

## REPORTING FORM AND APPLICATION FOR 2<sup>nd</sup> OR 3<sup>rd</sup> YEAR PAYMENT

The principal applicant to whom the research funding was granted shall fill in and sign this annual reporting form and send it by email to: kirjaamo@veripalvelu.fi. The form must be sent between 1.1.–31.3. of the year following the reporting period.

Funding for the second and third year is paid only to the projects that have sent the progress report. After accepted reporting the transfer of the grant for the next period will be done without delay.

After the last funding period the applicant shall also send a written summary of the research results, maximum of 5 pages, as a pdf file. For more information contact: jukka.partanen@veripalvelu.fi.

### TITLE

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**SUM APPLIED FOR:** Year 1  Year 2  Year 3

**AMOUNT OF FUNDING GRANTED:** Year 1 \_\_\_\_\_ Year 2 \_\_\_\_\_ Year 3 \_\_\_\_\_

### PRINCIPAL APPLICANT

Name	Tel.
Email	

### RESPONSIBLE PERSON FOR FINANCIAL MATTERS

Name	Tel.
Email	

**SHORT SUMMARY OF THE RESULTS ACHIEVED IN REPORTING PERIOD AND POSSIBLE CHANGES IN RESEARCH PLAN**

Empty box for reporting results and research plan changes.

**COSTS**

Annual total sum granted cannot be exceeded but allocations between the types of costs can be changed from those applied. The overhead cannot exceed the maximum given by the local Financial Department.

Type of cost	Amount in reporting period	Cumulative amount reported	Total granted	Saldo
Personal grant - Name				
Salary - Name				
Research costs - Short summary of cost items				
Travel expenses				
General costs				
Total				

**I HEREBY CONFIRM THAT THE REPORTING ABOVE IS TRUE AND THE COSTS HAVE BEEN BORN IN THE RESEARCH PROJECT TO WHICH THE FUNDING WAS GRANTED.**

**PRINCIPAL APPLICANT**

Place, date	Name
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**FINANCES**

Place, date	Name
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