CIC TRIBE | FREE BLUEPRINT

HOW TO SET UP & FUND A CIC HUB

Turn an empty building into a busy community or arts hub – with a practical plan for keeping the doors open.

01 FIND THE RIGHT BUILDING

Look at empty shops, former libraries, churches and warehouses. You don't have to be gifted a building: negotiate an affordable rent and check access, condition, permitted use and running costs.

02 CHOOSE YOUR HUB MODEL

Community hub: family groups, older people's activities, support services and workshops under one roof.
Arts hub: artist workspaces, co-working desks, exhibitions, classes and rooms to hire.

03 KEEP OVERHEADS LOW

Negotiate rent, review utilities and maintenance, and ask your council about any business rates relief you may qualify for – CIC status does **not** automatically make you exempt. Volunteers may help with suitable tasks, with appropriate oversight.

04 MAKE EVERY SPACE WORK

Map your rooms, desks, storage areas and outdoor space. Could an unused room become a workshop studio? Could a yard become a community garden? Check permissions and safety before making changes.

05 BUILD FOUR INCOME STREAMS

1. **Regular hire:** desks, studios and weekly group bookings.
2. **One-off hire:** workshops, events, fairs and exhibitions.
3. **Grant-funded activities:** eligible community programmes with clear outcomes.
4. **Fundraising:** crowdfunding, donations, coffee mornings and pre-loved sales.

06 PRICE IT TO SURVIVE

Don't undercharge for space hire. Compare local rates and calculate the income needed to cover rent, bills, insurance, upkeep and quieter months.

YOUR FIRST FIVE ACTIONS

■ Identify three possible buildings ■ Estimate monthly costs ■ Sketch your space plan
■ List potential hirers and partners ■ Draft a mixed-income budget

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