

## Awards for Sabbatical Study

The Oppenheimer Memorial Trust (OMT) awards a number of grants each year to support scholarship at South African Higher Education Institutions. These awards are intended specifically for full-time academics undertaking sabbatical study and preference is given to candidates with proven records of teaching and research.

Applications will be treated confidentially and must be supported by the following documentation:

- **Motivation:**

A signed statement (not more than 500 words) that addresses the following points:

- The rationale for the intended programme of work
- the relevance of the study to the South African context and the anticipated outcomes
- the perceived benefits personally and to the academy and the broader community
- position to be filled on completion of the sabbatical

- **Proposed Programme of Work:**

- A brief synopsis of the work programme (“the project”, in lay terms), time frames and key objectives
- the names and locations of host institutions, locally and/or abroad
- the names and designations of collaborators
- confirmation of offers of appointment and institutional support where “visiting status” (or similar) is granted

- **Personal Information, Qualifications, Academic and Teaching Record:**

- An up to date abridged *curriculum vitae* (not more than four pages) and a recent photograph (3x4 cm)
- a listing of publications, notably in peer-reviewed journals, (by way of an annexure)
- positions held, work experience and responsibilities
- details of awards and NRF rating/s, as applicable
- the names and designations of three referees

- **Letters of Recommendation / Referees’ Reports:**

- Referees must be familiar with the applicant’s current and intended work and must be requested to submit signed letters or reports under separate and confidential cover directly to the Trust

- **Financial Position:**

Applicants must disclose their personal financial position and submit a one page income and expenditure budget that spans the period of study, indicating:

- Income from all sources including offers of institutional support, paid leave entitlements as well as other concurrent grants, awards or fellowships (distinguish clearly between funds that have already been secured and funding that has been applied for and may be awarded pending decisions by third parties)
- Estimated costs including i.a. travel, subsistence, insurance and incidentals (as applicable, but excluding domestic commitments that may need to be met during any period/s abroad and the costs of support for any dependants)

Applications should be submitted a minimum of four months ahead of the intended date of commencement of sabbatical leave and will be reviewed and adjudicated on a rolling basis throughout the year. Failure to comply with the Trust’s requirements will result in disqualification and the provision of the information outlined above does not guarantee a positive outcome. Awards are determined at the discretion of the Trust and may be granted on a co-funding basis (i.e. partial contributions towards the overall costs).

**Notes:**

1. Applications may be submitted by hand, post or email.
2. In the normal course of events applications will be adjudicated within three to four months of the date of submission.
3. Late or incomplete applications may not be accepted.

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