

ASCNUK26

20-22 SEP  BIRMINGHAM

Funding for ASCNUK26 Conference

Funding your place through your Trust or Employer? Follow the steps below.

1. Visit conference.ascnuk.org and select Delegate Registration

2. View packages and select your preference, calculate cost per delegate

3. Apply for funding through your chosen or most relevant resource, include travel costs where appropriate, and apply for full costs for all attendees.

4. Get funding approved and, once it is...

5. Apply for the packages via the ASCNUK26 website and select either invoice (6a) or pay the full amount (6b) when prompted.

6a. Select invoice if you would like the full amount to be paid by your Trust or employer. You will need the relevant account details and/or your finance team lead/contact, as they may generate a Purchase Order (PO) for the amount before an invoice is issued by ASCN UK.

Remember to inform your Trust or employer's finance team that funding will be provided to cover the costs. Your funding source will usually provide a code or reference number to identify what the funds are for.

6b. Select the 'pay amount' option to make payment directly via the website.

7. Retain all receipts from ASCN UK to provide to your funding source as evidence that the funds were used as intended.

If you do not have a funding source please see the **Jean Preston (JP)** section on ascnuk.org, there is a claim form to complete. You will be asked to evidence **WHY** you should be a delegate, what educational and professional value you believe will be gained for attendance. You may be asked to provide a brief written testimonial as to what value the JP grant was to you for use in promotional and educational forms by ASCN UK.