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## **Dundee Partnership** **Community Regeneration Fund**

### **Grant Application** **2022/23**

Applicant Information	
Name of Applicant Group	Dundee United Community Trust
Activity Title	New Beechwood Park Facility Upgrades
Grant Requested (£)	£9, 978

- 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 type="checkbox"/>
Physical & Environmental Improvement	<input checked="" 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

## 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:

Completed the questions on Page 3 relating to covid-19	<input type="checkbox"/>
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 and given accurate contact details?	<input type="checkbox"/>

## DUNDEE PARTNERSHIP FUND CRF GRANT APPLICATION

### Before Starting on the Application, Please Consider and Complete the Two Questions Below

**If these have not been completed, your application will not be progressed.**

Is the activity for which you are applying for funds definitely able to start on your proposed start date? (e.g. are staff and relevant resources available)

Yes

Is the activity for which you are applying compliant with current social distancing and other measures in place to counteract the spread of the coronavirus? Please specify how your activity will meet this requirement

N/A

**Who is the grant for?**  
(Name of Applicant Group / Department)

Dundee United Community Trust

**Did you receive a Dundee Partnership grant during 2021-22?**  
(If yes, list all grants below)

**YES / NO**

Title of project funded	Amount granted	When	Was it fully spent?
Diversionary Sport Drop In	£3, 904	18/11/21	No

**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 have recently taken on the long-term lease of the sports facility, 'New Beechwood Park', situated on Lundie Avenue and have had significant challenges with people climbing into the facility out-with opening hours and several instances of damage within the property. We desperately require support to enhance the security of the facility, not only to preserve a fantastic community asset but also to ensure the safety of those accessing the site (including those doing so on an unauthorised basis).

Since taking on the facility we have spent over £10, 000 on repairs due to malicious damage and on upgrading some fencing but there is much more to do here.

We require some funding support in order to purchase and install a CCTV system within the grounds to improve security and deter trespassing, thus reducing the risk of injury to perpetrators and damage to property.

The whole purpose of taking the lease of the facility on was to provide a space for the local community to take part in sport and every week we have hundreds of people doing just that, with girls and boys teams, adults teams as well as a growing programme of disability sport now operating at the facility. By the end of this financial year we will have invested over £40, 000 of our own funds (in addition to a significant amount of time and effort) to improve this local asset, through provision of water and improvements in the storage cabins. Our vision is to provide a safe, inclusive community space to play sport; allowing us to deliver a wide array of fantastic community benefits; but we require some support to enhance the security to allow us to take those next steps.

The CCTV will provide security to the cabins on site, the 3G pitch and goals (all of which have seen damage in the past 6-12 months).

The long term vision for the facility is to deliver on a permanent community building within the perimeter of the site; somewhere that we can develop and support a broad programme of non-sporting activities and importantly a place where the community feels they can their home.

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

The reason we took on the lease of the premises in the first place was to further enhance our ability to meet the needs of our community and our plans align very closely with the prior and new City Plan versions.

Tackling the root causes of poverty in outcomes linked with health and education (as well as inclusion) are at the heart of what we do as a Charity, and the projects we delivery (and intend to deliver) at the facility at Lundie Avenue is a clear reflection of that. Each week we provide a space for over 1, 000 people to enjoy sport, with particular focus on girls and womens and disability sport within our programme. We also deliver an after school club which provides free food and physical activity to around 70 children each week, a vital support for local families.

## DUNDEE PARTNERSHIP FUND CRF GRANT APPLICATION

We are a partner in one of the longest running and highly successful employability programmes in the City (CLD United – DISC Target Project), which is also funded by Dundee Partnership (Coldside and Maryfield). Through this partnership we employ dozens of young people each year to deliver peer-led diversionary activity in their local community, and have already piloted this model during summer 2022 at our facility in Beechwood. This is part of our commitment to supporting young people in employability as a key facet of our work.

Our long term plan includes the creation of a community hub within the facility, which will further enhance our ability to support the local community in a variety of different ways.

The challenge we have at this stage, is that funds we had earmarked for progressing this plan have been diverted to remedying damage caused by vandalism and we require urgent support to make sure our facility is safe for use – particularly for vulnerable service users – to ensure our vision of our facility to become a genuine asset to the community can be realised.

