

## About the Bursary fund

The Bursary scheme is run for the benefit of people who cannot afford to come to an Autscape event. For example:

- The fee may be too high for you to afford
- You may have high travelling costs
- You may need a discount in order to afford to bring a support person. (Please read the note regarding support people on the application page)
- You may have accessibility needs the venue cannot meet and need a discount on your Autscape fee so that you can afford to stay in a nearby hotel or other property that better meets your needs.

The above list is not meant to be a complete list.

The bursary scheme is run by the Autscape Board (the Charity Trustees).

Please note that the event organisers, who include the people processing your booking, have no say in your bursary application.

You do not need to wait until your bursary application is processing before making a booking. If you will not be able to afford Autscape without one of the bursaries tick the relevant box on the booking form. If we hear from the board that your submitted bursary application could not be fulfilled this year your place will be cancelled and your deposit returned unless you can come up with an alternative means of paying.

The bursary is funded by people paying the higher fee to attend. Autscape does not get any grants or government funding. If you have an alternative way of applying for funding other than the bursaries please use that as a preference.

To apply for a bursary [click here](#) (technical part to go to next page)

## **Bursary applications**

If you want to apply for a bursary you should also apply for your place and tick the relevant box in the registration process to let the Registrar know that your place is dependent on you being successful.

If you are on the waiting list for a place you can apply in advance and let the Registrar know.

The Bursary fund committee will need to know why you need a bursary and why you cannot afford to come. See below for what to include.

You do not need to say why you cannot afford to come in the following two circumstances:

### **A non participating Support worker/carer/dependent.**

Some people need to bring a person to support them to Autscape. If this person won't be attending our programme you can apply to the bursary scheme for a small discount which will be guaranteed. We regret that the discount will only be small; this is because most of the conference fee goes towards the venue's accommodation and catering and the part that pays for the programme is relatively small. You may however apply for an additional bursary, but this would not be guaranteed.

### **Off site accommodation to meet a need that is not possible on site.**

Some people may not be able to come to an event because the venue does not cater for their need eg. Disabled adapted room, en-suite or accommodation upstairs without a lift. In these circumstances Autscape may fund the difference providing you can show that the accommodation you have chosen is the most reasonable in the area to meet your needs.

The fund is limited and applications will be looked at alongside others. Therefore it is essential you provide enough information.

Please submit your application before the deadline. If there is more than one deadline applications should be in before the final deadline.

After each deadline the Bursary committee will look at all the applications at once and decide who is successful.

If there is more than deadline and you have not been successful, your application will automatically get forwarded to be looked at again before the next deadline unless you only apply before the final deadline.

Applications which are automatically forwarded will be weighted in favour of later applications. However, please note that this does not mean an application will automatically be successful. All applications will be looked at individually and taken on their own merits. Awards will be determined by the size of the bursary fund and the amount of applications.

The last deadline may be extended by the Bursary committee in extenuating circumstances.

You will be notified by the chair of the Bursary committee as soon as possible after the deadline and they will also notify the Registrar of the outcome.

The Registrar will contact you regarding your reserved place.

If you have applied whilst on the waiting list your bursary, if awarded, will be dependent on you getting a place.

This year there are 3 deadlines. These are

**26th May, 23rd June and final deadline 21st July**

Please submit your application via email to [Bursary@autscape.org](mailto:Bursary@autscape.org)

Please read the following guidelines about what to include in your application.

If you prefer a paper copy either download the following form ***Bursary application*** and send it to:

Bursary Applications  
Autscape  
9 Daisy Lane  
Downham Market  
PE38 9ES

Or email the chair of the Bursary committee at [bursary@autscape.org](mailto:bursary@autscape.org) and ask for a form to be sent to you.

