

## **HONORARY FELLOWS ALLOWANCES (Changes to Rates from 1 August 2023)**

### **1. ALLOWANCES AND CHARGES**

<b>Allowance</b>	<b>Rate from 1 August 2023- 31 July 2024</b>
<b>Common Table</b> (own meals only)	<b>£55.62 per week</b>

#### **COMMON TABLE**

The entitlement is £55.62 a week for own informal meals taken in Hall during a 'meal week' (which runs from Monday lunch to Saturday brunch). Expenditure exceeding this sum and guests' meals are charged to Fellows' individual accounts through battels. Food and drink should not be purchased for consumption outside the Hall.

#### **GUEST NIGHTS AND CHARGES**

Guest Night dinners are held on Thursday during Term. Honorary Fellows may attend one guest night with one guest once per term, without charge. Book on-line at [Guest Nights](#) by 9 am on the Monday prior to the guest night (subject to availability).

**Note.** All allowances are subject to annual review and adjustment by the Remuneration and Personnel Committee.

### **2. GRANTS**

#### **ACADEMIC CONFERENCE AND SEMINAR ACCOUNT**

This account has been established to support Workshops, Conferences, Colloquia, Lectures and Seminars organised by Fellows of the College, and held for the most part at Wolfson.

In cases where the exact number of delegates is known, the Governing Body has agreed an amount based on £20 per day, per delegate, up to a maximum of £1000 per application. Open meetings and lectures where numbers of attendees are unknown may also receive support up to a maximum of £1000 per application. All applications will be approved subject to budget, and it is expected that external funding will also be sought. Funds may be spent as required by the convener, e.g. for catering, guest rooms, travel expenses, etc.

**Applications should be made in writing to the College Secretary.** To qualify for the £20 per day per delegate rate, a list of participants should be provided. It is the responsibility of the convener to confirm the availability of rooms through the Events Office, who should be asked to send any invoices to the College Secretary ([college.secretary@wolfson.ox.ac.uk](mailto:college.secretary@wolfson.ox.ac.uk)) for approval against the Academic Conference and Seminar Account once the level of allocation has been confirmed. Please note that once all funding has been allocated, no further funding can be granted from the Academic Conference and Seminar Account. Please follow the link:-

[Academic Conference and Seminar Account Form](#)



### **3. DINNERS**

#### **FELLOWS WELCOME DINNER (MICHAELMAS TERM), RETIREMENT DINNER (HILARY TERM) AND FOUNDATION DINNER (TRINITY TERM)**

All Fellows (as well as Visiting Scholars and Elected GPC and GB members) are invited, as College guests, to the termly Governing Body Dinners and to the Foundation Dinner in June.