



[REDACTED]

11 October 2021

Dear [REDACTED],

**Freedom of Information request: FOI2021/00422**

Thank you for your Freedom of Information request received on the 14 September in which you requested the following:

**Your request:**

- 1. What discretion do InnovateUK programme managers have to vary procedures to ensure funded projects succeed?*
- 2. Can InnovateUK managers pay grant instalments early?*
- 3. Can InnovateUK managers increase project agreed budgets in the face of unexpected prices rises in parts etc occurring after commencement of projects?*

**Our response**

I can confirm UK Research and Innovation (UKRI) hold information relevant to your request. Please see the information below.

**1. What discretion do InnovateUK programme managers have to vary procedures to ensure funded projects succeed?**

Innovate UK can exercise its discretion to vary its procedures, and any changes to procedures or process are reviewed at the working group level, followed by a review at managerial level, before being approved. If these changes are to a standard process and are prior to a competition's start, they would be recorded in the internal tool that Innovate UK use for sign off of funding activity which records decisions to provide an audit trail. Projects are allowed to submit project change requests to vary the activity or move costs between cost areas or partners subject to authorisation from both the monitoring officer and the innovation lead.

**2. Can InnovateUK managers pay grant instalments early?**

All grants are paid quarterly in arrears, any revision to this is by exception only and the Claims Teams will make the changes. This has to be authorised via a Senior Manager in Finance and would be recorded in the competition documentation.

**3. Can InnovateUK managers increase project agreed budgets in the face of unexpected prices rises in parts etc occurring after commencement of projects?**

No, agreed budgets cannot be increased. Budgets are signed off at competition portfolio level and are final.

If you have any queries regarding our response or you are unhappy with the outcome of your request and wish to seek an internal review of the decision, please contact:

Head of Information Governance

Email: [foi@ukri.org](mailto:foi@ukri.org) or [infogovernance@ukri.org](mailto:infogovernance@ukri.org)

Please quote the reference number above in any future communications.

If you are still not content with the outcome of the internal review, you may apply to refer the matter to the Information Commissioner for a decision. Generally, the ICO cannot make a decision unless you have exhausted the review procedure provided by UKRI. The Information Commissioner can be contacted at: <http://www.ico.gov.uk/>

If you wish to raise a complaint regarding the service you have received or the conduct of any UKRI staff in relation to your request, please see UKRI's complaints policy: <https://www.ukri.org/about-us/policies-and-standards/complaints-policy/>

Yours sincerely,

Information Governance  
Information Rights Team  
UK Research and Innovation  
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