

Dundee Partnership Community Regeneration Fund

Grant Application 2024/25

| Applicant Information | |
|-------------------------|------------------------------------------------------------------------------|
| Name of Applicant Group | Lochee Community Larder & Café SCIO |
| Activity Title | Running costs for Food larder, community café, warm space and Community shed |
| Grant Requested (£) | 4,500 |

- 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 checked="" type="checkbox"/> |
| Maryfield | <input type="checkbox"/> |
| North East | <input type="checkbox"/> |
| Strathmartine | <input type="checkbox"/> |

| PLEASE INDICATE WHICH TYPE OF GRANT YOU ARE APPLYING FOR | |
|----------------------------------------------------------|-------------------------------------|
| Small Grant | <input checked="" type="checkbox"/> |
| Physical & Environmental Improvement | <input type="checkbox"/> |
| Youth Inclusion | <input type="checkbox"/> |

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 | <input type="text" value="Yes"/> |
| Fully completed the information on the front of the form | <input type="text" value="Yes"/> |
| Provided a response to all sections of the application form (including indicating a section as 'N/A' where relevant) | <input type="text" value="Yes"/> |
| Checked that your budget adds up properly? | <input type="text" value="Yes"/> |
| 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 type="text" value="Yes"/> |
| Included appropriate, measurable outputs & outcomes? yes | <input type="text" value="Yes"/> |
| Provided your groups accounts, or other appropriate financial information? | <input type="text" value="Yes"/> |
| 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 type="text" value="n/a"/> |
| Checked that the bank details or financial code are correct / complete? | <input type="text" value="Yes"/> |
| Signed the form, given accurate contact details and ticked the GDPR box? | <input type="text" value="Yes"/> |

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| | | | |
|------------------------------------------------------------------------------------------------------|-------------------------------------|-------------|----------------------------|
| Who is the grant for? (Name of Applicant Group / Department) | Lochee Community Larder & café SCIO | | |
| Did you receive a Dundee Partnership grant during 2023-24? (If yes, list all grants below) | | | YES / NO |
| Title of project funded | Amount granted | When | Was it fully spent? |
| Running Costs | 5000 | May | Yes |
| Fresh Food Support | 2750 | July/Jan | Yes |
| Winter CoL vouchers | 3500 | December | Yes |
| CoL – warm spaces | 290 | March | Yes |

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

Help with running costs for the following services

Lochee Community Larder & Café SCIO (LCLC) is a charity made up of a team of around 20 dedicated volunteers and 2 employees, whose aims are to provide low-cost food and household essentials whilst reducing food waste. We run our services from shop units in Lochee area of Dundee, which is considered to be an area of deprivation (SIMD, 2020). Many of our members struggle weekly to make ends meet and simply cannot afford to shop in supermarkets and still have money left over for household bills.

In addition to our larder shop services, we also operate a community café/ social area where people can come together, enjoy some chat and generally get a sense of community. We offer our customers a breakfast and lunch at no cost - although there is an option to pay it forward - alongside cakes and biscuits and hot & cold drinks. We aim to help reduce feelings of social isolation and make a stronger community

Our café has become an essential service in the Lochee area helping people to deal with social isolation. We also open some evenings and weekend as a cosy community space for anyone to come and enjoy, feel safe and keep warm. This has grown into a great community hub and we again always provide a free hot meal, drinks and biscuits to everyone who needs.

There are always volunteers in the café area to chat to people and help anyone feeling isolated socially. We now have a volunteer community guider trained in Cash First and dedicated to helping out members or making phone calls to welfare rights etc if needed. Once a week we have a housing officer run a drop-in session There is also customer access to a laptop available too. This all helps our customers have less worry around finances and food and fuel poverty

This year plans are in place for us to merge the running of the Lochee Community Shed SC051605 into one of the LCLC services, which means taking on their running expenses also, although savings should be made against running the two separately.

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We also are introducing smaller projects eg a men's club in conjunction with DCC development officers and a food project with the local primary school.

As part of the merging of the Shed we are taking over the lease of their 2 units at Whorterbank. One will continue running as a shed under LCLC and the other we will use as an additional storage unit as this is really needed to keep up with the demand we are seeing for our larder. With this in mind we would like to ask for help with our rent for the coming year 24-25.

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

Building stronger communities

How many people will benefit from this project?

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

All groups will benefit from our services.

Our services are open to everyone in the community and with the current numbers we are seeing, over 20,000 benefitting every month.

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

Lochee Community Larder have been providing our food service in Whorterbank for 4.5 years and are expanding our services every year due to the demand from the local community.

We report numbers using the services to Faith in the Community as part of Dundee City Council's free food programme and find that we reach over 4000 adults and children per week. By this we mean we will count the whole household for the person shopping. A lot of shoppers also pick up food for their friends/neighbours/extended family.

Our cafe area is a safe and welcoming space where people can come to chat, socialise and access additional help and signposting for benefits advice etc if needed.

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This past year we have been concentrating on making sure we can cope with our expanding services. We mostly rely on volunteers from the local community to help us run smoothly and so also provide opportunities for people to get involved and contribute.

