

A background photograph showing two people in profile, looking towards the right. On the left is a man with dark hair, a beard, and glasses, wearing a maroon shirt and a lanyard. On the right is a woman with reddish-brown hair, wearing glasses and a dark top. The background is blurred, suggesting an indoor event or conference setting.

ecpr

Annual Report

Financial Statements
and Auditor's Report
1 October 2018 –
30 September 2019

▪ ecpr.eu

Founded in 1970, ECPR is the leading European academic association with a mission to advance political science.

We bring scholars together across our global network to develop research and grow the discipline.

Our members are universities, and the communities within them, engaged in the research and teaching of social sciences.

Through our events, publications and research groups, we foster scholarly collaboration across borders.

We support academics at every stage of their career, providing training, research opportunities and professional development.

ECPR helps interpret the world's complex and changing political landscape for the benefit of all.

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Report of the Executive Committee

The European Consortium for Political Research (ECPR) is pleased to present the Trustees' Report, together with the financial statements of the Charity for the 12 months ending 30 September 2019

The financial statements comply with the requirements of the ECPR's Constitution, the Charities Act 2011 and 'Accounting and Reporting by Charities: Statement of

Recommended Practice', in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland published on 16 July 2014.

About us

The ECPR is a learned society and UK registered charity that supports the advancement of political science. Our members are universities and research institutes concerned with the teaching and research of political science and related disciplines.

Within these institutions is a community of tens of thousands of scholars, from PhD student to senior professor, all of whom benefit directly from ECPR membership. While the ECPR is a membership association, our activities are open to all.

Our mission is to advance political science. We do this in two ways:

- by providing platforms and opportunities for scholars to collaborate and share research, with the purpose of strengthening the discipline and growing the volume and impact of its output worldwide; and
- by delivering training and development opportunities to scholars at all career stages, with the purpose of enhancing professional skills to strengthen and support the community.

Our charitable status

Public benefit

The Executive Committee has a duty to ensure that the activities undertaken by the ECPR fulfil its charitable objectives and provide a public benefit. Our public is the academic institutions which make up our membership and those scholars who study and teach within them. It is also the wider general public, whose lives are influenced by the resulting research. The EC ensures this public benefit is met through the creation and continued development of a range of activities and initiatives to foster deeper and more productive collaboration between scholars worldwide, with the aim of

producing the best quality research. These activities include:

- an annual programme of international workshops, conferences and training events designed to develop ongoing research and provide professional and skills-based training to scholars;
- a range of funding opportunities to support the participation of students and early career scholars in our events;
- a broad and diverse publishing portfolio providing

opportunities for scholars to publish and read the most up-to-date research in their field, via subscription and Open Access platforms;

- a number of high-profile prizes celebrating academic achievement across all career stages;
- a programme of support to nurture and grow our sub-disciplinary research groups which, in turn, extend the reach and focus of the organisation; and
- the development of a range of studies and policies aimed at understanding the state of the profession across Europe and the rest of the world, and supporting all scholars working within the discipline.

This report provides a summary of these activities carried out in the 2018–19 financial year.

Grant-making policy

As a membership association, we provide funding opportunities to individual scholars and to ECPR-affiliated groups. This provision of funding and financial support to our affiliates, and to our Standing Groups and Research Networks, is one of the primary ways we achieve our charitable objectives.

Every year we award a significant number of funding grants to students and early career researchers to help them attend our events. In 2018–19 this totalled £22k.

We support the development and activities of our Standing Groups and Research Networks through the provision of funds to enable

them to hold training schools, workshops, and conferences, and to help them support the attendance of younger scholars. In 2018–19, £40k was distributed to and via these groups.

In 2019 the EC reviewed the ECPR's funding provision with the aim of increasing and improving the value to affiliates and, in turn, their institution. For the financial year 2019–20 onwards, the following changes have been made:

- The funding provided to affiliates to attend our events has been increased to cover the full costs of attendance: the course / registration fee via a waiver, plus the full travel and accommodation costs. The value of funding available has thus increased to €140k (the budget is set in Euros).
- The 50th Anniversary Fund has been launched to mark our half century. The fund is dedicated to supporting political scientists facing difficulties joining our activities and events for economic, political, social or other reasons. The EC has allocated £10k to this fund and it can be increased by donations from the public.
- The EC Bonus Fund, an allocation of money based on 10% of surplus from the last complete financial year (in this case 2017–18) has been set up with an initial investment of £35k. This fund will be used to support initiatives such as a 'Rising Star Award' to fund a PhD student without access to any other form of funding to attend all ECPR events in a given year; an 'active participation award' to provide free membership to the ECPR member who had the highest number of affiliate attendance at events relative to size; and a Research project grant available to Standing Groups or Research Networks to support a research project which must have the objective of producing a large grant bid to a funding body.



Our 2019 General Conference in Wrocław, Poland, attracted more than 1,800 participants

Welcome

ECPR's major events mark the rhythm of the academic year, and our publications are a prime source of information... It is hard to imagine what academic life would be without the ECPR

Statement from our Chair

This Annual Report looks back at yet another successful year for the ECPR. It paints a picture of a solid and financially sound organisation. For the political science community our organisation is a point of reference. Its major events mark the rhythm of the academic year, and our high-quality publications are a prime source of information about political science research. It is hard to imagine what academic life would be without the ECPR.

In 2020 we celebrate our 50th anniversary. We will look back in pride, but also look ahead, to develop and improve the ways we serve the political science community. There will be the usual big events, with the Winter Methods School in Bamberg in February, the Joint Sessions of Workshops in Toulouse in April, the Summer Methods School in July/August at Central European University in Budapest, and the 2020 General Conference in Innsbruck in August. In-between these, ECPR's Standing Groups and Research Networks will also hold their conferences, summer and winter schools, seminars and workshops.

