

2018 Sabbatical Award

The Durfee Foundation

Applicant Information

Project Name*

Please enter your first and last name and Sabbatical
ie. John Doe - Sabbatical

Character Limit: 100

Projected Sabbatical Dates*

Character Limit: 100

Budget & Finances

Number of Staff (Full Time and Part Time)*

Character Limit: 100

Annual Operating Budget*

Character Limit: 20

Organizational request for Professional Development Fund (\$5,000 max)*

Character Limit: 20

Does your organization have an endowment?*

Choices

Yes

No

If yes, what is the size of the endowment?

Character Limit: 100

Does your organization have a cash reserve?*

Choices

Yes

No

If so, how much?

Character Limit: 100

Annual Vacation Policy*

Character Limit: 100

Your Annual Salary*

Character Limit: 20

Total Household Income*

Character Limit: 20

Do you derive income from any source other than your salary?

If so, please describe.

Character Limit: 250

Number of dependents, if any.

Character Limit: 100

Do you have any extenuating financial circumstances of which the Foundation should be aware?

If so, please describe.

Character Limit: 250

Project Questions

Why are you engaged in your current field of work?*

Character Limit: 5000

What significant lessons have you learned along the way?*

Character Limit: 5000

What do you see yourself doing five years from now?*

Character Limit: 3500

What is the projected length of your sabbatical? How would you like to use your time?*

Character Limit: 3500

Why have you chosen this year to apply for a sabbatical?*

Character Limit: 3500

Supplemental Materials

One-page description of your organization and its services*

File Size Limit: 2 MB

Resume that covers, at minimum, the past ten years*

File Size Limit: 2 MB

List of three Los Angeles-area references with contact information*

File Size Limit: 2 MB

Brief Letter of Endorsement*

Signed by the organization's board chair, that includes a plan for organizational management during the candidate's absence and upon his/her return, as well as a guarantee of maintenance of regular health or other benefits during sabbatical period

File Size Limit: 2 MB

Professional Development Fund*

Brief plan to establish a permanent, revolving professional development fund and leave policy for the organization's staff (up to \$5,000 of additional support is available)

File Size Limit: 2 MB

Sabbatical Budget

In order to better understand your proposed plans, please fill out this template to sketch a preliminary plan of your travel and activities, if chosen for this award. [Click here to download the template.](#) Please fill it out and upload completed document below. If you are selected, there are ample opportunities to adjust this document.

File Size Limit: 2 MB