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Dundee Partnership **Community Regeneration Fund**

Grant Application (Ferry / West End) **2022/23**

Applicant Information	
Name of Applicant Group	Ye amphibious Ancient Bathing association
Activity Title	CCTV UPGRADE
Grant Requested (£)	£1172.40

The Local Community Planning Partnerships (LCPPs) in the Ferry and West End will examine their existing Local Community Plans to identify outstanding actions with a direct relationship to community regeneration and consider allocation of some or all of their available funding to commissioning works that would allow achievement of these agreed priorities. Each area has a total allocation of £20,000 for 2022/23 with which to commission activities, and so activities that attract external funding may be prioritised.

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 ward, 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**

The Ferry ☒

West End ☐

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)
Start when funds become available

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

Yes as only one person will be dealing with the upgrading of security system.

Who is the grant for? (Name of Applicant Group / Department)	Ye Amphibious Ancient Bathing Association		
Did you receive a Dundee Partnership grant during 2021-22? (If yes, list all grants below)			YES / NOx
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)

To upgrade our CCTV at our clubhouse premises on Broughty Ferry Harbour. We are situated in a fairly remote area and is a target for vandalism. We store boating equipment and rescue vessels which are valuable to us to be able to carry out our open water swimming on the river which attracts a lot of outside interest.

Upgrading our CCTV would also assist local police as we are often asked to show our footage if there has been vandalism in the area or someone has had an accident on the river or has been lost.

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The upkeep of our premises in rent electricity and Insurance as well as any replacement equipment is a considerable cost to us . Having an upgraded CCTV system would be extremely beneficial to the club and the local community.

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

Added deterrent for anyone looking to vandalise the area. Also assist police with any enquiries they may have into that crime.

How many people will benefit from this project?

Will any specific groups benefit from this project? (male, female, age range or protected characteristic) All ages and community groups and local residents

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

CCTV upgrade is needed to ensure that the building is secure and we are alerted to any potential break in as we store fuel and valuable equipment in the boathouse. That there is no further damage to our roof with vandals picking off the roof felt.

Residents that overlook our building have often expressed how vulnerable the building/ area is and on occasion how it attracts attention from vandals. Which causes them anxiety living close by. Being able to identify and apprehend the perpetrators is only a positive for the police and the community.

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What local consultation has taken place regarding this application?

(Please attach evidence summarising the results of any consultation)

The security of the building and the constant activity in the area especially the lighter evenings has been discussed at Broughty Ferry Community Council and at Beach Management meetings along with the residents who overlook the harbour and community police.

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?)

Yes local people are anxious when they observe the vandalism that occurs quite frequently. Police are very keen that we have the best we can afford in CCTV equipment and any other deterrents to promote the security of the area.

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

(Refer to Section 1 of the Guidance Notes)

The installation of a more sophisticated CCTV system would go a long way for people being deprived of living in a safe community.

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)

DCC our landlords have no objection to us as tenants trying to protect our premises and the area.

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

Club has an IT convenor who will oversee the running and monitoring of the equipment and report to committee.

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

three years

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 that can be displayed inside or externally in our information window.

What other sources of funding have you secured / tried to secure for this project?

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<ul style="list-style-type: none"> 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) We have not been able to secure funding for this particular project .	£

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 <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 EQUIPMENT upgrade	£1172.40	
Totals	£1172.40	£1172.40

<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 unrestricted 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>
What other documents are you attaching to evidence the budget costs for this application? (e.g. quotes, estimates, projected income and expenditure) Income details and two quotes

How do you intend to monitor the project Outputs and Outcomes? We monitor the CCTV on a regular basis and on occasion share the information with police and local authority when requested.

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>)	When funds become available
What is the planned end date of the event/activity?	When funds become available

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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:	
Purpose of activity / project within this Outcome:	
	Target 2022-23
Outputs	
To deter vandalism in the area and protect our building and contents. To be of service with our CCTV information to relevant bodies that legally require it.	
Outcomes / Indicators:	
Give reassurance to members of the public that our premises does not make the area a target for vandals	

City Plan / Local Community Plan Outcome:	
Purpose of activity / project within this Outcome:	
	Target 2022-23
Outputs	
Outcomes / Indicators:	

Completed applications should be emailed (preferably in Word file format) to the Dundee Partnership Team, via 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 Local Community Planning Partnership. Contact details for each of these Workers is on page 10 at the end of the guidance notes.

GUIDANCE NOTES

Section 1 - Criteria & Requirements

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If you require assistance in completing this form, please contact your local Community Worker using the details given on page 10.

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**
- 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.dundee.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).
- LCPPs 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)
- All applicants applying to fund or part-fund staff costs must be paying the staff member(s) at least the relevant Scottish Living Wage hourly rate. <https://scottishlivingwage.org/what-is-the-real-living-wage/>
- Applications **from school staff and parent councils are no longer eligible for funding**. Consideration should instead be given to applying for Pupil Equity Funding or other external funding.

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 unrestricted 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 agreed funding must be spent by 31st March 2023.** Unspent funds will be reclaimed

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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.

Section 2 - Process

- It should be noted by applicants that the below process can take between 6 to 12 weeks as the LCPP only meet once every 3 months. Payments cannot be made retrospectively and so applicants must ensure that they apply in sufficient time to receive any funding before expenditure on their planned activity starts**
- Applicants identified by the LCPP are to complete the application form, inclusive of financial and any other evidence required and provide to the Dundee Partnership Team and Communities Officer. **Forms must be fully completed, signed and include all relevant bank details or code transfer information**
- Completed application forms, with all necessary supporting evidence, are to be submitted as early as possible to enable the LCPP Chair and local Communities Officer to consider the content and agree that it is to proceed
- Communities Officer will contact all applicants as part of the Assessment process prior to discussion of the application at the LCPP
- The application will then be submitted to the Building Stronger Communities (BSC) group for ratification
- Applicants will be informed of the final decision on their application after the relevant meeting of the Building Stronger Communities Group. No spend can be made prior to the date of this meeting

2022/23 APPLICATION DEADLINES

Completed applications, with all necessary supporting evidence, are to be submitted and final funding decisions will be made at Building Stronger Communities on the following date:

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

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

- Community Workers will contact all applicants as part of the Assessment process prior to discussion of the application at the Local Community Regeneration Forum
- Applicants will be informed of the final decision on their application after the relevant meeting of the council's Building Stronger Communities Group
- If applications are unsuccessful at any point during the process, the applicant will be notified in writing by the Dundee Partnership Team
- 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

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- 5) **Payments cannot be made retrospectively** (all activity and expenditure must be after the approval date at Building Stronger Communities)
- 6) 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**
- 7) If your award is for year round activity (April to March), an interim report on performance and financial expenditure must be submitted by the 31st October. **Failure to submit this will also result in any further applications being rejected until such time as satisfactory reports have been received**

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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).

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 project (i.e. *the difference you will make and to whom*). A set target is not required, 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 Planning Partnership (LCPP), including providing support to potential applicants. The contact details for these workers are given below.

The Ferry & West End

Communities Officer: Christine Rea 436910 christine.rea@dundee.gov.uk

CLD Worker: Joanne Kelly 438597 joanne.kelly@dundee.gov.uk