**Annual Declaration for Innovate UK Research Funding[[1]](#footnote-1)**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Staff Name:** |  | **CID:** |  |  |
| **Faculty:** |  | **Post Title:** |  |  |
| **PI/Supervisor:** |  | **Model of contracted hours:** | | hrs per week |
| **Head of Department:** |  | **Date:** | |  |
| **Internal Project ref:** |  | **Innovate UK ref:** | |  |

I hereby declare that I have worked exclusively for the above-mentioned project for the period ..…../……./……….. to …../……./………

I hereby declare that I have worked ….% as a directly allocated cost for the above-mentioned project for the period ..…../……./……….. to …../……./………

(Alert sign. *Please note this statement is to be used for those PI’s and CoI’s who do not need to fill in timesheets for any other research project they are involved in and must be completed for each innovate UK project*)

**SIGNATURES**

For the participant (supervisor): Person:

Name:

Date: *……/……/………* Date: *……/……/………*

Signature:  Signature:

1. This document must be completed annually in line with the start date of the award [↑](#footnote-ref-1)