One way we will celebrate our milestone anniversary is by launching a brand-new event, the ECPR Futures Lab, which aims to provide professional and career-building skills to final-stage PhD scholars. There will be workshops and seminars on a range of subjects, from how to get published and draft a funding application, to navigating the international jobs market and successful networking. The Futures Lab will be hosted by Sciences Po Grenoble in June 2020.

The world of scientific publication is changing rapidly. That is an understatement. We do keep an eye on what is happening – especially on developments in Open Access publication – and are in constant dialogue with our different publishers to develop the strategies needed for answering the legitimate demand to make scientific output widely available, and also to keep the publishing of research results affordable to all. With the new fully golden Open Access journal *Political Research Exchange (PRX)* we have ourselves invested in a new outlet for the free and open dissemination of the results of political science research. The journal was launched in August 2018 and has now started publishing high-quality articles. With its low author processing costs for all authors affiliated to our member institutions, it will be an important new membership benefit.

Our other journals – *EJPR*, *PDY*, *EPSR*, *EJIR* and *EPS* – are all doing very well, and we are most grateful to all the editorial teams for the great work they are doing. ECPR Press has also found a safe haven after our agreement with Rowman & Littlefield International. It is now producing a steady stream of good books.

The Executive Committee that took office in May 2018 has set itself several goals. One of these is to streamline the governance structure,

with a clear framework of task delegation among our members, and between the EC and staff at Harbour House. The role of the Director is crucial to this. In September 2019 the term of Director Martin Bull came to an end, and a new full-time Director – Tanja Munro – was appointed. There are no words to describe the tremendous contribution that Martin made to ECPR, first as an EC member; later as Academic Director and Director. We are extremely grateful for his work, and for his relentless commitment to the ECPR. And we are of course very much looking forward to working with Tanja.

In 2019 we have – after a thorough scoping and consultation exercise – published a new Framework for our Standing Groups and Research Networks. There are more than 50 of them, and their role in ECPR has been increasing steadily. With the new Framework we give them more flexibility in how they can organise themselves, and also offer them more direct support – financially and logistically – for the activities they develop. An annual meeting in Colchester with their representatives – the 'Standing Groups Retreat' – has been added to our calendar and will see its third edition in 2020.

One other important goal of the current Executive Committee is to take a close look at the structure of our membership and events fees. We have committed ourselves to developing more generous funding policies for scholars who need support to be part of ECPR activities. A brand-new funding scheme was approved in 2019 and is now being rolled out across all our events. On top of that, we have created – on the occasion of our 50th anniversary – an 'Anniversary Fund' to help scholars who face difficulties – financial or political – participating in our activities and events.

Having gathered data on the gender balance in our different sub-organisations, activities and events, we adopted in 2018 a Gender Equality Plan. It identifies the problems, sets clear targets and defines the actions needed to reach them. The ECPR wants to develop into a gender-equal role model for the discipline, and we have therefore committed ourselves to increase the presence of women in all parts of the organisation until equal representation is achieved. In 2018–19 we started to implement the actions. In 2020, we will evaluate the outcomes of the Gender Equality Plan and update it where needed.

At the age of 50, we are indeed looking back with pride and satisfaction, and our 50th anniversary will not pass unnoticed. We do keep an eye on the future, though, and make sure that we can continue to offer good services to our community and continue to advance the discipline in a turbulent world, one in which the insights of political science are more needed than ever before.

**Kris Deschouwer, Chair,
ECPR Executive Committee, 2018 – 2021**

Directors' reports

Outgoing Director Martin Bull writes –
It is a pleasure to write a short statement to accompany the ECPR's Annual Report for 2018–2019, a satisfactory year of continued success for the ECPR at almost all levels.

ECPR's mission today is the same as the day it was founded: to facilitate the interaction of political scientists across national borders, thus nurturing, promoting and advancing a genuine European political science. Some of the means may have changed, or become more sophisticated through technology, but the mission remains unchanged.

A glance at the rich vein of events across the year – more than one a month on average – testifies to the enduring appeal of face-to-face conferences, workshops and training schools. Successful careers are made on the back of effective networking, training, interaction, feedback and cross-cultural awareness, and we continue to provide the main vehicle for political scientists in Europe to do this.

Successful careers cannot be made in academe without publishing opportunities (and maybe, also, editorial opportunities) and ECPR also provides these through journals that continue to grow in stature, and through monographic publications under the auspices of ECPR Press. And the annual series of prizes presented for our affiliates' work testifies to the impact that ECPR membership can have.

In my experience, it is a hallmark of ECPR to be constantly in 're-thinking / revisiting / revitalising' mode. Whatever the activity, it may need to be refreshed and recast. And we are very pleased to see the fruits of a fundamental review of our Graduate event coming to fruition; the Futures Lab represents a bold, innovative and original event which we hope will respond to the needs of graduates today.

Success is bolstered and made possible by well-organised governance and management. The Executive Committee lies at the heart of governance in ECPR and continued throughout the year to discharge its duties and obligations outstandingly well. We can do little but thank these 12 volunteers for their time and commitment to a great cause called European political science. We should also acknowledge the outstanding contribution made by one of its members, Oddbjørn Knutsen, who tragically passed away in August 2019, and welcome his replacement, Hana Kubátová.

Management underwent some significant changes in the course of the year, as a result of the coming to an end of my own six-year term of office. After a review conducted by the Executive Committee it was decided that ECPR was now big and complex enough to merit the appointment of a permanent full-time Director who would not be seconded from a university or other organisation. And I am delighted to have been in a position, in spring 2019, to welcome my successor, Tanja Munro, to the complex business of ECPR! She will find that she has excellent support in a Management Group (established in 2011, so now in its eighth year) and the hard-working staff found across all departments of Harbour House.