**How many people will benefit from this project?**

2000

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

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

There is a real lack of community amenity in the Beechwood area, particularly floodlit outdoor spaces for taking part in sport. This has been confirmed through dialogue with the local community, including the Beechwood Residents Group.

The installation of CCTV is part of scoped security improvements to ensure the facility is safe for participants, volunteers and staff and importantly that it remains a viable asset to the community. The first year of operation has been tough and it has meant we have directed significant sums of our unrestricted reserves to this project, we require urgent support to ensure we can continue this investment to improve the facility for the benefit of all.

**What local consultation has taken place regarding this application?**

(Please attach evidence summarising the results of any consultation)

We have consulted local residents, users of the facility, staff members and volunteers. The consultation has been informal in nature, through many conversations on this important topic.

## DUNDEE PARTNERSHIP FUND CRF GRANT APPLICATION

### 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?)

We have discussed the proposal with the chair of the local residents group who was very supportive, and identified that this would be an important addition to the security of the local area.

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

(Refer to Section 1 of the Guidance Notes)

Our priority as an organisation is to tackle deprivation and support those experiencing deprivation. Of the 1, 500 of so people we support each week (including those who use this facility), around 400 are disabled. When it is considered that around 50% of people living with a disability in Scotland also experience poverty, this gives a clear yardstick of the circumstances many of our beneficiaries live in.

Through our targeted work, which aligns with the needs identified by Dundee Partnership/Dundee City Council in the new City Plan, we provide support across these themes:

- Sport for All
- Healthy Lifestyles
- Lifelong Learning
- Uniting the Community

The facility on Lundie Avenue is critical in assisting us to achieve our key objective, which is to improve the lives of people in Dundee.

### 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)

N/A – built into existing infrastructure

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

We will commit to a maintenance contract with the supplier at our cost.

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

10 years minimum

#### 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 – at our cost

## DUNDEE PARTNERSHIP FUND CRF GRANT APPLICATION

<b>What other sources of funding have you secured / tried to secure for this project?</b> • <b>If none, please state why this is the case</b> (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)	£
Awards for All	£9, 978

<b>What are the costs of your activity and how much money is required?</b> Please give specific details (expand list / use an additional sheet if required) and provide <u>all</u> 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 (£)
CCTV Installation Costs	£9, 978	£9, 978
<b>Totals</b>		

<ul style="list-style-type: none"> <li><b>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</b></li> <li><b>If reserves held are less than three months operating expenses please confirm this below</b></li> </ul> <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>
<b>What other documents are you attaching to evidence the budget costs for this application?</b> (e.g. quotes, estimates, projected income and expenditure)
Quotes for provision of the CCTV installation

<b>How do you intend to monitor the project Outputs and Outcomes?</b>
<p>We will issue a survey to all users of the facility and local residents to assess the level to which they feel safer as a result of the facility upgrade.</p> <p>We also, as a matter of course, monitor various health and wellbeing outcomes through our regular reporting processes and are happy to share this data as a tangible outcome of the investment.</p>

## DUNDEE PARTNERSHIP FUND CRF GRANT APPLICATION

<b>What is the planned start date of the event/activity?</b> Please note turn around on applications is 6 - 10 weeks and funding cannot be retrospective ( <i>see section 2 of the guidance notes</i> )	31 <sup>st</sup> March 2023
<b>What is the planned end date of the event/activity?</b>	31 <sup>st</sup> March 2023

### 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.

<b>City Plan / Local Community Plan Outcome:</b> Reduce child poverty and inequalities in incomes, education and health	
<b>Purpose of activity / project within this Outcome:</b> This upgrade will allow us to continue to deliver a safe environment for projects and activities focusing on reducing food poverty, improving health and wellbeing and enhancing academic attainment.	
	<b>Target 2021-22</b>
Outputs	
Installation of new CCTV system	1
Outcomes / Indicators:	
Users of the facility feel safer	100%

<b>City Plan / Local Community Plan Outcome:</b>	
<b>Purpose of activity / project within this Outcome:</b>	
	<b>Target 2021-22</b>
Outputs	
Outcomes / Indicators:	



## DUNDEE PARTNERSHIP FUND CRF GRANT APPLICATION

Completed applications should be emailed (preferably in Word file format) to the Dundee Partnership Team, via [alix.finlayson@dundeecity.gov.uk](mailto:alix.finlayson@dundeecity.gov.uk). Please note that at present we are unable to deal with paper-based applications due to our current working arrangements

Please also send an electronic copy of the completed form to the relevant Community Learning & Development Worker supporting the Community Regeneration Forum. Contact details for each of these Workers is on page 10 at the end of the guidance notes.

