

Travel Claims

The NFTS is committed to ensuring individuals, especially those who are typically underrepresented in Higher education and the film, TV and games Industry can attend our event, without finance being a barrier.

Therefore we have a fund to help with travel expenses to and from today's event. All payments are made on a discretionary basis and are subject to funding. Each case will be assessed individually. If successful in your application, we can offer payment for a return journey to the NFTS to enable eligible individuals to participate in Outreach events. It is not possible to claim for any food and drink costs. If you have any questions about the travel fund please contact joe.bradburywalters@nfts.co.uk

Eligibility

Individuals must be UK Citizens and meet **at least one of** the criteria outlined below in order to apply:

- Eligible for Free School Meals OR Pupil Premium when at secondary school
- From a care experienced background e.g. be currently in local authority care ('looked after') or have previously been in local authority care ('care leaver').
- Carers. Those with unpaid caring responsibilities for a family member with any type of illness, disability or addiction, who cannot manage without the carer's support.
- People from Gypsy, Roma and Traveller communities.
- Mature students, defined as prospective students aged 21 and over, with no previous university experience.
- Have a disability or specific learning difficulty as defined by the following:
 - has a social/communication impairment such as Asperger's syndrome/other autistic spectrum disorder
 - is blind or has a serious visual impairment uncorrected by glasses
 - is deaf or has a serious hearing impairment
 - has a mental health condition, such as depression, schizophrenia or anxiety disorder
 - has a specific learning difficulty such as dyslexia, dyspraxia or AD(H)D
 - has a physical impairment or mobility issues, such as difficulty using your arms or using a wheelchair or crutches
 - has a disability, impairment or medical condition that is not listed above

If successful in your application, you will be expected to pay the full cost of travel to NFTS and then claim this cost back. **If you're unable to pay these costs upfront, please contact the team Joe Bradbury Walters at outreach@nfts.co.uk and we will explore options with you.**

Terms and conditions

- You will be responsible for coordinating all logistics for transport to and from the NFTS.
- In order for us to reimburse your travel we will require you to complete a NFTS expenses form, which we will send to you if your application is successful, and attach all receipts associated with the cost of your travel.
- Expenses must be submitted no later than one month after the event takes place.
- In all instances efforts must have been made to travel by the most efficient means. Rail travel should be booked in advance and reasonable steps taken to secure reduced price tickets.
- Mileage will only be paid up to 45p for the first 150 miles and then 8p for the remaining mileage, subject to the £200 max claim threshold.
- If you fail to attend the event associated with the expenses, responsibility for any prepaid travel will fall to you.

All details and application form can be found at www.nfts.co.uk/NFTS-For-You. Alternatively, printed copies will be available from staff at the event.