

7 July 2023

Dear Dr Azmoodeh

**INI Network: FAMILLY**

I am pleased to be writing now to confirm the award of £7,600 to support your network for a period of up to two years, ending **30 August 2025**. The scheme is made possible through time-limited EPSRC funds and all activity must take place before this end date. Please read the terms and conditions of the award and sign below (electronically is fine) to indicate your acceptance of the funding. In accepting the grant, you agree to administer the grant in a manner consistent with any relevant condition of the [UKRI grant](#).

**Publicity & Acknowledgment:** Please acknowledge the INI and the EPSRC grant (Ref: EP/V521929/1) appropriately on all publicity material for the network. The INI logo is attached to the email accompanying this letter. As soon as possible, please can you provide our Communications team ([communications@newton.ac.uk](mailto:communications@newton.ac.uk)) with a link to a webpage for the network. We will add it to our website to the list of [networks currently active](#).

**Reimbursement:** Funds should be used to meet the direct cost of activity or activities that were approved in your application (see over page for budget summary). Reimbursement for expenses incurred will be paid on receipt of invoices at six-monthly intervals (annually by end June, end September), or at intervals to be agreed if necessary. Please quote purchase order LN-3845814, on all invoices and send to [finance@newton.ac.uk](mailto:finance@newton.ac.uk). All sums payable under this agreement are inclusive of VAT (and similar taxes), if applicable. As well as the final report, we will ask for a brief interim report on activity to be sent with the December 2024 invoice, for inclusion in our Annual Report. Details of what is required are attached.

**Final Report:** The final invoice and report on activity and future plans of the network should be sent to [businessandoperationsmanager@newton.ac.uk](mailto:businessandoperationsmanager@newton.ac.uk) no later than **31 December 2025** using the form provided.

To accept the terms and conditions of this offer, please sign, date and return this form to [businessandoperationsmanager@newton.ac.uk](mailto:businessandoperationsmanager@newton.ac.uk) within two weeks of the date of this letter. Should you have any questions about the award, please feel free to contact me at the same address.

Kind regards

Catherine Hurley

NAME: Ehsan Azmoodeh

SIGNED: \_\_\_\_\_ DATE: 12/07/2023

