



Annual Report for Innocence Projects

**Innocence Network UK (INUK) Annual Report for Innocence Projects**

*Please complete the following and return by ???? by e-mail to:*  
[innocencenetuk@gmail.com](mailto:innocencenetuk@gmail.com)

**1. Basic information**

<b>University/Institution</b>	
<b>Address of innocence project (including website if available)</b>	
<b>Name of Director &amp; Contact Details</b>	
<b>Name of Student Representative &amp; e-mail address</b>	
<b>How many cases is your innocence project currently working on?</b>	
<b>No. of volunteers</b>	
<b>How many hours on average does each student spend on innocence project activities?</b>	a) less than 4 hours a week [ ] b) 4-6 hours a week [ ] c) 7-10 hours a week [ ] d) more than 10 hours a week [ ]
	Out of the average time each volunteer spends on innocence project activities a week, please specify how much time is:  a) dedicated to casework:  b) devoted to academic study and other raising awareness activities e.g. watching films about miscarriages of justice and wrongful convictions:
<b>Is your innocence project a taught assessed module?</b>	Yes [ ] No [ ]
	If Yes, please specify if the innocence project assessed module is for:  a) u/g students (which year group) [ ] b) p/g students [ ] c) GDL/CPE students [ ] d) Other (please specify) [ ]  Please give a brief description of how the innocence project module is assessed:
<b>How do you monitor the level of student participation/commitment?</b>	a) Personal Development Planning (PDP) [ ] b) Time log [ ] c) Attendance of meetings and other activities [ ] d) Completion of allocated tasks [ ] e) Other (Please specify):



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<b>Which of the following best describes how your innocence project is supervised</b>	a) Predominantly or entirely student-led [ ] b) Actively supervised and guided by staff supervisor [ ] c) Led by supervising solicitor or barrister [ ] d) Other (Please specify):
<b>As the Director, do you receive a deduction from your teaching allocation to run the innocence project?</b>	a) No [ ] b) Yes [ ]
	If Yes, please indicate the no. of hours deducted from your teaching allocation for the academic year:

## 2. Financial Data

<b>What is your annual budget?</b>	
<b>Source of funding</b>	a) Internal funding sources from the university (e.g. Teaching & Learning Fund) [ ] b) External funding sources (Please specify): c) Fundraising events (Please give a brief description of fundraising activities you have organized and how much you have raised.): d) No funding at all [ ] e) Other (Please Specify):

**3. Progress on Cases (Please complete the following for each case currently worked on by your innocence project.)**

<b>Name of client:</b>	
<b>Prison No. (if any) and Address</b>	
<b>Offence:</b>	
<b>Date of allocation to innocence project:</b>	
<b>Supervision of case investigation</b>	<p>Is the case investigation supervised by:</p> <p>a) Staff director [ ]</p> <p>b) Supervising lawyer [ ]</p> <p>c) Client's own solicitor [ ]</p>
<b>How many prison visits or meetings have you conducted with the following this year?</b>	<p>Client:</p> <p>Family member of client:</p> <p>Solicitor of client:</p>
<b>On average, how regularly do you write to the client?</b>	<p>a) Once a week or more [ ]</p> <p>b) Once a fortnight [ ]</p> <p>c) Once a month [ ]</p> <p>d) Once a term [ ]</p> <p>e) Once every six months [ ]</p> <p>f) Other (Please specify):</p>
<b>Please outline the investigations you conducted this year to try to establish whether the client's claim of innocence is valid</b>	
<b>What do you intend to do next?</b>	
<b>Please outline any problems encountered during casework</b>	



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**Estimated time required to complete case investigation i.e. submit application to the CCRC/SCCRC or close the case.**

- a) Less than 6 month [ ]
- b) 6-12 months [ ]
- c) 12-18 months [ ]
- d) 18 – 24 months [ ]
- e) Other:

#### 4. Any other comments