

Ref: S2509

Dundee Partnership Community Regeneration Fund

Grant Application 2025/26

Applicant Information	
Name of Applicant Group	St Mary's Community Church SCIO
Activity Title	Outdoor lighting and coffee machine replacement
Grant Requested (£)	£2014.00

- 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
East End
Lochee

PLEASE INDICATE WHICH TYPE OF GRANT YOU ARE APPLYING FOR
Small Grant ✓
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 | <input type="checkbox"/> |
| Fully completed the information on the front of the form | <input type="checkbox"/> |
| Provided a response to all sections of the application form (including indicating a section as 'N/A' where relevant) | <input type="checkbox"/> |
| Checked that your budget adds up properly? | <input 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 type="checkbox"/> |
| Included appropriate, measurable outputs & outcomes? | <input type="checkbox"/> |
| Provided your groups accounts, or other appropriate financial information? | <input 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 type="checkbox"/> |
| Checked that the bank details or financial code are correct / complete? | <input type="checkbox"/> |
| Signed the form, given accurate contact details and ticked the GDPR box? | <input type="checkbox"/> |

Who is the grant for? (Name of Applicant Group / Department)		St Mary's Community Church SCIO	
Did you receive a Dundee Partnership grant during 2024-25? (If yes, list all grants below)			NO
Title of project funded	Amount granted	When	Was it fully spent?

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

We would like to install 2 new solar powered, motion-sensor lights for the car park area, 1 for the main door and 2 to cover the east and west fire exits (one is the one also used to lock/unlock the church).

We would also like to purchase a new coffee machine for the community cafe and other attending groups to use. The current machine is very old and needs replacing. Last year we spent money getting it refurbished however, it is no longer working to capacity.

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

Empowering communities – improving community facilities.

How many people will benefit from this project?	90+
<p>Will any specific groups benefit from this project? (male, female, age range or protected characteristic)</p> <p>Come Dine With Us. A group of older people who meet fortnightly for a meal and social interaction.</p> <p>The National Autistic Society who meet 3 times/month for activities and support to people with Autism.</p> <p>Users of our established weekly community cafe that has been operating for a long period offering low-cost hot food to the local community.</p> <p>Church members if there are evening meetings (eg Christmas Eve and other special events).</p>	

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

The external lighting for the church is poor and entering and leaving in the dark can be difficult with potential hazards. Some new lights have been installed on the east side but they do not light up a large enough area, or the door used for locking and unlocking. It is especially a problem for the older people and the lighting previously installed is only of limited help.

The coffee machine is old and needs replacing.

What local consultation has taken place regarding this application?

(Please attach evidence summarising the results of any consultation)

No formal consultation but feedback has been received from the groups using the building asking if better lighting is possible and volunteers managing the community cafe have asked for a replacement coffee machine as the current one does not work as well as it should and is temperamental when being operated.

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?)

See above, suggested originally by Come Dine With Us workers and their feedback given on the initial attempts to improve things. Comments also made by other users.

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

It will make it easier and safer for the users of the main services, both of which benefit people who experience deprivation in different ways. It will also benefit people attending church activities at night and could lead to more things being offered that would benefit the wider community. The coffee machine will improve the speed and delivery of the hot drinks at the cafe.

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)

At present we haven't had any other funding or applied for any as we had to secure funding for a new gate before the old one became unusable and haven't had the opportunity to look for funding for the lighting.

Source of Funding (detail if this funding is for more than 1 year, if applicable)	£

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 (£)
2 high power solar powered motion sensor security lights	70	70

3 lower power security lights as above (for lesser used areas)	75	75
1 coffee machine	1868.99	1868.99
Totals	2013.99	2013.99

<ul style="list-style-type: none"> • 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 <p>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</p>
<p>What other documents are you attaching to evidence the budget costs for this application? (e.g. quotes, estimates, projected income and expenditure)</p> <p>Quotes from a specialist company. At present the lights are on offer but the full price has been applied for as the offer probably won't last.</p>

<p>How do you intend to monitor the project Outputs and Outcomes?</p> <p>Feedback from users of the building and cafe users.</p>

<p>What is the planned start date of the event/activity?</p> <p>Please note turn around on applications is 6 - 10 weeks and funding cannot be retrospective (<i>see section 2 of the guidance notes</i>)</p>	<p>March 2026</p>
<p>What is the planned end date of the event/activity?</p>	<p>31st March 2026</p>

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: Empowering communities.	
Purpose of activity / project within this Outcome: Improving community facilities.	
	Target 2025-26
Outputs	
Solar movement activated security lights installed.	5
Outcomes / Indicators:	90+
Church and community groups visitors feel more safe accessing the building in Winter season and dark nights.	

City Plan / Local Community Plan Outcome: Empowering communities.	
Purpose of activity / project within this Outcome: Improving community facilities.	
	Target 2025-26
Outputs	
Purchase 1 coffee machine	1
Outcomes / Indicators:	8
Cafe volunteers more confident to provide a community service successfully.	

