

Ref: NE2503

Dundee Partnership **Community Regeneration Fund**

Grant Application **2025/26**

Applicant Information	
Name of Applicant Group	Lifegate Cafe
Activity Title	Free Community cafe
Grant Requested (£)	5000

- 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	
Lochee	Youth Inclusion

Maryfield

North East*****

Strathmartine

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 dundee.partnership@dundeecity.gov.uk

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, given accurate contact details and ticked the GDPR box?

☐

Who is the grant for? (Name of Applicant Group / Department)		Purchasing food for the free cafe	
Did you receive a Dundee Partnership grant during 2024-25? (If yes, list all grants below)			YES
Title of project funded	Amount granted	When	Was it fully spent?
Café food	5000	2024-2025	Yes

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

We would use this grant to purchase food for the cafes.

We run two cafes per week and the food is free to those struggling financially.

We provide hot nutritious meals and snacks.

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

How many people will benefit from this project?	100 per week
Will any specific groups benefit from this project? (male, female, age range or protected characteristic)	
There are no specific groups. Awe have a variety of people, all ages use the café.	

Please say why the project is needed (please limit your answer to 500 words or less)
The footfall through the doors show the café is still very much needed in our community.
Poverty and fuel poverty, social isolation and loneliness are still evident in the area.
People speak to the keep well nurse and are advised about health problems.
The community workers are on hand to help with any worries and questions.

What local consultation has taken place regarding this application?

(Please attach evidence summarising the results of any consultation)

It is ongoing support and consultation from local community workers and visitors.

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?)

It addresses the need for good health and wellbeing in the community

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

(Refer to Section 1 of the Guidance Notes)

We would look to provide nutritious food for those struggling financially and a warm space to combat fuel poverty.

We will also help the socially isolated and lonely have friendship and company.

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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)	£
Waiting on response from local funders Lifegate Church	£3000

£

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 (£)
Rent 12x £700	£8400	0
Heating	£3000	0
Food and groceries	£8500	£5000
Totals	£19900	£5000

- **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)
Bank Statement because the true amount in the café is not reflected in the church bank statement as we are trying to buy the building.

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

We keep a note of how many people attend and those who ask for food parcels.

Twice a year we ask for written comments from the visitors.

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>)	Ongoing
What is the planned end date of the event/activity?	Ongoing

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: Responding to cost of living crisis and social isolation and loneliness

Purpose of activity / project within this Outcome:

	Target 2025-26
Outputs	
Provide hot nutritious food to tackle cost of living crisis.	100 people per week
Outcomes / Indicators:	
Better health in the visitors	

City Plan / Local Community Plan Outcome:	
Purpose of activity / project within this Outcome:	
	Target 2025-26
Outputs	
Outcomes / Indicators:	