



## Disability Cricket Champion Club (DCCC) Grant Scheme 2022

### Guidance Notes

#### 1. Aims

- 1.1 The Disability Cricket Champion Club (DCCC) Grant Scheme (the “**Scheme**”) aims to support Clubs to provide regular cricket opportunities for disabled individuals.
- 1.2 The Scheme is funded by the England and Wales Cricket Trust (**EWCT**), a wholly owned charitable subsidiary of England and Wales Cricket Board Limited (**ECB**).

#### 2. Eligibility

- 2.1 The Scheme is open to ECB affiliated Cricket Clubs in England and Wales (each, a “**Club**”).
- 2.2 In order to apply for a Grant under the Scheme, Clubs will need the following:
  - Affiliation to ECB\* via its County Cricket Board (CCB)
  - Constitution, Articles of Association or equivalent governing document
  - Valid Public Liability Insurance
  - Recent Club bank statement (dated within past three months)
  - Adoption of the ECB Safe Hands Policy
  - To certify that all individuals carrying out roles in connection with the delivery of the project and which require a DBS check, have obtained the necessary clearance.

*\*Includes Clubs affiliated to ECB nationally, via the African Caribbean Cricket Association (ACCA) or National Asian Cricket Council (NACC).*

#### 3. What the Grant must be used for (Approved Grant Activities)

The Grant can be used in one or more of the following areas for the 2022 cricket season:

- **Additional Equipment** - purchase of additional equipment to make the game more accessible.
- **Coaching Fees** - to support the delivery of disability cricket sessions; however, there must be at least one coach engaged in each session from the host Club, to promote integration within the Club set-up, as well as increasing the confidence of the coaching workforce and sustainability of disability cricket within the Club.
- **Promotion** - Promotion of disability cricket sessions at the Club through physical and digital assets and taster sessions.

#### **4. Amount of Grant**

4.1 The Grant is £500 per Club.

4.2 Each application will be assessed on its own merits.

#### **5. Key Dates**

- Monday 28 February 2022 – the Scheme opens to applications.
- Friday 6 May 2022 - closing date for applications to be submitted (or when the funds run out, whichever is sooner).
- Friday 16 December 2022 – closing date for claims, together with any supporting evidence, to be submitted.

#### **6. About the Scheme**

6.1 The EWCT will provide grants to up to 120 Clubs across England and Wales. Once this number has been reached, no further grant funding will be available under this scheme in 2022.

6.2 In addition to the Grant, each successful Club will receive a complimentary kit bag containing plastic playing equipment and a range of balls and markers to help facilitate coaching drills and games.

6.3 As part of the online process on IMS, Clubs will be required to provide a brief project description, outlining how the Grant will enable them to:

- Introduce disabled people to cricket at their Club, and/or
- Increase the frequency that disabled people play cricket at their Club, and/or
- Improve the cricket experience for disabled people at their Club.

6.4 Please note that Clubs will only be permitted to receive a grant under this Scheme once. Accordingly, any Club which received funding in 2021 is not permitted to re-apply.

#### **7. Application Process**

7.1 Clubs will be required to complete an online application via the ECB Investment Management System (IMS), which is accessible from: <https://ims.ecb.co.uk/IMS/>

7.2 The Club will need to identify two contacts (authorised signatories of the Club) to act on its behalf for the project. Both contacts will need to have the following:

- the Club's express authority to apply for funding on behalf of the Club and to contractually bind the Club on all matters relating to the funding, including, if successful, signing the relevant contracts on behalf of the Club
- a personal user account created on IMS
- a personal email address
- reasonable IT skills

7.3 All new user account details will need to be verified by the local CCB / ECB, which may take up to seven days. Once verified, the key contact will be able to complete the online application and upload any supporting documentation.

7.4 On completion of the application, it can be submitted and a review will be conducted by the ECB within 30 days of receipt. The ECB may refer the application back to the Club if further information is required, or reject the application if the project is deemed ineligible.

7.5 **Clubs must not proceed with their project before they receive the Grant Offer Letter from ECB, via IMS.** If a Club is subsequently found to have completed the project before receiving the Grant Offer Letter, the funding may be withdrawn (see Section 4.3).

- 7.6 Any Grant offered is on an understanding that the information provided within the application is correct. The ECB reserves the right to request further evidence from the Club to support this information, if necessary, at any stage during the process, and to withdraw any offer in entirety if such evidence is not provided to ECB's satisfaction.
- 7.7 If an application is unsuccessful, the Club will be notified and, where reasonably possible, given guidance and assistance to engage with the scheme or a similar scheme in subsequent years. Clubs interested in supporting disability cricket activity will be encouraged to access other support and resources through the ECB website and from their local CCB.

## **8. If an Application is Successful**

- 8.1 A Grant Offer Letter will be issued by email, usually within 30 days of receipt of the Club's completed application.
- 8.2 To accept the Grant, the two contacts (authorised signatories) of the Club will be required to electronically sign the Grant Offer Letter (using the DocuSign process) within 30 days of the date of the Grant Offer Letter.
- 8.3 On receipt of the signed Offer Letter by ECB, the complimentary kit bag will be distributed to the Club's Main Contact address, as set out in the application.
- 8.4 On completion of the Project, the Club will need to submit a claim on IMS, and by no later than Friday 16 December 2022.
- 8.5 The Club will also be required to provide feedback on the success of the Project when making a claim. This will include, without limitation, outcomes, numbers impacted, photos, publicity etc., and any other information reasonably requested by, or on behalf of, EWCT.
- 8.6 Payment of the Grant direct to the Club's designated bank account will usually occur within 10 working days of the claim and supporting evidence being approved by the EWCT (in its absolute discretion).
- 8.7 Any failure by the Club to submit a claim in accordance with the instructions and by the specified deadline may result in payment of the Grant being delayed, reduced or withheld.

## **9. COVID**

Should further COVID restrictions or related measures limit the planned activity under the Project, the Club must notify the EWCT without delay and, at the EWCT's sole discretion, either (a) the deadline for delivering the Approved Grant Activities may be extended and all other terms of the Offer Letter shall be unaffected; or (b) the Offer Letter will be deemed to be void ab initio and, for the avoidance of doubt, the EWCT will not be required to pay the whole or any part of the Grant to the Club.

## **10. Contacts**

Should you have any queries relating to the scheme or how to use IMS, please email: [disabilitycricket@ecb.co.uk](mailto:disabilitycricket@ecb.co.uk) or [grantmanagement@ecb.co.uk](mailto:grantmanagement@ecb.co.uk)