



* Required before final submission

Academic Jewish Studies - Teaching Fellowship Application Form

Please submit by **GMT 17:00, Monday 15 March 2021**. References must be submitted no later than **Friday, 26 March 2021**. Please read the [Notes of Guidance](#) to help you complete the online application. If you need further assistance please contact us via the [Contact Us](#) link at the top of this page.

Please note that your application page must remain 'active' when completing the form. In order to keep the form active and save the text written so far, you can either click 'Next' to navigate to the next page and then return to the previous page or click 'Save and Finish Later' which will take you to your account dashboard. If the application is left inactive for more than 50 minutes, you will receive an alert before you lose any unsaved changes.

Please add mailuk@grantapplication.com and echosign@echosign.com to your safe senders list to ensure you receive all system communications.

Summary Information

* Department

* Institution/Centre/Organisation Name

* Country of Institution/Centre/Organisation

* Title of proposed post

* **Total amount requested from the Foundation.** Sum total for all months/years to the nearest pound. [i](#)

The total requested amount must be the same as the total requested amount that appears on the project budget table (available in the attachments section). Amount in £ sterling (GBP). Do not enter currency symbols e.g. £, \$, € or full stops.

* **Total project budget.** To the nearest pound. [i](#)

The total project amount must be the same as the total project amount that appears on the project budget table (available in the attachments section). Amount in £ sterling (GBP). Please include the requested amount above in your calculation. Do not enter currency symbols e.g. £, \$, € or full stops.

Project Details

* When would you like the fellowship to start?

Please note the earliest possible start date is 01 September 2021.

* How long is the period for which you are applying for funding?

(In whole months only, a maximum of 36 months).

* **Project Summary**

Please describe in no more than 150 words the key elements of your proposal.

Word count 0 of 150

Department / Institution Information

* Please describe the role of Jewish studies within your institution.

* Please list the names and areas of teaching/research of the faculty members involved in Jewish studies at your institution.

Include: name, role/responsibilities, qualifications and number of hours per month.

Please put each name on a new line.

* Please describe the organisational structure of your department/institution.

* Please list the names of the department/institution's directors and/or trustees.

Name and role required.

Teaching Fellow (If an appropriate candidate has already been identified)

Title

First Name

Last Name

E-mail address

Mobile Phone

Please include country code.

Please provide full details of the candidate's career to date and particularly their experience in delivering university-level classes.

Proposed Teaching Fellowship

- * Please outline the main features of the proposed teaching fellowship, including what classes the fellow is to offer, and any other contributions the fellow will make to your department/institution.

- * In what way will these classes complement the course offerings already available through your department or centre of Jewish Studies? Why are these classes required by your students at this time?

- * Are there similar courses being offered at in other institutions in your country? If so, what and where are they? What is the justification for an additional position at your university?

- * Should your institution receive a teaching fellowship grant from the Foundation, do you plan to make the resulting classes available to those outside your university? This can be done through either in-person or virtual participation.

- * How do you plan to secure the long term financial and organisational viability of the post? Please specify the way in which your Institution will contribute to the long-term costs of the post.

Project Evaluation

- * How will you evaluate whether the planned outcomes of the teaching fellowship have been achieved?

Please be specific.

- * Please explain how a grant for this fellowship would advance Jewish Studies in Europe. Please refer to the definition of Jewish Studies in the Eligibility Criteria section in the [Notes of Guidance](#)

- * To what degree will your project increase the presence of Jewish Studies in the academic world?

Any other information

Please provide any additional information that is relevant to the fellowship and is not covered elsewhere in the application form.

Maximum 300 words.

Word count 0 of 300

Applying Department/Institution/Centre Details

*** Address**

Number and Street Name.

*** City**

*** Postcode**

*** Department phone number**

Include country code.

*** Department website address**

Institution/Centre/Organisation Status

Which best describes the legal status of your organisation (please state yes or tick one box only)

Is your organisation a Registered Charity?

Tick if yes.

Registered charity number

If you selected yes to Registered Charity.

*** Organisation in process of registration**

*** Public or non-profit organisation**

Contact for correspondence contact details

*** Title**

*** First name**

*** Last name**

*** Position**

*** E-mail**

*** Direct landline phone number**

Include country code.

Mobile phone number

Include country code.

*** Would you like to register to RFHE's mailing list to receive occasional emails about grant rounds and other opportunities? (Declining to register will not influence our assessment of the application)**

Please select Yes or No.

Authorised Signatory

Title

First Name

Last Name

Position

E-mail

Mobile phone number

Include country code.

Would the authorised signatory like to register to RFHE's mailing list to receive occasional emails about grant rounds and other opportunities? (Declining to register will not influence our assessment of the application)

* Required before final submission

Please supply the names and full contact details of two referees who will provide us with a confidential assessment of your proposal.

By supplying contact details of your referees you confirm that they are aware that you are sharing their information with RFHE for the purposes of acting as referees for this application.