## GUIDANCE NOTES

### Section 1 - Criteria & Requirements

If you require assistance in completing this form, please contact your local Community Worker using the details given on page 9.

#### CRITERIA

- Applicants must highlight the relevant Outcome(s) relating to their application from the City Plan or Local Community Plan (see section 3 below) and **explain how their application will assist in closing the gap for the most disadvantaged people and children i.e. those living in Community Regeneration Areas (CRA)**
- It is expected that applicants will explain how the application may assist in delivering on actions in the relevant Local Community Plan (available at [www.dundeecity.gov.uk](http://www.dundeecity.gov.uk) under Community Planning or from local Community Workers)
- **It is also preferable for applications to focus on the 15% most deprived areas as set out in the Scottish Index of Multiple Deprivation** (Community Workers will provide appropriate maps upon request). These are mostly within the CRA boundaries.
- Forums will be expected to demonstrate that they are supporting the Dundee Partnership's commitment to tackling deprivation by 'closing the gap' between the best and worst off in Dundee. For further information please refer to 'For Fairness in Dundee' (copies available from local Community Workers)
- Applications for Physical or Environmental Improvements must be made up of at least £6,000 of Capital development
- Applications **from school staff and parent councils are no longer eligible for Small Grants or Youth Inclusion funding**. Consideration should instead be given to applying for Pupil Equity Funding or other external funding. Applications for Physical & Environmental applications are still allowed

#### REQUIREMENTS

- **All applicants must submit the latest copy of their annual accounts.** These must clearly show what funds are available to the applicant i.e. the level of reserves held, and the overall annual expenditure of the applicant and will be used to help determine eligibility for funding
- **Estimates / Quotations for expenditure are necessary in all cases** and detailed quotes (including company number and other details) are required. Good practice is to secure three competitive quotes for larger items of spend and these should all be submitted along with the application as evidence of seeking value for money
- All applications for Physical or Environmental Improvements must state how maintenance will be carried out
- **All Small Grant & Youth Inclusion agreed funding must be spent by 31<sup>st</sup> March 2023.** An extension beyond 31<sup>st</sup> March may be available for Physical & Environmental Improvement approved funding. Unspent funds will be reclaimed

#### ADDITIONAL GUIDANCE

- Where possible, applicants should seek funding from another source before applying for DP Community Regeneration Funding. This will help it maximise the overall level of funding available to communities across Dundee. In order to achieve this, applicants should plan and apply well in advance of their activity taking place.

## DUNDEE PARTNERSHIP FUND CRF GRANT APPLICATION

### Section 2 - Process

- 1) Applicants are to complete the application, inclusive of financial and any other evidence required and provide to the Dundee Partnership Team and relevant Community Worker (see below). **Applications must be fully completed, signed and include all relevant bank details or code transfer information**
- 2) Completed applications, with all necessary supporting evidence, are to be submitted and final funding decisions will be made at Building Stronger Communities meetings on the following dates:

Application Deadline 2022/23	BSC meets on
7 <sup>th</sup> January	17 <sup>th</sup> February
18 <sup>th</sup> February	24 <sup>th</sup> March
18 <sup>th</sup> March	21 <sup>st</sup> April
8 <sup>th</sup> April	19 <sup>th</sup> May
13 <sup>th</sup> May	23 <sup>rd</sup> June
10 <sup>th</sup> June	21 <sup>st</sup> July
8 <sup>th</sup> July	18 <sup>th</sup> August

Application Deadline 2022/23	BSC meets on
5 <sup>th</sup> August	22 <sup>nd</sup> September
9 <sup>th</sup> September	20 <sup>th</sup> October
7 <sup>th</sup> October	17 <sup>th</sup> November
4 <sup>th</sup> November	15 <sup>th</sup> December
2 <sup>nd</sup> December	19 <sup>th</sup> January
6 <sup>th</sup> January	16 <sup>th</sup> February
10 <sup>th</sup> February	23 <sup>rd</sup> March

