimmon Homes Community Fund to support our Festive activities in 2024	£6,000
We plan to make an application to the DCC Festive Fund to support other activities related to the Stobswell Festive Celebration in 2024	£5,750
<p>The funding application has been set at a financial level that without knowing the 2024 CRF financial settlement the Forum hope that the Maryfield Regeneration Forum will find it possible to support.</p> <p>Note; There was a significant overspend on the 2023 Christmas Light Project Budget of £3,761.74 due to not securing other funding, this was met from Stobswell Forum reserves.</p>	

DUNDEE PARTNERSHIP FUND CRF GRANT APPLICATION

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 (£)
Quotes have been scaled to 15 units and values		
amended to include VAT		
Christmas Lights District Shopping Centre x 15		
Purchase, Delivery, Installation and Maintenance		
Tayside Lighting Partnership/Tayside Contracts	£6,186.14	£6,186.14
Blanchere Illuminations Ltd	£2,619.00	£2,619.00
Morgan Carol Concert, 2 x Light Nights, North Pole Post Office and Festive Appeal 2024	£7,779.00	£0.00
Stobswell Festive Celebration 2024 - Totals	£16,584.14	£8,805.14

- **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

Project Site Plan

Annual Accounts 2022/23 (new accounts will be available in April 2024)

Management Accounts

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

DUNDEE PARTNERSHIP FUND CRF GRANT APPLICATION

We will monitor the impact through our social media channels, by talking to the traders in the District Shopping Centre and in conversation with local people during the Festive Celebrations in 2024.

We will also work with the DCC Community Empowerment Team to monitor the impact made on the wellbeing of local people.

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>)	1st December 2024 (then annually)
What is the planned end date of the event/activity?	Early January 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	
Installation of Braided Christmas Lights on 15 Lighting Columns in the District Shopping Centre	Installation complete in 2024.
Outcomes / Indicators:	
Provide Festive cheer to local people and visitors	December 2024
Support local traders in the District Shopping Centre	December 2024

City Plan / Local Community Plan Outcome:

DUNDEE PARTNERSHIP FUND CRF GRANT APPLICATION

Purpose of activity / project within this Outcome:	
	Target 2023-24
Outputs	
Installation of Braided Christmas Lights on 15 Lighting Columns in the District Shopping Centre	Installation complete in 2024.
Outcomes / Indicators:	
Allow the residents of Stobswell West the opportunity to experience Festive Lights without traveling outwith the local area	December 2024
Improve the community space in the District Shopping Centre making it more attractive to visitors	December 2024