If governance and management concern organisational structure, then within that the fundamental role played by Standing Groups and Research Networks should not be overlooked. People say that ECPR could not do without its groups and networks. But it is more than that. To a large extent, ECPR *is* these groups, since the Standing Groups and Research Networks make possible the deep and broad representation of virtually all sub-disciplinary sectors. Their dynamism is seen everywhere, whether at the ECPR's so-called mainstream events or in

running their own. And long may they continue to thrive under a much more supportive regulatory framework.

Talk of success, however, should not monopolise our perception of the year, which has also seen the surfacing of new (or the strengthening of existing) challenges which ECPR must begin to confront. Three stand out. First, decline in membership has extended to a second year, so the question is whether this is a 'blip' or a potential trend. While our Communications department is working hard to establish any patterns and to continue to publicise what the ECPR offers, ultimately any sustained decline has to be met with a fundamental review of membership benefits and whether we are still offering 'value for money' in the way in which we have in our first 50 years. Second, Open Access publishing threatens to undercut, over time, a substantial portion of our income which we use to advance the causes of European political science. This requires long-term planning and adjustment, both to manage that loss of income and, at the same time, to replace it through other, more diversified income streams. Third, international events (conferences, workshops, training courses, and so on) have been the cornerstone on which ECPR has built its success over a 50-year period. Yet, rising concerns over climate change and carbon emissions is leading to some serious reflections about the environmental impact of international gatherings of the sort that ECPR regularly hosts, and what can be done to reduce that impact. The question, then, is whether the tide is turning on the acceptability of mass international travel as a way of exchanging ideas.

These are significant challenges, but ones which I am confident ECPR will manage in the coming period. As it approaches its 50th anniversary, ECPR is a mature, professional and outward-looking

organisation which has the capacity and collective brainpower to rise to these challenges and continue with its mission.

Finally, as outgoing Director, I should like to express my sincere gratitude to ECPR for honouring me with an 'Exceptional Contribution to the ECPR' Prize, and for naming the prize after me, an honour indeed. But we should remember that the ECPR is a 'collective', and one that has the ability to attract talented people willing to give up their time over many years to serve the European political science community. I hope in the future to see some of those who have made their own exceptional contributions to the ECPR over many years, from less visible positions than the Directorship, be similarly rewarded.

Martin J. Bull, ECPR Director, 2013 – 2019

Incoming Director Tanja Munro writes –
As I sit here, preparing my first report as the Director of ECPR, I reflect upon the time which has passed since my appointment, and look to make sense of the future and our plans for the year ahead.

My introduction to ECPR began in Wrocław at the General Conference, hitting the ground running, meeting our members, Trustees, volunteers and staff properly for the very first time. It was a busy, bewildering time, but one also that was exciting, interesting, and an opportunity, there for the taking. Where better to start than right in the heart of the political science community, which chose to embrace a changing world by adapting, learning and changing itself?

Change happens at different levels – for example, we have witnessed fundamental changes that affect an entire sector; we are also familiar with change at organisational level, where an institution or company must adapt to new procedures.

And finally, we know about change at an individual level – these are the changes that affect us personally and require us to adapt and respond appropriately.

Change and challenge go hand in hand; we often overcome challenges to find that in doing so, we have brought about changes. And yet, changes themselves are a challenge, too. It is a natural human reaction to view that change with suspicion, until we believe in our resilience and make it something familiar.

PlanS and Open Access are examples of challenges that will affect not just ECPR, journals and academics, but will fundamentally change how we publish, consume and communicate information way beyond the political science sector. Climate change, sustainability and management of finite resources already profoundly affect humanity and are also agents of change at organisational level, forcing us to evaluate how we can justify the amount of travel that has become our new normal. And individually, we are challenged when asked if we are as

diverse and equal in our view of the world, as we might like to think we are.

When planning my vision for ECPR, it is these challenges and changes that will make it a reality. In my future, I see ECPR continue its work for another 50 years at least; to keep asking questions, research, collaborate and publish its findings and to support scholars throughout their career by bringing them together. But I also see ECPR widen its impact – to move its focus away from western-centric schools of thought, to bring in more members from under-represented areas, and to create opportunities for the next generation to enter this field that has been a lifetime's work for so many in the profession.

Perhaps it is prudent to start small, to take steps in the right direction – after all, it was the tortoise who won the race, not the hare. But dreams and goals should never be small, they should remain aspirational, inspirational and entirely frightening!

Tanja Munro, ECPR Director



A year in review

Events

We organise a comprehensive programme of academic and professional events every year. This consists of:

■ Joint Sessions of Workshops

A week-long event comprising around thirty Workshops running concurrently. Participants must present their own research and attend the full five days. These events are therefore incredibly valuable to scholars, and highly competitive.

■ General Conference

Follows the traditional format of Sections, Panels and Papers; all subjected to a rigorous peer review prior to acceptance. The ECPR General Conference has grown to become the largest annual gathering of political scientists in Europe.

■ Methods School

Offers a comprehensive programme of cutting-edge qualitative and quantitative methodological courses organised across two annual events, the Winter and Summer Schools in Methods and Techniques.

■ Futures Lab

A brand new event providing professional training for early career scholars, the Futures Lab will launch in 2020.

