

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.

Your application must be submitted on our applications portal, and no emailed documents will be accepted by the Trust. Please contact applicationqueries@omt.org.za if you have any queries.

INFORMATION NEEDED TO COMPLETE YOUR APPLICATION

1. Motivation

A statement (**not more than 500 words**) that describes:

1. The rationale for the intended programme of work
2. 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
3. The perceived benefits to you personally, to the South African academy and to the broader community
4. Position to be filled on completion of the sabbatical

2. Proposed programme of work

An outline of the intended programme of work detailing:

1. Please clearly indicate the start date and duration of the programme
2. A brief synopsis of the work programme in lay terms, time frames and key objectives
3. The names and locations of host institutions, locally and/or abroad
4. The names and designations of collaborators
5. Confirmation of offers of appointment and institutional support where “visiting status” (or similar) is granted

3. Personal information

An up-to-date CV (not more than three pages) that includes:

1. A recent professional photograph (3x4cm)
2. A synopsis of your top 2 or 3 publications
3. A listing of all publications, notably in peer-reviewed journals (as an annexure)
4. Positions held, work experience and responsibilities
5. Please include a full academic and job history (where applicable) including any merits or awards received as well as an NRF rating (if applicable)
6. The names and designations of three referees

4. Budget/s

Applicants must disclose their personal financial position and submit a budget indicating:

1. Annual estimates of costs for the duration of the programme of work including living costs, travel, insurance, incidentals and subsistence costs (as applicable)
2. Income from all sources including:
 - Employment income
 - Leave entitlements Savings
 - Family contributions Loans
 - Secured scholarships / bursaries / other awards
3. **Please distinguish clearly between funds that have already been secured (upload supporting documentation) and funding applied for but not yet approved or confirmed**
4. Candidates are encouraged to be realistic with their costs as budget amendments are not permitted after an award has been granted

5. Confirmation / offer letters

Please attach formal invitations, confirmation from your University for the Sabbatical / Offer letters from relevant collaborators.

6. Letters of recommendation

Three (3) reference letters to be uploaded directly on the application portal by your referees.

Referees must be familiar with the applicant's current work and study plans and well-placed to attest to the candidate's academic achievements.

NOTES

1. Applications must be submitted according to the following **start dates**:
 - *Start Date: January to March* - applications due 30 September of the previous year
 - *Start Date: April to June* - applications due 31 January in the same year
 - *Start Date: July to October* - applications due by the 31 March in the same year
2. Applicants must update the Trust on the outcomes of their requests to other potential funders listed in the budget estimates that formed part of their submission to OMT. **If other funding applications are successful, this will result in the value of the OMT award to be reduced by the value of the applicable co-funding**
3. **Eligibility and Tenure:** Awards are granted on an annual basis and renewals are contingent on satisfactory progress and performance as stipulated in the award letter and in compliance with the Trust's reporting requirements
4. **Value of Awards:** 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** including their host institutions and must declare all applications made to other funders to OMT
5. Awards are determined on a merit basis at the discretion of the Trustees.
6. **Failure to comply with the Trust's requirements and procedures - including the requirement to submit updates on any and all developments - will result in disqualification. Late or incomplete submissions will not be accepted**