

Dundee Partnership **Community Regeneration Fund**

Grant Application **2026/27**

Applicant Information	
Name of Applicant Group	Hilltown Community Centre Management Group
Activity Title	Family Group- Parent's Christmas Shopping Trip
Grant Requested (£)	£648.87

- 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	☐
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)		Hilltown Community Centre Management Group	
Did you receive a Dundee Partnership grant during 2025-26? (If yes, list all grants below)			YES / NO
Title of project funded	Amount granted	When	Was it fully spent?
Digital Photography	£2,420	May 2025	yes
LMG- Family Christmas Trip	£353	October 2025	yes
LMG Hilltown Christmas	£1910	October 2025	no

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

We are currently supporting a family group of young parents that were previously supported by the Youth Team.

With support from the youth team staff, the parents have historically gone on a Christmas shopping trip to Edinburgh or Glasgow. This experience allows the parents a chance to carry out their Christmas shopping without the children. It also provides them with some much-needed adult only time that they wouldn't normally get. This is a great social opportunity for the young parents that they wouldn't be able to afford on their own. This year the group would like to go to Livingston Outlet. As this would require 3 buses to get there and 3 to get back, they are looking at hiring a mini bus to get them there and back.

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

Community Priority:

Health and Wellbeing-

the parents attend a weekly group with their children. They have highlighted that time just for them is vital to ensuring that their wellbeing is supported.

Children and Families-

Due to the level of children and families living in poverty in the Coldsides area, families do not have the disposable income to be able to afford trips.

How many people will benefit from this project?	13
Will any specific groups benefit from this project? (male, female, age range or protected characteristic)	
Young mums. All the parents are in their early 20s.	

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

This project was a vital support to young mums during their teen years. Their children have been raised in the community and have grown up at the community centre, and in the Coldsides Ward. Since they have moved under the management group support, the group are building confidence to become constituted and to stand alone, although they are not there yet.

There is little free family activities in the area. The group provides families with the chance to meet weekly, benefit from peer support and have families experiences they otherwise wouldn't be able to afford.

The Christmas trip for the parents is a great opportunity to continue the peer support model that has worked well for the group previously. Last year the parents were able to go to Glasgow for their annual mum's day. The group fed back that it was an amazing opportunity for them to spend time together supporting each other's mental health and offering advice and sharing their personal experiences. It is a chance for them to have time for themselves which is very rare.

What local consultation has taken place regarding this application?

(Please attach evidence summarising the results of any consultation)

Feedback from the Youth team staff on the previous trips successes has shown that there is a need for the trip.

The parents have spoken at length with the management group and staff about the trips and how important they have been to the group.

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?)

Consultation with the group and creating an action plan identified that this was a need.

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

This activity will benefit those experiencing deprivation as they are supported to attend an experience that will not cost them for travel or food.

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)

£

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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 (£)
X 13 World Buffet lunch at £17.99 per person	£233.87	£233.87
X 13 World Buffet juice at £5.00 per person	£65	£65
Mini bus hire	£350	£350
Totals	£648.87	£648.87

- **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 and estimates

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

Evaluation and consultation with the group after the event

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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>)	November 2026
What is the planned end date of the event/activity?	November 2026

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 to respond to the cost of living crisis by developing Partnership actions to mitigate the cost of living for residents in Coldside.	
Purpose of activity / project within this Outcome: Cost of living, children and families and Health and Wellbeing	
	Target 2026-27
Outputs	
13 group members participating in a Christmas experience	13
Outcomes / Indicators:	
13 group members will attend a trip	13

City Plan / Local Community Plan Outcome:
Purpose of activity / project within this Outcome:

	Target 2026-27
Outputs	
Outcomes / Indicators:	