- 3) Community Workers will contact all applicants as part of the Assessment process prior to discussion of the application at the Local Community Regeneration Forum
- 4) Applicants will be informed of the final decision on their application after the relevant meeting of the council's Building Stronger Communities Group
- 5) If applications are unsuccessful at any point during the process, the applicant will be notified in writing by the Dundee Partnership Team
- 6) Successful applicants will be required to sign an acceptance agreeing to the terms and conditions. These are required to be with the Dundee Partnership Team before money is released for successful applicants
- 7) **Payments cannot be made retrospectively** (all activity and expenditure must be after the approval date at Building Stronger Communities)
- 8) Providing monitoring returns on performance and financial expenditure are part of the terms and conditions relating to an award. These forms will be provided by the Dundee Partnership Team to successful applicants. **Failure to provide these reports will result in any further applications being rejected until such time as satisfactory reports have been received**
- 9) If your award is for year round activity (April to March), an interim report on performance and financial expenditure must be submitted by the 31<sup>st</sup> October. **Failure to submit this will also result in any further applications being rejected until such time as satisfactory reports have been received**

## DUNDEE PARTNERSHIP FUND CRF GRANT APPLICATION

### Section 3 - Outputs & Outcomes

Applicants should select the appropriate Dundee City Plan Outcome or Local Community Plan Outcome to which their application relates most closely and within which their outputs and outcomes can be recorded. (Both plans are available at ([www.dundee.gov.uk](http://www.dundee.gov.uk)).

#### ACTIVITY OUTPUTS & OUTCOMES

##### Outputs

These are details of activities (i.e. *what you will do*) and will have numeric targets such as:

- Hold a community event for 400 people. Target = 400 people
- Hold 10 daytime activity sessions over a 10 week period. Target = 10 sessions (you would also be likely to include an output and target for the numbers attending each session)
- 8 hours of street work by two workers per week over 50 weeks. Target = 400hrs

**Please only include outputs that are key to the activity/project.** If you are unclear about what you should include, contact your local Community Worker in the first instance.

##### Outcomes / Indicators

These are measures to show the impact of the activity/project (i.e. *what difference you will make and to whom*). There does not have to be a set target, but a numeric response should be possible at the end of the activity

Whilst setting out the outcomes / indicators, **applicants need to be sure that these will be measurable from their recorded data** (or other data that they are able to access) for their own benefit, that of the Forum and of the Dundee Partnership. If you are unclear about what you should include, contact your local Community Worker in the first instance.

- Number of participants reporting an increased knowledge of the benefits of exercise (could be recorded on feedback forms)
- Young people will better understand the dangers of substance misuse (again a feedback form could be used)
- There is a reduced level of reported anti-social behaviour and criminal activity (information from the police could be used)
- Local residents report being happier with their local area (this could be based on information from annual DCC questionnaires or other, more specific, feedback gained at e.g. community events)

#### COMMUNITY WORKERS

Each of the Wards listed below has a Community Worker/Communities Officer with a specific responsibility for supporting the activity of the local Community Regeneration Forum, including providing support to potential applicants. The contact details for these workers are given below.

Coldside:	Rhea Dryden	435838	<a href="mailto:rhea.dryden@dundee.gov.uk">rhea.dryden@dundee.gov.uk</a>
East End:	Claire Shepherd	438643	<a href="mailto:claire.shepherd@dundee.gov.uk">claire.shepherd@dundee.gov.uk</a>
Lochee:	Claire Ramsay	431832	<a href="mailto:claire.ramsay@dundee.gov.uk">claire.ramsay@dundee.gov.uk</a>
Maryfield:	Val Kane	438856	<a href="mailto:val.kane@dundee.gov.uk">val.kane@dundee.gov.uk</a>
North East:	Alan Fraser	438641	<a href="mailto:alan.fraser@dundee.gov.uk">alan.fraser@dundee.gov.uk</a>
Strathmartine:	Hazel Feilder	436364	<a href="mailto:hazel.feilder@dundee.gov.uk">hazel.feilder@dundee.gov.uk</a>
	Colin Christie	435851	<a href="mailto:colin.christie@dundee.gov.uk">colin.christie@dundee.gov.uk</a>
	Catriona McNicoll	436415	<a href="mailto:Catriona.mcnicoll@dundee.gov.uk">Catriona.mcnicoll@dundee.gov.uk</a>