In addition to the core programme, a wide variety of other events are organised each year by our Standing Groups. ■ See table below

Event	Standing Group	Host institution	Country	Dates in 2019
Winter School <i>Transnational Organised Crime and its Control Internationally</i>	Organised Crime	Vienna International Centre	Austria	13–24 January
Winter School in Methods and Techniques		University of Bamberg	Germany	22 February–1 March
Joint Sessions of Workshops		UCLouvain, Mons	Belgium	8–12 April
Conference <i>Analysing Strategic Interactions in Political Decision-Making</i>	Analytical Politics and Public Choice	CIES-IUL, Lisbon	Portugal	9–11 May
Summer School <i>Methods for the Study of Political Participation and Mobilisation</i>	Participation and Mobilisation	Scuola Normale Superiore, Florence	Italy	3–14 June
Summer School <i>What Next? Exit From or Exit To Order and Hegemony</i>	International Relations	University of Catania, Sicily	Italy	10–15 June
Conference	Parliaments	University of Leiden	The Netherlands	27–29 June
Summer School <i>Political Behaviour in Latin America</i>	Latin American Politics	IE University, Segovia	Spain	27 June–5 July
Conference <i>Dismembering Organised Crime: Identifying, Analysing and Countering</i>	Organised Crime	University of Sofia	Bulgaria	5–6 July
Summer School	Parliaments	CIES-IUL, Lisbon	Portugal	23 July–2 August
Summer School in Methods and Techniques		Central European University, Budapest	Hungary	26 July–9 August
Summer School <i>Theories and Methods in Party Politics</i>	Political Parties	Aarhus University	Denmark	6–15 August
General Conference		University of Wrocław	Poland	4–7 September
Conference <i>Advances in the Empirical and Theoretical Study of Parliaments</i>	Parliaments	University of Konstanz	Germany	26–28 September



Participants enjoy a lunchtime lecture at our 2019 Summer School in Methods & Techniques

Membership

Our membership comprises over 300 of the world's leading academic institutions concerned with teaching and researching political and social science. From this membership stems a network of tens of thousands of individual 'affiliate' members across some fifty countries. The activities and services we provide are primarily aimed at these affiliates,

but ultimately this also benefits their institution.

The membership year runs concurrently with our financial year, 1 October–30 September. In 2018–19 we had 332 members; this constituted a small drop from 2016–17 (340) and 2015–16, when the highest membership to date was recorded at 350.

Publications

Our publishing programme enables us to share the very best new thinking and research across the community and beyond.

We publish five journals, a book series and our own imprint, all in partnership with leading scholarly publishers. These collaborations allow us to harness the expertise, reach, and new technologies of the publisher, while retaining editorial oversight through our appointment of the editorial teams. Our publishing programme consists of:

- *European Journal of Political Research (EJPR)*
- *Political Data Yearbook (PDY)* and *PDY:Interactive*
- *European Political Science Review (EPSR)*
- *European Political Science (EPS)*
- *European Journal of International Relations (EJIR)*
- *Political Research Exchange (PRX)*
- *Comparative Politics Book Series*
- *ECPR Press*

Standing Groups and Research Networks

Over 50 thematic research groups operate under the auspices of ECPR, covering the full breadth of the discipline. Each group has its own membership and the opportunity to deliver a range of activities; some are small and provide little more than a focus for networking or the sharing of ideas, while others are very large and organise their own regular events.

These groups play a key role in shaping the academic programme of the Joint Sessions and General Conference through an allocation of Workshops and Sections every year. They are supported practically and financially to develop their own activities.

In addition to supporting ten of our Standing Groups in the delivery of their own events, in 2018–19 we also helped our Standing Group on Teaching and Learning in their bid for funding from the Erasmus+ programme. Working with four partner organisations (Masaryk University, Brno; Central European University, Budapest; Comenius University, Faculty of Arts, Bratislava; and Delft University of Technology) the SG's project aims to improve academic teaching. The funding application was successful, and over the next couple of years the Group will aim to develop two Higher Education courses on the topics of *Promoting Internationalisation* and *Promoting and Rewarding Excellence in Teaching and Skills Development*.

Prizes

We offer a broad range of prizes, which recognise service and achievement across the ECPR community. These prizes honour individuals at many stages of their careers, from distinguished senior scholars to exceptional PhD students

Prize	Awarded for	Winner
Jean Blondel PhD Prize	Thesis – <i>Hawks and Doves: Democratic Peace Theory Revisited</i>	Femke Bakker University of Leiden
Stein Rokkan Prize	Book – <i>Nation Building: Why Some Countries Come Together While Others Fall Apart</i>	Andreas Wimmer Columbia University
Rudolf Wildenmann Prize	Paper – <i>How Emotional are Populists Really? Factors Determining Explicitly Emotional Appeals in Political Communication</i>	Tobias Widmann European University Institute
Hedley Bull Prize in International Relations	Book – <i>The Myth of International Order: Why Weak States Persist and Alternatives to the State Fade Away</i>	Arjun Chowdhury University of British Columbia
Joni Lovenduski PhD Prize in Gender and Politics	Thesis – <i>Beneath the Spectacle: Gendering the Everyday in the British House of Commons</i>	Cherry Miller University of Tampere
	Thesis – <i>The Effects of Candidate Race and Gender on Press Coverage of Political Campaigns: An Intersectional Analysis</i>	Orly Siow University College London
Cora Maas Award	The best-evaluated course at the Winter or Summer School	Patrick Thaddeus Jackson American University
Dirk Berg-Schlosser Award	Outstanding pedagogy as a Teaching Assistant	Mario Munta and Dina Vozab University of Zagreb



Arjun Chowdhury receives the Hedley Bull Prize in International Relations from ECPR Chair Kris Deschouwer



Workshop participants at the 2019 Joint Sessions of Workshops hosted by UC Louvain in Mons, Belgium

■ Relations with other organisations

We continue to work closely with a number of scholarly associations operating within the same field of interest. This includes organising regular panels at each other's conferences, and in 2019 conducting a World of Political Science (WPS) survey in collaboration with the International Political Science Association (IPSA), looking at the state of the discipline across Europe and the rest of the world.

We are members of the Association for Learned and Professional Society Publishers (ALPSP), the Committee on Publication Ethics (COPE) and the International Science Council (ISC) with whom we award the Stein Rokkan Prize.

