



Allowance for Research Associates of Jesus College, Oxford

I. Major Research Grants Fund

Note – Governing Body reviews the value of this allowance in-year.

I. Major Research Grants Fund

Eligibility: all Research Associates. Research Associates may apply once during their tenure at the College.

Value: The value of grants are typically up to £3,000. Please note that any items purchased from the Major Research Grants Fund will remain the property of the College for five years, whilst their value is depreciated over that period. After that, they may become the property of the recipient. For the five years, the items may still be held and used by the recipient.

Purpose: to support early-career researchers, beyond the funds they receive from their department/faculty or external funder.

How to apply: applications for grants are should be made to the Principal, usually by the end of the 6th week of Hilary Term (the Principal's Secretary circulates information inviting applications). Applications should set out the purpose, likely timescale and costs of the proposed research activity. Where the funds being sought might reasonably be expected to be obtained from research grants or other sources, applicants should explain why this has not been possible in their case.

Deadline: Friday of 6th week of Hilary Term: possibly also a Trinity Term deadline, if the funds are not exhausted in Hilary Term.

Administrative contact: for applications - the Principal's secretary, Mrs Helen Gee (helen.gee@jesus.ox.ac.uk). For invoices and receipts etc for awards made - Dr Alexandra Lumbers, Academic Director (academic.director@jesus.ox.ac.uk)

Major Research Grants may be claimed by completing the Expenses Claim Form which can be downloaded from the Allowances section of the College intranet

at <https://intranet.jesus.ox.ac.uk/academic-office/for-fellows-lecturers>. The form has a tab with guidance notes explaining both the responsibilities of the claimant and the authoriser on claiming 'business expenses only' for which they need to sign off when they claim. The completed form giving brief details of the research activities/items to be supported and the amount required along with the receipts/invoice should be emailed or handed to the Academic Director, Dr Alexandra Lumbers.

Dr Alexandra Lumbers
Academic Director
October 2025