We have queues every day the larder is open and need to be able to store enough stock to get the shelves re-stocked to keep up with demand. To help with this one of the storage units we are taking over in Whorterbank has become a second storage unit.

The Shed will add another valuable side to our service. They are a team of volunteers as opposed to experts, who aim to work together sharing skills to make the community a better place. "We use the community to build a community – helping each other". We have for example a recovering addict who now feels he has a place in society and can provide work that he can show others and be proud of. This in turn has helped him turn his life around now settled in own housing etc. helped via our drop in housing service

What local consultation has taken place regarding this application?

(Please attach evidence summarising the results of any consultation)

Meetings have taken place with local schools and parents who are very supportive of our projects

All members/customers are invited to join our AGM

We have an anonymous customer feedback section where our customers can let us know how we are doing and how we can improve, and we also take on board verbal suggestions and feedback that we receive regularly.

We are in continuous dialogue with our regular and new members always gaining valuable insights about the running of our charity

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 high number of members using the services of the larder and café as well as community cosy space in the evenings and weekends which is always busy

We have many regulars from the local community who just come in to use the cafe and catch up.

We are serving 100+ meals a day in the café and a further 30-45 during the cosy space opening hours

New friendship groups being created

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

Our Larder provides free and low-cost food to our customers and are the middle ground for those who cannot afford to provide food for their families by using a traditional supermarket, but who do not qualify for a foodbank referral. Our £6 shopping bags typically provide balanced meals for a family of 4 for around 4 days.

Our cafe area is a space where people can come and meet with others and have a free home cooked substantial meal as well as tea coffee and biscuits and is a place for social inclusion at no cost to the customer.

Additionally the evening and weekend warm space provides somewhere safe where anyone can keep warm and feel safe. We again provide them with a hot home cooked meal and tea, coffee, biscuits.

We are continuously seeing new friendships growing and people feeling more able to open up regarding their issues. As people come in a build connections then their network grows and they are also getting help then from these friends who have perhaps gone through the same issues. ie peer led help

People come in asking regarding their friends if we have seen them that day – every looking out for each other. Not as much aggression from customers as there was a year ago which is built on respecting each other

Connections and friendships being built between volunteers, staff and customers too.

Our café and warm space allows us to stay in touch with people who are otherwise socially isolated and can make a huge difference in their lives. Providing practical assistance, cooked meals, help with welfare forms and communication helps many ease their stress and make them feel supported.

We also offer mental health support by providing resources and information on how to access mental health services in the area.

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)

yes

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

Lochee Community Larder & Café Management Group

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

ongoing

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, we would be very happy for this

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) | £ |
|-----------------------------------------------------------------------------------|---------|
| Robertson's Trust – Salary Costs (3 years £39000 total) | £13,000 |
| Northwood Trust – salary costs (3 years £45000 total) | £15,000 |
| Alexander Moncur – carry forward from £10,000 in October 2023 | £5,000 |
| Willam Sword Trust – carry forward from £5,00 in October 2023 | £2,000 |
| IBB Trust – April 2024 | £2,000 |
| We will also be approaching other local trusts during the year | |

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 (£) |
|----------------------------------------------|----------------|--------------|
| Rental costs of units at Whorterbank | | |
| - Unit5 , unit7 and unit 11 3x £1000 | 3000 | 3000 |
| - Units 13-15 | 2000 | 1500 |
| Electricity | | |
| - Unit 5, 7 and 11 | 2000 | 0 |
| - Unit 13-15 | 4500 | 0 |
| Insurance (incl public liability) | 1000 | 0 |
| Internet (& phone) | 850 | 0 |
| Waste | 750 | 0 |
| Vol Expenses | 4000 | 0 |
| Salary costs (inc pension, NI, payroll fees) | 28,000 | 0 |
| General | 4,000 | 0 |
| | | |
| Totals | 50,100 | 4,500 |

- **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**

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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)

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

We always keep an eye on the written feedback received as well as getting feedback directly from our customers

Reporting of numbers visiting and using our services

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)

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: Building Stronger Communities | |
|--------------------------------------------------------------------------------|---------------------|
| Purpose of activity / project within this Outcome: To promote social inclusion | |
| | Target 2024-25 |
| Outputs | |
| Feedback forms completed per month | 25 |
| Café meals served per session | 100+ |
| Warm spaces meals served per session (evenings and weekends) | 35+ |
| Number of beneficiaries per month | 20000+ |
| Number of new friendships created over the year | 20 |
| Community projects completed via shed | 12 pa (1 per month) |
| Outcomes / Indicators: | |
| New friendships | |
| Shed – number of recycling projects eg reusing pallets | |
| Positive feedback regarding health, mental health, living arrangements | |

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|-------------|--|
| Numbers fed | |
| | |
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| | |
|----------------------------------------------------|----------------|
| City Plan / Local Community Plan Outcome: | |
| Purpose of activity / project within this Outcome: | |
| | Target 2024-25 |
| Outputs | |
| | |
| | |
| | |
| Outcomes / Indicators: | |
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