Humanities Cultural Programme VISITING FELLOWSHIP FUNDING 2020

Further Particulars

Details of Fund and Application Process

Overview of fund: The Humanities Cultural Programme Visiting Fellowship scheme is set up to support Oxford Researchers in hosting Visiting Fellows in Oxford. Building on existing schemes of Visiting International Fellows and Visiting Global South Professors, this new stream is specifically for Visiting Fellows who are artists, writers, arts practitioners, and performers.

Each Fellowship will be supported through TORCH to deliver three (or more) public events, and associated activities tailored to more specific audiences – these might include students, local theatre partners, or masterclasses, workshops etc.

Eligibility: The Humanities Potential HCP Visiting Fellows can include artists, writers, arts practitioners, and performers of any kind. University of Oxford postholders must hold a contract for the whole period covered by their application.

Length of Fellowship: Visiting Fellowships can hold the association for up to 1 calendar year and must be in Oxford for a minimum of three events, and help curate the associated activities.

Assessment Criteria: Applications should include details of the proposed programme of events/activities for the Visiting Fellows. Applications should:

- Clearly explains the context and rationale for the proposed Visiting Fellow;
- Provide a clear timeline for activity for the Visiting Fellow. Please provide a clear and concise summary of the public events, seminars, workshops etc. in which they will be involved, including details of suggested venues, speakers, audiences, etc.;
- Give an outline budget;
- Clearly explain what the envisioned legacy for the proposed Fellowship is; what new connections will be established, and what the fit is with any existing projects, networks or programmes;
- Show what other funds have been raised externally and/or internally.

Application Review Process: All applications are made via IRAMS and are assessed by the Humanities Cultural Programme Steering Group, in accordance with the Humanities and University funding regulations and procedures.

Please reference this document when making applications to the **Humanities Cultural Programme Visiting Fellowship Fund.**

Name: Please include the name of the lead applicant. Please note that lead applicants must have a University of Oxford Single Sign-On and should hold a contract for the full length of the proposed fellowship. External partners are advised to liaise with Dr Victoria McGuinness, Head of Research Partnerships, as to how to submit an application: victoria.mcguinness@humanities.ox.ac.uk

Applicant Title/Association: Please indicate the department/faculty and/or college of the lead applicant.

Proposed Visiting Fellow Name: Please include the name of the proposed Visiting Fellow.

Proposed Visiting Fellow Title/Position: Please include the title and position of the proposed Visiting Fellow.

Date(s) of proposed Fellowship: Please indicate the date(s) of the proposed fellowship. If precise dates are not fixed, please indicate the proposed range of weeks/months for the fellowship.

Executive Summary: Please explain the context and rationale for the fellowship.

Fit with Humanities: Please explain how the Visiting Fellow would connect with the teaching and/or research of Oxford Humanities. Indicate a programme of proposed events/activities for the Visiting Fellow (please note: a minimum of 3 events/activities is expected). The lead applicant should outline why they have selected the researcher and how their research and practice would contribute to the students and researchers of University of Oxford, as well as how the research and student community can learn from the Visiting Fellow and develop longer term partnerships.

Applicants should consider how the proposal fits with faculty/departmental/divisional/University strategies and research across the University.

Each application should also consider the connections elsewhere in the University (including GLAM (Gardens Libraries and Museums), outside of the University, and be open to co-hosting with an external cultural partner where relevant.

Please indicate any legacies or outputs associated with the project/event(s) and consider how the legacy or outputs of the proposed project fit with the strategy of the Humanities Cultural Programme and/or the Schwarzman Centre.

Audience: Applications should include explicit statements on target audiences and how those target audiences will be reached. Consider what different audiences may exist for

your programme of events/activities and explain how you will reach and appeal to those target audiences. Where relevant, applicants should be explicit as to how schools will be involved in projects/events.

Timeframe: Please outline the key milestones.

Budget: Please indicate what costs are involved and detail all known/anticipated costs.

Total Budget
The maximum you can request is £10,000 which is to cover travel and accommodation of up to £5,000 and a budget of up to £5,000 for activities/events.

Budget Constraints
Please be aware that, in line with its charitable objectives, the University is not able to pay for first class travel or 4 or 5* hotel accommodation. Where professional fees are included in the budget, applicants should indicate precisely what goods or services those fees are to cover and to whom those fees would be paid.

Budgets should be financially prudent, and applicants should make attempts to reduce the cost of proposals where possible (for example, through the hire rather than the purchase of equipment). Consideration should be given to the full project costs, this may include but is not limited to travel, accommodation, venue costs, catering costs, professional fees, costs for photography/filming, costs for materials. Pre-application guidance on costs can be accessed from the **Indicative Costs – Goods and Services** guidance document or the **Indicative Costs – Fees** guidance document available on the TORCH Funding call or by emailing the HCP Team on hcp@torch.ox.ac.uk

Visiting Fellow Statement: Applicants should approach proposed fellows prior to making an application to secure support. Applications should include a statement from the proposed fellow supporting the proposed fellowship and programme of activities/events. The application should include the Visiting Fellow's CV, resume, or similar.

Sustainability: Applicants are advised to consider the University's commitment to reduce its carbon emissions by 50% from its peak by 2030 when making applications for funding.

Further questions: Please send requests for any further information please email the HCP team on hcp@torch.ox.ac.uk