■ Preparing for our 50th year

In 2019 we decided to use our 50th Anniversary in 2020 as an opportunity to review the ECPR brand and to create a fresh new look to carry the organisation forward into its next half century. We worked with a local creative agency to establish a clear and contemporary new visual identity, reflecting ECPR's rich heritage and our vibrant current community.

We also began planning a number of commemorative activities for the anniversary year, starting with the recording of interviews with the two surviving founders, Jean Blondel and Richard Rose.

■ Studies and policies

Engagement with our community as outlined above is vital to ensuring the ECPR continues to serve a changing membership. This year we have developed two key policies which respond to issues and concerns we have received from across the community; both from our own members and from the other scholarly associations with whom we work.

Gender Study and Equality Plan

Even in 2020, political science is still very much considered a 'male discipline' across Europe; female full professors in the social sciences make up just 23% of the total. In its lifetime the ECPR has only elected one female Chair of the Executive Committee, and historically the representation of women on the board of Trustees is very low. We therefore decided to look more closely at the representation and engagement of women in all ECPR activities, from those attending our events or submitting articles to our journals, through to those in leadership positions and receiving prizes. The first Gender Study looked at data for 2012–2016 and was published in 2017; this was then repeated for the 2017 and 2018 data (the 2019 data study will be published in spring 2020). The full results can be found on our website, but the striking trend was a fairly level field of representation at base points of engagement such as receiving information via email and social media, and participation in events, but reducing further up through roles that require greater levels of leadership, such as editing a journal or running a Standing Group.

As a result of this, a Gender Equality Plan was published in 2018, with a series of targets and measures to reach gender parity over time. We will continue to monitor the results.

Code of Conduct

The ECPR's mission is to bring together scholars from across the world; to help them work together in a collegial way for the purposes of sharing and developing their own research and the profile of the discipline as a whole. As such, we create many platforms for engagement and thus have a responsibility to ensure we do all we can to make these safe spaces for all to work in. To this end, we began developing a Code of Conduct, setting out an expected level of behaviour and mechanisms for reporting breaches thereof, first published in late 2018. We will continually review the Code, and processes around it, to ensure it remains fit for purpose.

Monitoring success

We monitor our progress and achievements through key performance indicators in three income-generating areas

■ Membership

Since 2011–12 our membership had increased year on year, until 2016–17, in which we experienced a small decline in member numbers, from 350 to 340, and then a further fall for the reporting year to 332. Members have been lost in all membership categories and across all regions, so there are no clear indications yet as to what is causing this attrition. We have looked closely at event participation, since the two are closely linked due to the deeply discounted event fee rate for members.

Overall event participation fluctuates each year, sometimes influenced by the location of the JS and GC. Initial research though, shows us that despite declining numbers of members, the percentage of participants at both the JS and GC from member institutions is increasing each year (93% at the JS and 53% at the GC in 2019); and the percentage of members sending participants to these events is growing also (53% for the JS and 83% for the GC).

■ Event participation

Event attendance is a strong indicator of the popularity and relevance of our programme. Participant numbers fluctuate to a

small degree for the JS and GC – each year, the size of the JS is determined by the available space of the venue; and GC attendance can be impacted heavily by location (see the attendance spike for Hamburg 2018 due to our very high membership in Germany). Numbers continue to grow for the Winter and Summer Schools.

■ Publications

We evaluate the success of our Press and the Comparative Politics series by the number of new books published and the number of books (across the full back list) sold in the year. We use three key performance indicators to evaluate the health of our journals:

Number of article submissions, which shows the popularity of the journal as a publishing destination.

Rejection rate, which shows the competitiveness/benchmark to be accepted for publication given the volume and quality of submissions and the available space within the journal volume.

Impact factor – a calculation used to determine the value, quality and readership of a journal based on the number of citations its articles received in a given period of time.

The figures opposite are for the calendar year. Where data is missing, it had not been released at the time of going to press.



■ Key Performance Indicators for Membership numbers, 2015–2020

	2015–16		2016–17		2017–18		2018–19		2019–20
	Target	Actual	Target	Actual	Target	Actual	Target	Actual	Target
Membership	345	350	345	340	345	338	345	332	345

■ Key Performance Indicators for participation numbers at events, 2016–2020

	2016		2017		2018		2019		2020
	Target	Actual	Target	Actual	Target	Actual	Target	Actual	Target
General Conference	1,500	1,972	1,500	2,006	1,500	2,463	1,846	1,801	1,850
Winter School	300	381	350	391	350	399	378	425	400
Summer School	250	308	250	345	300	348	308	364	350
Joint Sessions	450	424	400	393	400	460	407	448	425

■ Key Performance Indicators for book sales, 2015–2019

	ECPR Press	
	New titles published	Units sold
2015	21	4,111
2016	25	4,500
2017	9	3,820
2018	17	4,257
2019	11	2,763

■ Key Performance Indicators for book sales, 2015–2019

	Oxford University Press Comparative Politics Series	
	New titles published	Units sold
2015	1	1,246
2016	3	1,143
2017	3	1,276
2018	4	1,548
2019	2	931, including eBooks

■ Key Performance Indicators for journal publishing, 2015–2019

	European Journal of Political Research (including PDY)			European Political Science			European Political Science Review			European Journal of International Relations			Political Research Exchange		
	Total submissions	Rejection rate	Impact Factor	Total submissions	Rejection rate	Impact Factor	Total submissions	Rejection rate	Impact Factor	Total submissions	Rejection rate	Impact Factor	Total submissions	Rejection rate	Impact Factor
2015	329	84.8%	2.525	74	32.43%	0.533	133	75%	1.188						
2016	361	82.3%	2.891	86	41.86%	1.292	152	68%	1.722	381	90%	2.277			
2017	406	84.2%	3.576	77	60%	0.806	199	73%	1.755	375	89%	2.545			
2018	415	88.3%	3.066	100	59%	1.141	176	73%	1.545	365	90%	2.756	27	59%	
2019	433	95.6%	n/a	86	47.67%	n/a	197	74%	n/a	391	87%	n/a	43	44%	

New look

For our 50th Anniversary in 2020, we've created a fresh new look to carry us into the next half century. We worked with a local creative agency to establish a clear and contemporary visual identity, reflecting ECPR's rich heritage – and our vibrant current community.



