



PHASE 1 · WEEKS 1 TO 4

Set Up Your CIC

Six steps to a properly registered Community Interest Company. Already registered? Skip to Phase 2.

1.1

Agree your purpose and community

Write one clear paragraph on who you help, where, and why. Everything else builds on this.

1.2

Choose the model

Most grassroots groups suit a CIC limited by guarantee (no shares). It's eligible for more funders and keeps the asset lock simple.

1.3

Get 3 unrelated directors

Funders often ask for at least 3, with no two related or living together.

1.4

Verify everyone's identity

Every director and person with significant control must verify their identity through GOV.UK One Login before incorporation can complete.

1.5

Register with Companies House

File using the CIC36 community interest statement and model articles.

1.6

Open a bank account

A community account such as Unity Trust, Triodos or a high street business account. Most funders need two unrelated signatories.

Do the identity checks first. They're the most common cause of delays in getting registered.

How we help

We guide you through every step, from your purpose statement and community interest statement to registration and your first bank account. Ask for our setup guide, *From Idea to Funded*.

£500
one-off

Companies House fees changed on 1 February 2026. Check GOV.UK for the current CIC registration fee, which is paid directly to Companies House and isn't included in GWS fees.

Next: Phase 2 – Become fundable

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Prices as of October 2026 and subject to change. GWS provides research, writing and submission support but cannot guarantee any funding award; all funding decisions rest with the funder.