Name:

Date:

To:

Chairperson  
Research Council  
University of Sri Jayewardenepura

Through:

Dean/ Faculty

Chairperson/ Faculty Research Committee

Head/ Department

Dear Sir/Madam,

**Declaration of Acceptance of Research Grant Responsibilities**

I, **<**Full Name**>**, attached to the **<**Department/ Faculty**>**, hereby accept the responsibility of the research grant <Grant No.> which was initially awarded to <Name of the Principal Investigator> from <Date> to <Date>.

Title of the Research Project:

Total Approved Grant Amount:

Amount Utilized:

Amount Remaining:

State the expected Key Performance Indicators (KPIs):

Research Outcome (PhD/ MPhil/ MD):

I am fully informed about the work plan of the above research project and the work plan and the workload completed as at the date of transfer.

I fully accept responsibility for:

* achieving the defined Key Performance Indicators (KPIs) and expected research outcomes
* ensuring the project is carried out in accordance with the approved proposal and timeline

I understand and agree to the terms and conditions associated with the grant as stipulated in the awarding letter of the research grant <Grant No.>.

I assure the successful implementation of the project, uphold the highest standards of research integrity, and commit to fulfilling all administrative and financial obligations associated with this grant.

Upon acceptance of the research grant, I acknowledge that, in the event of the resignation or retirement of the Principal Investigator, I shall assume full responsibility for the completion of the research project, including the achievement of all relevant KPIs and, if applicable, the completion of the associated postgraduate degree.

I further understand that failure to fulfil these obligations may impact the processing or recovery from my Employees’ Trust Fund (ETF) and Universities provident Fund (UPF) benefits.

Signature