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# NAEGA Conference Concessions Scheme 2003

NAEGA has established a Concessions Scheme to facilitate member attendance and participation in the 2003 Conference at CHESTER.

## The 2003 Concession Scheme will include help towards:

- Conference Fees for members on modest or constrained income including those who are Retired, Students, Unemployed Without a substantial or main employer
- Travel costs of any member resident in the UK
- Care costs for dependents.

## Exceptionally the trustees will consider applications where there is a very late change in delegate circumstances

NAEGA wishes to make the concessions as simple as possible to claim and administer. However, NAEGA has decided that the trustees will operate separately from the Conference administration and will do so confidentially. To apply, print off and complete application form below and send it to:

Jonathan Brown, 1 Westfield Park, Gosforth, NEWCASTLE upon TYNE, NE3 4XX.

Or email [jfb2@tutor.open.ac.uk](mailto:jfb2@tutor.open.ac.uk) Or phone 0191 285 7445.

If you have any enquiries about the scheme or your eligibility please contact Jonathan Brown.

## HOW MUCH?

There will be no fixed amount for the concessions. However the sort of maximum figures that the trustees will normally consider towards Conference Fees is £200.

Travel costs: NAEGA will help with UK members whose costs by the cheapest available rail/air fare to Chester exceed £50. NAEGA will meet the difference between £50 and the actual fare calculated on this basis. For unemployed members NAEGA will help with fares over £20.

The maximum contribution towards care costs is likely to be £100.

The travel and care costs concessions can be awarded, in addition to, or separately from, help towards Conference Fees.

## PAYMENT

1. For Concessions that reduce the Conference Fee, the trustees will issue a Voucher that should accompany the Conference Booking form together with a cheque for the remainder. INVOICES cannot be issued where such a concession is awarded.
2. For care cost and travel bursaries, delegates will receive a NAEGA cheque on registration at Chester.

## PROCESS

Applications for bursaries will be considered on a first-come-first served basis. The trustees will try to make decisions within 10 days of receiving an application. No applications will be processed after 10 June 2003. The application form is relatively simple to complete.

Applicants in full-time or substantial employment are expected to ask their employer for assistance to attend/meet travel costs and to produce a copy of the letter (or e-mail) of refusal.

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**CONFIDENTIAL**

# Conference 2003 Concessions Application Form

Name \_\_\_\_\_

Telephone \_\_\_\_\_

E-mail \_\_\_\_\_

Address \_\_\_\_\_

NAEGA Membership No \_\_\_\_\_

**Please tick as appropriate and give any additional information requested.**

## **For help with Conference Fee**

**RETIRED**

I am retired and have no other income than my pension.

If retired but you have other income please give your net monthly income (pension + earnings etc) = £\_\_\_\_\_

**STUDENT**

I am a full time student at \_\_\_\_\_ (name of institution)

If you are a part time student but have no other earnings please give details.

If you are a part time student and have other income please give a total net monthly earnings figure £\_\_\_\_\_

**UNEMPLOYED**

I am unemployed.

**LOW INCOME**

I consider my income to be modest or constrained and my employer is not prepared to pay the Conference Fee\*. Please give your net monthly earnings and details of the employers refusal to sponsor you £\_\_\_\_\_

**NO MAIN EMPLOYER**

I have no main or substantial employer. Please give net monthly earnings £\_\_\_\_\_

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**CARE COSTS**

I am responsible for the care of \_\_\_\_\_  
(give brief details of the position and wish to be considered for a concession of £\_\_\_\_\_ [you give details of the sum you require or feel is appropriate] towards the costs of this care whilst I attend the NAEGA Conference).

**TRAVEL**

My train/air ticket to Chester has been priced at £\_\_\_\_\_ (and give details of route and the basis of the estimate – for this purpose the nearest rail station is Chester to which add £5 for taxis). My employer (where appropriate) has refused to assist with travel costs.\*

**NB** Although travel bursaries will normally be considered on the basis of the cheapest rail/air fare, the trustees will consider other means where there are special circumstances. In which case give brief details.

I certify that the information I have given on this form is accurate.

Signed \_\_\_\_\_

Date \_\_\_\_\_

Please return the form to:

Jonathan Brown  
1 Westfield Park  
Gosforth  
NEWCASTLE upon TYNE  
NE3 4XX.

Or e-mail [jfb2@tutor.open.ac.uk](mailto:jfb2@tutor.open.ac.uk)

Or phone 0191 285 7445.

JB will also answer queries about its completion.

\* Applicants in full-time or substantial employment are expected to ask their employer for assistance to attend/meet travel costs and to attach a copy of the letter (or e-mail) of refusal to this application.