Community Sports Foundation

Achieving your goals

Charitable Requests

Application Guidelines

Norwich City Community Sports Foundation is Norwich City Football Club's official Charity (Charity number 1088239) and is responsible for managing all charitable requests from charities and good causes on behalf of Norwich City FC.

The application process

Applications should be made using an official Charity Request application form only and sent in at least six weeks prior to your event; any applications sent outside this timescale will not be accepted. Completed application forms should be returned to:

NCFC Charitable Requests, Community Sports Foundation, Carrow Road, Norwich, NR1 1JE. Alternatively, email the application form to **charityrequests@canaries.co.uk**

Applications will be reviewed by the Norwich City FC Charity Steering Group. Notice of decisions will be sent by email only.

Who can apply?

Norwich City FC welcomes applications from the below, however **only groups from Norfolk and Suffolk** will be considered:

- Charities
- Schools
- Voluntary and community groups
- Sports clubs
- Parish or town council
- Individual fundraising appeals

Norwich City FC also welcomes applications from armed forces.

What support can Norwich City FC provide?

Norwich City FC receives over a 1,000 requests each year. Whilst unable to fulfil all requests, the club is committed to delivering support where possible and has a charity policy in place to facilitate this.

- During the 2015-16 season (August 2015-May 2016), pennants signed by Norwich City first team can be requested to use for raffle prizes, auctions or other fundraising events.
- During the 2015-16 season (August 2015 – May 2016), five match day ground collections will be allocated by the Charity Steering Group.

On receiving support from Norwich City FC, successful applicants will be required to complete a short form after the event demonstrating what has been achieved / raised through Norwich City FC's support.

Community Heroes

Throughout the season, at every home match, Norwich City will invite a deserving community-minded individual to be the game's 'Community Hero' and place the match ball onto a special plinth prior to kick-off. Whether the individual works in the emergency services or the armed forces, is a carer or charity champion, a super fan or a regional sporting hero, the initiative celebrates the good work people do in their local community. If there is anyone you think deserves special recognition for their community efforts or personal achievements, please contact the Club via **communityhero@canaries.co.uk**.

Wish Days

As part of Norwich City's ongoing commitment to good causes and charity work, the Community Sports Foundation also hosts special Wish Days for children and adults with serious or life-threatening illnesses.

For further information, contact: **Charity Requests, Community Sports Foundation, Norwich City FC, Carrow Road, Norwich, Norfolk, NR1 1JE / Tel: 01603 761122 / Email: Charityrequests@canaries.co.uk**