

Humanities Cultural Programme Funding

Indicative Costs - Fees



Please reference this document when making applications or administering funds from the **Humanities Cultural Programme Project Fund** and the **Humanities Cultural Programme Visiting Fellowship Fund**.

The costs given for general support, speaker fees, and performance fees are indicative only and are designed to act as guide in drafting applications to the Humanities Cultural Programme.

Awardees are advised to confirm fee level and payment process in advance of incurring expenditure. Please note: **all fees are indicative only and reimbursement will only be made against receipted expenditure.**

The maximum number of hours claimed must be in line with any relevant visa conditions. In the case of student payments, the University's regulations regarding maximum working hours must be obeyed.

X denotes that the cost is ineligible for funding for the given group.

External parties are individuals that are self-employed or employed by a private company that is not part of the University of Oxford or its colleges.

For enquiries related to Humanities Cultural Programme costs and funding, please email the Humanities Cultural Programme team: hcp@torch.ox.ac.uk.

General Support

The following indicative costs are for individuals providing general support. TORCH provides project/event/activity support as part of its in-kind package. Please also note the other in-kind services provided by TORCH listed on the '**Humanities Cultural Programme – Indicative Fees for Goods and Services**' document when determining whether general support is required.

LEVEL	COST ⁱ	PAYMENT PROCESS
UG	G5.1 (£13.88 ph)	Casual Contract
PGR/PGT	G7.1 (£17.55 ph)	Casual Contract
Early Career	G7.1 (£17.55 ph)	Payroll
Postholder	X	X
External (new graduate)	G5.1 (£13.88 ph)	Invoice
External (3 yrs' experience)	G7.1 (£17.55 ph)	Invoice
External (5 yrs' experience)	G7.1 (£17.55 ph)	Invoice

Speaker, Performance, and Specialist Fees

The following indicative fees are for speaker/performance/performer/musicians/artists/dancer etc. and for specialists such as dramaturgs, camera/sound/lighting specialists, choreographers, directors, editors etc. (this list is not intended to be exhaustive). Please note: speaker fees will not usually be paid where the speaker has an employment contract with the University of Oxford which covers work of this type.

A half day is expected to include a minimum of 3.5 hours working time.

LEVEL	COSTⁱⁱ	PAYMENT PROCESS
UG	£25 per hour (£75 per ½ day)	Casual Contract
PGR/PGT	£28.50 per hour (£100 per ½ day)	Casual Contract
Early Career	£32 per hour (£112 per ½ day)	Payroll
University Employee	Discuss with HCP Team	Discuss with HCP Team
External (new graduate)	£25 per hour (£75 per ½ day)	Invoice
External (3 yrs' experience)	£32 per hour (£112 per ½ day)	Invoice
External (5 yrs' experience) ⁱⁱⁱ	£40 per hour (£140 per ½ day)	Invoice

ⁱ These costs are in line with the University's salary scales (<https://finance.admin.ox.ac.uk/salary-scales>).

ⁱⁱ The speaker and performance fees detailed above are in line with the Artists' Rates of Pay, Artist's Union England, 2020 (<https://www.artistsunionengland.org.uk/wp-content/uploads/2020/09/AUE-RATES-OF-PAY-GUIDELINES-2020.pdf>).

ⁱⁱⁱ This rate is in line with the Musician's Union Live Rates (<https://www.musiciansunion.org.uk/Files/Rates/Live-Rates/Casual-stage-rates>).