Engaging with our community

Our community of scholars is diverse, both geographically and thematically – and also in the way in which it interacts with the ECPR and the services they expect from us. We therefore engage with different sections of our community throughout the year in a number of different ways

Digital engagement

At grass roots we have a very large community of individuals who engage with the ECPR through social media, the website and email marketing, with some 18,000 followers on Twitter and 8,000+ receiving our fortnightly bulletin and other organisational news. We therefore have a large community passively engaging with the organisation on a regular basis.

Event participants

Each year we welcome over 3,000 scholars to our events, from the Methods School through to the General Conference. While a significant proportion of them will be from member institutions, these events are open to, and attended by, many non-members.

Our events are therefore a key tool in showcasing the value of membership to the wider community, especially to younger scholars.

Standing Groups and Research Networks – members

Each group has its own membership with which it can communicate directly via the ECPR website. This enables networks to develop and grow, and allows the groups to share information about their activities and events. Across the 54 groups and networks this totals around 6,000 individuals (both ECPR member and non-member) who are interacting with the organisation at this level.

Standing Groups and Research Networks – Steering Committees

Each of our Standing Groups and Research Networks appoints a Steering Committee to run the group for a period of time. Since the size of these committees can vary, across 54 groups this constitutes a community of around 120 scholars engaged in a leadership and strategic function for the organisation. As of 2018 we hold an annual two-day Groups and Networks Retreat at our Harbour House headquarters, where representatives from around 26 groups are invited each year. This event gives us an opportunity to share important information with them about legal and regulatory issues pertaining to the running of their activities, and key plans for the year ahead. We also receive invaluable feedback from them and their groups. The Retreat is a chance for Steering Committee members to share experiences and best practice with each other, too, building their own community. We are currently working on other ways to improve communication across this group, so they can begin to work together more cohesively as a community.

Affiliates

There is significant cross-over between the wider community and the number of scholars affiliated to member institutions (affiliates); currently this number sits at

c.11,000 individuals eligible to receive member benefits, based on the number of MyECPR accounts accessed in the past three years. Regular, positive engagement with this group is essential to understand how we can continue to meet the needs of the community, and retain and grow membership.

Official Representatives

Each member institution appoints an Official Representative (OR) to act as a main point of contact with the ECPR and to form part of the Council. The role of the OR is critical in ensuring continuation of membership each year, since they are often the main advocate for membership in their institution. While we currently communicate regularly with our ORs to keep them abreast of key information about the organisation, and invite them to the Council meeting each year at the General Conference, 2020 will see a new engagement project launched, with the aim of building a closer working relationship with these important stakeholders.

Editors and publishers

The editorial teams for our publications are appointed from within the membership community. These scholars play a key role in shaping the content and output

of our journals and book series and, in turn, shaping the conversation across the discipline more generally. We work closely with these scholars throughout the year and every spring invite them to Harbour House for the Publications Retreat; a two-day event, held since 2015. This provides an opportunity for the full editorial team for each publication to meet, including with the editorial assistant and publisher, to review the progress of the past year and plan for the year to come. Each team also presents their annual report to the Publications Subcommittee, who use this as a chance to discuss key contractual or financial issues with the publishers.

Other organisations

Though our membership is international, we have a predominantly European focus. We therefore collaborate regularly with a number of other scholarly societies working in the field of political science and international relations, which represent different geographies or approaches. This allows for sharing of best practice, experience and data, and for collaborative events and activities. Since there is a degree of cross-over between our memberships, this collaboration helps us develop and deliver a consistent and cohesive approach for the benefit of all our communities.



The environment around us

Brexit

Whilst the full impact on the ECPR of the UK's departure from the EU remains unclear, our concerns focus around:

- **Volatile exchange rates** The majority of our income is generated in Euros, the majority of our expenditure in sterling; while the GBP rate has been falling against the EUR rate this has been beneficial to us, because our costs are lower in equivalent value when compared to our income; however, should the GBP rate recover, the surplus produced in recent years is likely to be reduced.
- **Insurance** It is likely that the cost of providing insurance for our events outside the UK will increase, as will providing travel insurance for our staff to attend and manage them.
- **Funding** Our participants may experience difficulty securing funding (outside of the ECPR) to attend our events.
- **VAT** The countries in which we are currently able to claim an exemption on our event income under Article 53 of the EU VAT Directive 2006/112 may reconsider their position if we are no longer operating as part of the EU.

We will continue to monitor the situation and take advice where necessary to inform any required actions.

Academic freedom

When the ECPR was founded, it was on the principle that all member institutions should be politically free. As democracy grew across Europe, so did our membership, but recent times have seen a resurgence in authoritarianism, prompting the EC to examine the impact of potential restrictions to academic freedom on our members and our work. We have released a number of statements over the past few years in defence of academic freedom, and have supported member institution CEU Budapest in its struggles with the Hungarian government. Scholars facing infringements or persecution can contact us via our dedicated Scholars at Risk email address, freedom@ecpr.eu

The publishing landscape

Driven by the philosophy that publicly funded research should be available for all to read outside a publisher's paywall, the Open Access movement in Europe has gathered pace over the past five years. The coalition of funders and institutions and their 'PlanS' sets out radical targets for publication of research funded by its members, while the Trump administration is considering similar mandates in the US.