Please download the referee form here: [Referee Form](#)

Instructions: When you have completed your application, please email a copy of it together with the reference form to your referees. You can do this either by emailing the application directly to them from your online account and then forwarding the form as an attachment to a separate email, or by forwarding the application from your own email and including the reference form as an attachment.

When your referee has completed the form, they should email it directly to reference@rothschildfoundation.eu

The Foundation will confirm receipt of your references to you via email no later than 5 working days after the referee deadline. If the Foundation has not received your reference(s) you will be contacted no later than 3 working days after the referee deadline. Please do not contact the Foundation during this period regarding your references as there will be a delay in responding to your query.

Referee Deadline: Friday, 26 March 2021

Referee 1		
* Title - Select One - <input type="button" value="v"/>	* First Name <input type="text"/>	* Last Name <input type="text"/>
* Position <input type="text"/>	* E-mail <input type="text"/>	
* Mobile Phone Include country code. <input type="text"/>	* Landline Number Include country code. <input type="text"/>	

Referee 2		
Prefix <None> <input type="button" value="v"/>	* First Name <input type="text"/>	* Last Name <input type="text"/>
* Position <input type="text"/>	* E-mail <input type="text"/>	
* Mobile Phone Include country code. <input type="text"/>	* Phone Landline Include country code. <input type="text"/>	

Collecting Personal Data and Declaration

RFHE is committed to the principles of data protection including the principle that information is only to be retained for as long as necessary for the purpose concerned. In addition to the information submitted in this form, to process this application RFHE may collect information about your project and organisation that you do not directly provide, whether it is information received from third parties, such as referees, employers and partners, or information RFHE collects about your organisation's activities. The application might be shared with an expert committee and occasionally external referees. If your application is successful, RFHE will keep your personal identifiable information for a reasonable period as part of the process of managing the grant. If your application is not successful, RFHE will retain only your contact details and basic information about the project for future reference in case you approach us again. For more information please read our privacy policy.

- * I am aware that the personal identifiable information submitted in this application including names, email addresses, phone numbers, business addresses, as well as demographic information will be used by RFHE to process this application.

Please tick the box.

- * Our institution/organization is compliant with our country's guidelines regarding the management of COVID-19 and will adapt to changes in policy as appropriate.

Please tick this box.

- * Our institution/organization is compliant with our country's laws regarding safe-guarding policies for vulnerable people, we have written guidelines available for inspection and our staff have had appropriate training.

Please tick this box.

- * I am the Chair, Director, Dean, Head or Principal Curator (authorised signatory) of the applying organisation or department, with the authority to accept a grant should one be awarded. If I am not an authorised signatory, then I have his or her express permission to submit this application and I have consulted with him or her prior to doing so. Please note that failure to have obtained permission from the authorised signatory prior to submitting an application will result in automatic disqualification from the application process.

Please tick this to confirm that you are either the authorised signatory or that his/ her permission has been granted.

- * I declare that the information supplied in this form is accurate to the best of my knowledge.

Please tick this as your electronic declaration.

[Attachments](#)

[Printer Friendly Version](#)

Please ensure that your application is accompanied by the following documents as it will not be considered for funding if you fail to include them.

This applies to applicants, including those that have received funding in the past. Documents must be uploaded under the relevant drop-down attachment headings below.

Please ensure that non-Latin characters or symbols (for example: à, ø, Å, é, ü, ž, *, ", !, *) appear in the title of the documents you intend to upload and JPG files are not admissible.

Please consult the Notes of Guidance for additional information for each document request.

1. Official proof of your institution's charitable/non-profit status (required).
2. Certification from the tax authorities.
- 3 **Budget table and budget explanation** for the proposed project - download [here](#) (required). Save a copy of the budget table locally and once completed upload to the relevant title below. A sample of how to complete the budget form can be downloaded [here](#)
4. CV of the teaching post candidate, if applicable (maximum 5 pages).
5. CVs of key staff members working on the project (maximum 5 pages for each staff member). Combine all CVS into one document before uploading (required).
6. A letter of intent from your university indicating its willingness to continue to support the proposed teaching position after the requested period of RFHE funding has come to a close (required).
7. If you are applying for a multi-year project, please include a strategic plan of the institution for the duration of the project.
8. The most recent available audited accounts or financial statements stamped by the financial authority in your country (required).
9. Income and Expenditure - If the submitted audited accounts or financial statement are not in English, you are required to submit an English summary of the income and expenditure account and balance sheet.
10. Operating budget for current fiscal year.
11. Overdue RFHE report. Submit latest progress report or final report if not previously submitted.
12. Current RFHE Grant Update - If you have not submitted a progress report in the last 6 months, please upload a brief grant update (maximum 1 page) about your project.
13. Any additional supporting documentation to support your application.

For English translated documents - Upload your English translation to the corresponding title above, so you may have up to two documents per heading - one for original documentation and one for translated material.