

## Awards for Sabbatical Study

The Oppenheimer Memorial Trust (OMT) awards a limited number of grants annually to support scholarship at public Higher Education Institutions in South Africa. 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 written submissions must be supported by the following information and 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 and significance of the study to the South African context, the anticipated outcomes and how the work will extend current knowledge in the discipline
  - The perceived benefits to you personally, to the South African academy and to 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 CV (not more than four pages, including a synopsis of your top 2 or 3 publications) and a recent photograph (3x4 cm)
  - A listing of all publications, notably in peer-reviewed journals (as 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
  - Applicants must request their nominated referees to submit their signed letters or reports under separate and confidential cover directly to the Trust
- **Financial Position & Budget:**  
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 (attach supporting documentation) and funding applied for but not yet approved or confirmed)
  - Applicants must update the Trust on the outcomes of their requests to other potential funders listed in the budget estimates
  - 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)

### Notes:

1. Applications must be submitted electronically in word format (not as pdfs) in four discrete parts comprising 1) a motivation, 2) CV, 3) programme of work and 4) budget estimates. Other supporting documentation (where indicated in the guidelines) may be submitted as pdfs under separate cover.
2. Applications must be submitted a minimum of four months ahead of the intended date of commencement of sabbatical leave. In the normal course of events, complete applications (including updates on funding) that comply fully with the requirements will be adjudicated within four months of the date of submission. Failure to comply with the Trust’s requirements will result in disqualification and late or incomplete submissions will not be considered.
3. Awards may vary in value as partial contributions towards the overall costs and are determined on a merit basis at the discretion of the Trust. Candidates are encouraged to actively seek out co-funding from other sources.