

RESEARCH AND JUNIOR RESEARCH FELLOWS ALLOWANCES
(Changes to Rates from 1 August 2023)

1. ALLOWANCES AND CHARGES

Allowance	Rate from 1 August 2023-31 July 2024
Common Table (own meals only)	£55.62 per week
Academic Grant	£818 per annum
Guest Night discount (own meals only)	Discount of 50% for one Guest Night dinner per term

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.

Research and Junior Research Fellows are also entitled to a 40% discount on their own informal meals expenditure (on kitchen prepared items) in excess of the Common Table limit.

INFORMAL MEALS GUEST DISCOUNT

For informal meals there is a 25% guest meals discount on the kitchen prepared items.

GUEST NIGHTS AND CHARGES

Guest Night dinners are held on a Thursday during Term. Book on-line at [Guest Nights](#) by 9 am on the Monday prior to the guest night (subject to availability). A discount of 50% is available for one Guest Night dinner per term (own meals only, guests charged at full price).

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

COMMON ROOM

There is only one Common Room organisation for Fellows and Graduate Students alike, and all Fellows and Members pay a subscription which is currently, for Fellows, £58.50 per annum (pro rata at £19.50 per term for those joining in Hilary or Trinity terms).

Spouses and partners of members of College are entitled to apply for Associate Membership of Common Room, and are charged at the same rate and frequency as the member with whom they are associated.

2. GRANTS

ACADEMIC FUND

The Academic Fund supports academic related needs for which there is no other funding available, including travel, conference fees, subsistence, and in certain circumstances, books. Wherever possible, applications need to be made and authorised prior to the related event, except in unavoidable circumstances when an explanation should be provided as to why the claim is retrospective. Wolfson uses a gathered field system for apportioning grants from the Academic Fund and each Fellow can claim up to £818 per financial year. For any one gathered field allocation there may be numerous applications, and the total sums applied for by individuals cannot always be guaranteed. The applications are assessed twice termly by the Academic Fund Panel. Applicants are expected to seek funding from other sources and to provide evidence of having done so. The deadline for receipt of applications is the Wednesday of Weeks 2 and 7. Please follow the link:-

[Academic Fund Form](#)

NB – Holders of some named externally funded Junior Research or Research Fellowships are not eligible to apply for these grants, eg Wiener-Anspach, Sciana.

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) 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.

PARTICIPATION IN COLLEGE ACTIVITIES

Wolfson College expects all Fellows to take part in the activities of the College. Research and Junior Research Fellows may sit on most College Committees (excluding the Fellowships and Membership Committee) and may stand for election as one of the six elected members of the Governing Body. In Hilary Term, Fellows will receive a Committee Membership form from the College Secretary on which they can volunteer for Committee membership. Recommendations for Committee membership are made by the Nominating Committee and approved by the Governing Body.

Research Fellows and Junior Research Fellows are encouraged to act as 'College Adviser' for up to five students.

Professor Loren Landau is the current Wolfson Research Fellow/Junior Research Fellow Liaison Officer and may be contacted on loren.landau@qeh.ox.ac.uk