

# Guidance for Branches of Larger Organisations

## (for Covid-19 Community Support Grant only)

1. We expect groups who wish to apply for financial assistance to have a constitution (or rules/standing orders/bye-laws) in their own name. However, we recognise this may prove challenging for local branches of regional or national organisations.
2. If a branch of a larger organisation does not have a constitution in the name of the branch, then the branch has one of two options:

### Option 1:

If the branch:

- i. has its own management committee,
- ii. has a UK bank or building society account in the name of the branch and,
- iii. produce their own annual accounts

then the group can apply in their own name. (This is different from most other Council grants through the Financial Assistance Programme as normally we require a Letter of Undertaking from the parent body. But this is not required for this grant)

### Option 2:

Where Option 1 is not possible, then the group should get the parent body to apply on their behalf.