

ECB LEAGUE EMERGENCY LOAN SCHEME 2020

GUIDANCE NOTES FOR CRICKET LEAGUES

1. Aim

1.1 The ECB League Emergency Loan 2020 aimed to support affiliated Leagues during the COVID-19 crisis by providing funding to assist leagues to cover the cost of cricket balls plus, unrecoverable costs above £2,000 in the 2020 season which may include:

- The cost of block booking/hire of grounds
- The cost associated with the production of league handbooks
- The cost of purchase of kit and/or equipment
- The cost of staging events

1.2 The scheme is funded by the England and Wales Cricket Trust (EWCT), a wholly owned charitable subsidiary of ECB.

2. Eligibility

Leagues will need the following:

- Affiliation direct to ECB, or a partnership agreement via their County Cricket Board (CCB) or the National Asian Cricket Council (NACC), National Cricket Conference (NCC) or Afro-Caribbean Cricket Association (ACCA) in 2019 or 2020
- A constitution/governance documents
- Most recent financial accounts and a 'year to date' position, if available
- Current bank statement for all League accounts
- Shortfall summary (from purchase of cricket balls and other costs)
- Invoice or proof of order(s)
- Request to supplier(s) for deferred payment
- Evidence of adoption of [Safe Hands Policy](#)* or commitment to adopt (see Section 6.4)

3. Costs which may be applied for:

3.1 The cost of cricket balls plus unrecoverable costs above £2,000 in the 2020 season which may include:

- The cost of block booking/hire of grounds
- The cost associated with the production of league handbooks
- The cost of purchase of kit and/or equipment
- The cost of staging events



3.2 Before applying for costs, it is important that Leagues seek to negotiate a deferral of payments where possible.

4. Amount of Loan

4.1 Leagues can apply for up to £50,000. If your League requires a loan exceeding this limit, please contact the ECB Facilities Help Desk by emailing loans@ecb.co.uk.

4.2 All loans will be interest free.

4.3 Leagues applying to this loan scheme can also apply to the ECB Return to Cricket Grant Scheme. When requesting an application form for the grant scheme from the local CCB, Leagues should declare their intention to apply to the League Emergency Loan Scheme.

5. Launch Date

The scheme will open on Thursday 7th May 2020, until further notice.

6. Application Process

6.1 The application process is through the new ECB Investment Management System (IMS), created to minimise administration and enable end-to-end online management [here](#).

6.2 The League will need to identify a Key Contact to register the League on the system and to complete the application process. A Second Contact (Authorised Signatory) will also need to register themselves online and then request to join the relevant League's account. Both Contacts will need to have access to separate email accounts in order to be able to countersign the Loan Offer contract. Neither Contact can be an employee of a CCB, Cricket Wales or the ECB.

6.3 The Key Contact will be able to access IMS to complete the online application but will not be able to submit the completed application to ECB without CCB verification, which could take up to seven days.



6.4 Leagues will be required to upload the following documentation online:

- Constitution/governance documents
- Most recent financial accounts and a 'year to date' position, if available
- Current bank statement for all League accounts
- Shortfall summary (from purchase of cricket balls)
- Invoice or proof of order(s)
- Request to supplier(s) for deferred payment
- Evidence of adoption of [Safe Hands Policy](#)*

*Where a League does not currently request its Clubs adhere to ECB's [Safe Hands Policy](#), the League shall, within 12 months of the date on which recreational cricket resumes in the United Kingdom, request that its Clubs adopt the policy. This will be made a condition of the loan award.

7. If an Application is Successful

7.1 The ECB will aim to issue a copy of the Loan Offer Letter, by email, to both League Contacts within 10 working days of receipt.

7.2 To accept the Loan Offer, both Contacts will need to sign the Acceptance Form (using the DocuSign process) within 30 days. Once both signatures have been obtained by ECB, a final version of the contract will be issued to the League for its records.

7.3 Leagues will also be required to complete a Direct Debit Form for loan repayments, which will be issued by email.

7.4 ECB will aim to arrange payment of the loan direct to the League's dedicated bank account, by BACS transfer, within 10 working days of receipt of the Acceptance Form and Direct Debit Form.

8. Repayment of Loan

8.1 The League will be issued with a repayment schedule and will repay the loan in quarterly instalments over a one-year period, with the first repayment due not before **24 May 2021**.



8.2 The dates of the quarterly repayments, by Direct Debit to ECB, will be:

- 24 May
- 29 August
- 25 November
- 25 February

8.3 ECB will consider requests for flexible repayments over the four quarters.

9. Contacts

Should you have any queries relating to the ECB League Emergency Loan Scheme or how to use ECB IMS, please contact the ECB Facilities Help Desk by emailing loans@ecb.co.uk.