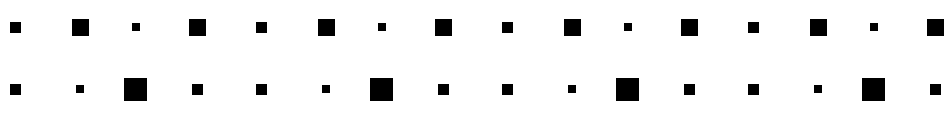
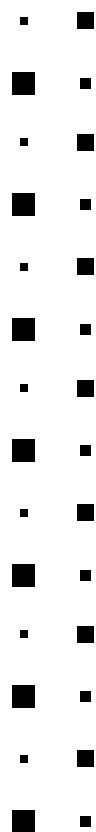
As a learned society, ECPR is in an invidious position. We represent academics who have long felt aggrieved by the degree to which publishers benefit financially from their labour, while we receive significant income from our agreements with those same publishers. While we are supportive in principle of

the move to OA (and indeed we launched a new, fully OA journal in 2018) we have concerns about the suitability of PlanS for the social sciences and humanities, and the potential barriers to publication this may impose for scholars unable to access funds to publish. We are also concerned about the impact on the income we receive from our publishing agreements, since this supports other important activities, such as event participation and Standing Group funding. We continue to work with our publishing partners and members to navigate the best path forward.

Climate change

The academic conference is a focal activity of any learned society. It is vital to disseminate research and encourage networking. However, many are starting to question the impact of conference attendance on the environment. One of the greatest challenges facing us now, therefore, is how we can continue to deliver a service so fundamental to the needs of an academic and our whole community, while also trying to reduce the impact it has on our natural world.

Alongside engaging in the collective discourse around this subject with our members and organisations in similar positions, the EC is considering green initiatives that could be adopted in the future, such as selecting locations that are easily accessible by rail; facilitating the remote presentation of papers; providing online courses; and hosting 'Green Events' in collaboration with the host institution by imposing restrictions and limitations on the choice of suppliers and services.



Operating responsibly

Supporting our volunteers

Volunteers are defined as people who conduct work on behalf of the ECPR without financial reward. Currently, we define Standing Group and Research Network Steering Committee members, and Associate Editors of the journal PRX, as volunteers. We recognise the contribution of this group to meeting our organisational mission, and we aim to support them in a number of ways, including opportunities to meet with staff and Trustees; reimbursement of out-of-pocket expenses; clear guidance documents; advice and training.

Complaints Handling Policy

We work hard to ensure that we always deliver the best service to our members and affiliates; to support this effort we have developed a complaints policy to allow us to receive, review and take action on any concerns raised. Complaints can be made in person, over the phone or via a dedicated confidential email address, complaints@ecpr.eu. Once received, complaints are processed by our Management Group or Director.

Staff wellbeing

ECPR's team at our Colchester headquarters works hard to deliver an extensive range of benefits and services to a large community of scholars across the world. We are therefore committed to offering a healthy and enjoyable working environment for them all. In 2015 we moved to larger premises which provide ample office space for the growing workforce, multiple meeting and break-out rooms, a fully equipped kitchen and staff parking. All staff benefit from flexible working, so they can work the hours that suit their own personal situations. Staff required to work additional hours at times of high workload can accrue time off in lieu in addition to the standard 25 days annual leave, plus bank holidays.

We have developed policies to help support and protect staff working away from the office, and ECPR reimburses all necessary costs incurred while travelling for work purposes. We provide a defined contribution pension scheme for all employees, to which the ECPR doubles any contribution made by staff up to 16% of salary. We are committed to paying employees fairly and in line with market rates, and employees receive an annual cost of living increase based on the UK Consumer Prices Index (CPIH).

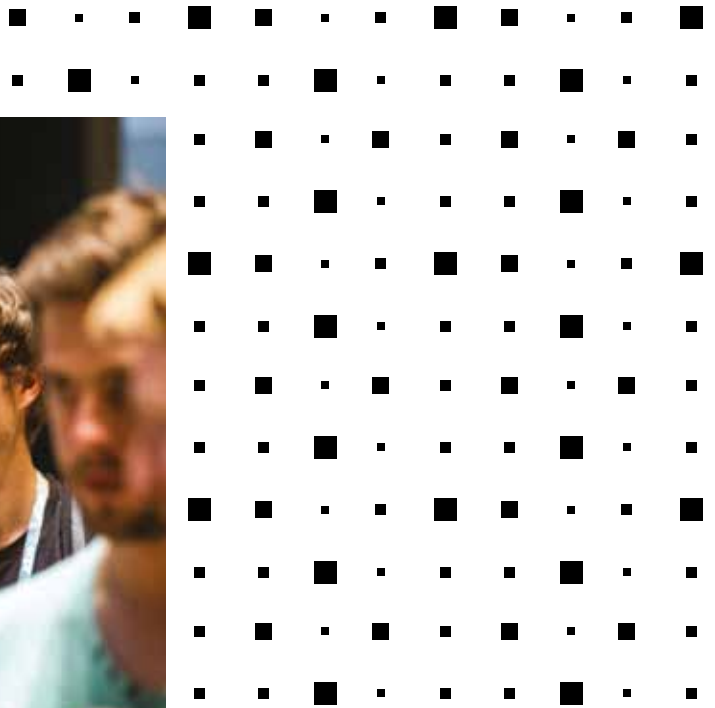
We also provide staff with a benefits package which includes shopping discounts; reduced train tickets; spreading the cost of technology, childcare and vehicles; access to over a thousand e-learning modules and courses; free coffee and movies; and discounts on gym memberships.

Procurement and sustainability

We have adopted a Procurement Policy which seeks to balance the need to protect ECPR resources by achieving value for money, with factors such as sustainability and supplier values. The policy requires any Trustee, volunteer or staff member considering a purchase to evaluate: price of product; quality of product; ability of product to fulfil the Charity's need; supplier's reputation, range of products, service, delivery ability and sustainability principles.

