RESEARCH AND JUNIOR RESEARCH FELLOWS ALLOWANCES
(Changes to Rates from 1 August 2020)

1. ALLOWANCES AND CHARGES

<table>
<thead>
<tr>
<th>Allowance</th>
<th>Rate from 1 August 2020 - 31 July 2021</th>
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<tbody>
<tr>
<td>Common Table (own meals only)</td>
<td>£47.73 per week</td>
</tr>
<tr>
<td>Academic Grant</td>
<td>£702 per annum.</td>
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</tbody>
</table>

COMMON TABLE
The entitlement is £47.73 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 Thursdays of Term. Please note that, due to COVID-19, guest nights are not taking place during Michaelmas Term 2020. The charge for a guest night is £38.00 per person for all Fellows and their guests. Book on-line at http://www.wolfson.ox.ac.uk/guestnights by 11 am on the Wednesday prior to the guest night (subject to availability).

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, £48.50 per annum (pro rata at £16.50 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 GRANTS
The Academic Grant is normally for travel and subsistence to seminars, conferences and other support related to research, and is subject to budget availability. 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 late. The gathered field applications are assessed twice a term and the total awarded will depend on the strength of the bid and the budget available. 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 late. The gathered field applications are assessed twice a term and the total awarded will depend on the strength of the bid and the budget available. Each Fellow can apply for up to £702 per financial year. Research and Junior Research Fellows are expected to seek funding from other sources and to provide evidence of having done so. Given that for any one gathered-field allocation there may be numerous applications, Research and Junior Research Fellows will understand that the total sums applied for by individuals cannot always be granted.

The deadline for receipt of applications is the Wednesday of Weeks 4 and 7. Receipts should be provided to the Bursar’s PA (bursars.office@wolfson.ox.ac.uk) with the application, or as soon as possible afterwards. Payment will not be made without receipts to the value of the award. This is important for taxation reasons. Academic Grant application forms should be obtained from, and returned to, the Bursar’s PA (bursars.office@wolfson.ox.ac.uk)

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

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 £10 per day, per delegate, up to a maximum of £600 per application. Open meetings and lectures where numbers of attendees are unknown may also receive support up to a maximum of £600 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 Senior Tutor via the College Secretary for approval by Academic Committee. To qualify for the £10 per day per delegate rate, a list of participants should be sent to the College Secretary. 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 below:-

Academic Conference and Seminar Account Form
3. DINNERS

FELLOWS WELCOME DINNER (MT), RETIREMENT DINNER (HT) AND FOUNDATION DINNER (TT)
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. There will not be a Dinner during Michaelmas term 2020.

PARTICIPATION IN COLLEGE ACTIVITIES
We expect 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 Christina Redfield is the current Wolfson Research Fellow/Junior Research Fellow Liaison Officer and may be contacted on christina.redfield@bioch.ox.ac.uk