**To help you provide a brief explanation why you need a bursary please follow the checklist of what to include in an email.**

1. First say what you cannot afford to pay for (this could be more than one)

- The standard fee for yourself
- The standard fee for a child or other dependent (please say who they are and why they have to come).
- The standard fee for a support worker/carers (please say if they are a relative/friend or employee).
- The travel costs (please say where you are travelling from and method eg. Train fare)
- A supplement eg. Sink, ensuite (please say why you need these extras)
- Off site accommodation to meet my needs (please state why your needs cannot be met on site eg. Accessibility issues and give details including cost of the accommodation you wish to use)
- Other (please give details)

2. Now explain why you cannot afford these fees and anything that impacts on your finances eg

- I am on a low income
- I am on benefits
- I have to support a family
- I have no income and am supported by family
- I am paying debts
- My benefits have changed eg. Change in PIP or ESA
- I have to pay towards my own support
- Rent/mortgage payment arrears/issues
- I have high daily living costs eg. Travel costs to work
- Other

Note: if you are asking for a bursary for a non participating support worker/carer/dependent you do not need to tell us about your income but please state who they are, why you have to bring them and that they will be non participants. You do not need to answer question 4.

If you are asking for a bursary for off site accommodation you do not need to tell us about your income. You do not need to answer question 4.

3. Please tell us if:

You have never been to an Autscope event

Or

You have been to an Autscope event but not in the past two years

Or

You have been to an Autscope event in the past two years

**Please note priority will be given to those who have never been to an Autscope event followed by those who have only been over 2 years ago**

4. Finally, the Bursary fund will not cover all of your expenses. The Bursary committee will set three baseline awards of high, middle and low amounts. In exceptional cases they may award more but they could also award less. Please state **approximately** how much of an award would be **essential** for you to come to Autscope from the following amounts:

- Less than £50
- Between £50 and £100
- Over £100

**Please note that you are more likely to be successful if you only need a small amount.**

## Bursary application form

You should book a place and select that you have applied or will apply for a bursary during the registration process. You will be notified of the outcome by the Bursary committee.

You may apply for a bursary whilst on the waiting list. Please let the Registrar know if you have or intend to apply for a bursary.

Name.....

Address.....

Please tick if you have already registered

Please tick if you are on the waiting list for a place

1. Please tick what you are applying for a bursary for (this could be more than one)

- a. The standard fee
- b. The travel costs (From ..... )
- c. A carer/support worker
  - Is this person a relative/friend?
  - Is this person employed?
  - Will this person NOT be participating in the full programme?
- d. A child or other dependent adult
  - Will a dependent adult NOT be participating in the full programme?
- e. A supplement eg. Sink, ensuite (Which one.....)
- f. Offsite accommodation to meet my needs (please give details including costs)

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g. Other reason (please give details)

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2. Please explain your current situation and anything which may impact on your finances or why you need a bursary in the box provided (except if you are applying for a non participating support worker/carers/dependent or for off site accommodation) Eg.

- I am on a low income/benefits
- I have to support a family
- I have no income and am supported by family
- I am paying debts
- My benefits have changed eg. Change in PIP or ESA
- I have to pay towards my own support
- Rent/mortgage payment arrears/issues
- I have high daily living costs eg. Travel costs to work
- Other

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3. Please tick which of the following applies

**Please note priority will be given to those who have never been to an Autscope event followed by those who have only been over 2 years ago**

I have been to an Autscope event in the last two years
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I have been to an Autscope event but not in the last two years
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I have never been to an Autscope event
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4. The Bursary fund will not cover all of your expenses. The Bursary committee will set three baseline awards of high, middle and low amounts. In exceptional cases they may award more but they could also award less. Please state **approximately** how much of an award would be **essential** for you to come to Autscope from the following amounts:

(You do not need to tick this if you are applying for a non participating support worker/ carer/dependent or for off site accommodation)

**Please note that you are more likely to be successful if you only need a small amount.**

Less than £50
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Between £50 and £100
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Over £100
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Return your form to

Bursary Applications  
Autscope  
9 Daisy Lane  
Downham Market  
PE38 9ES

Or email a scan or a photography to [bursary@autscope.org](mailto:bursary@autscope.org). If you need help filling in the form please email the chair of the Bursary committee at [bursary@autscope.org](mailto:bursary@autscope.org)

**Please note the deadline for applications are 19th May, 23rd June and final deadline 21st July**