For large purchases or long-term supplies, we seek formal quotes and tenders from at least two competitors. Favourable consideration is given to charities or other not-for-profit organisations, and to companies local to our Colchester headquarters or to the event host location (whichever is more appropriate).





Risk management

We regularly evaluate the risks facing the organisation through the Risk Register, which then informs the degree of reserves required to sustain the business in the event of one or more of these factors materialising. ■ See table below

While the EC is responsible for the adoption of the annual budget and for ensuring that the accounts are properly audited, day-to-day management of our income and expenditure lies with the operational staff, specifically, our Finance Department and Management Group, with regular oversight by the Chair of the Finance Subcommittee.

Reserves policy

The ECPR aims to maintain reserves equivalent to the risks identified in the Risk Register. As at the end of the 2018/19 year, reserves were £2.7m.

Current principal ongoing or ‘standing’ risks faced by ECPR

Risk	Loss of members	Reduction to publications income due to PlanS – an initiative for Open Access publishing that requires researchers who benefit from state-funded institutions to publish their work in open repositories, or in journals available to all, by 2021	Exchange rate volatility	Brexit
Impact	Reduction in subscription income	Open Access model threatens the traditional model for generating income from all publications	GBP value increasing against Euro increases post-Brexit	VAT position in EU countries, increased VAT and travel costs, eg insurance / visas
Mitigation	Monitoring news and regular contact with Official Representatives	Working with publishers on new subscription model and ways to manage the decline over time	Monitoring and potentially sourcing as much in the UK as possible if costs do rise	Monitoring news and agreements between the UK and EU
Net risk rating	Very low	Medium	Likely	Very high

Financial review

Income

Our four primary income streams are:

- Registration income from the annual General Conference
- Membership subscriptions
- Publications income, of which the majority is produced by the *European Journal of Political Research*
- Methods School registration income

Overall income in 2018–19 remained stable at £2.1m. Income from publications also remained stable at £439k.

Broken down across our portfolio of journals and book series:

- ECPR Press income dropped by 11% to £34k
- *EJPR* income dropped by 7% to £285k
- *EPS* income rose by 64% to £52k
- *EPSR* income dropped by 9% to £35k
- *EJIR* income dropped by 25% to £16k
- *PRX* recorded income for the first time of £15k

■ **General Conference income** reduced by 22% to £463k against the previous year, but it should be noted that 2017–18 income was unusually high due to the size and demand for the event. On average, General Conference income is £433k.

■ **Other event income**, which includes income from Standing Group events, was up 37% to £28k. This is a result of the reclassification of some Standing Group events as 'internal events' as per the 2019 Standing Group Framework guidelines. This reclassification has also generated a corresponding rise in costs in this area.

■ **Joint Sessions income** rose by 17% to £67k due to increasing registration fees.

■ **Methods School income** rose by 23% to £533k due to the Summer and Winter events attracting higher participant numbers.

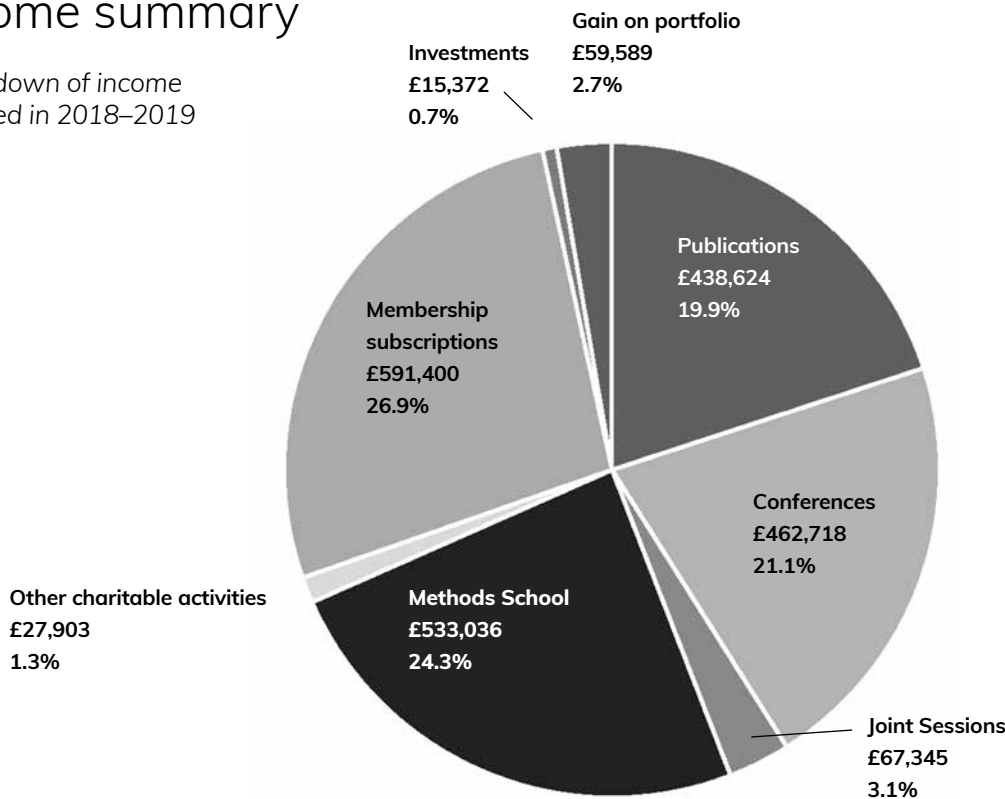
■ **Membership subscription income** rose by 2% to £591k.

■ **Investment income** dropped by 7% to £15k.

■ **Gain on the investment portfolio** increased 137% to £60k.

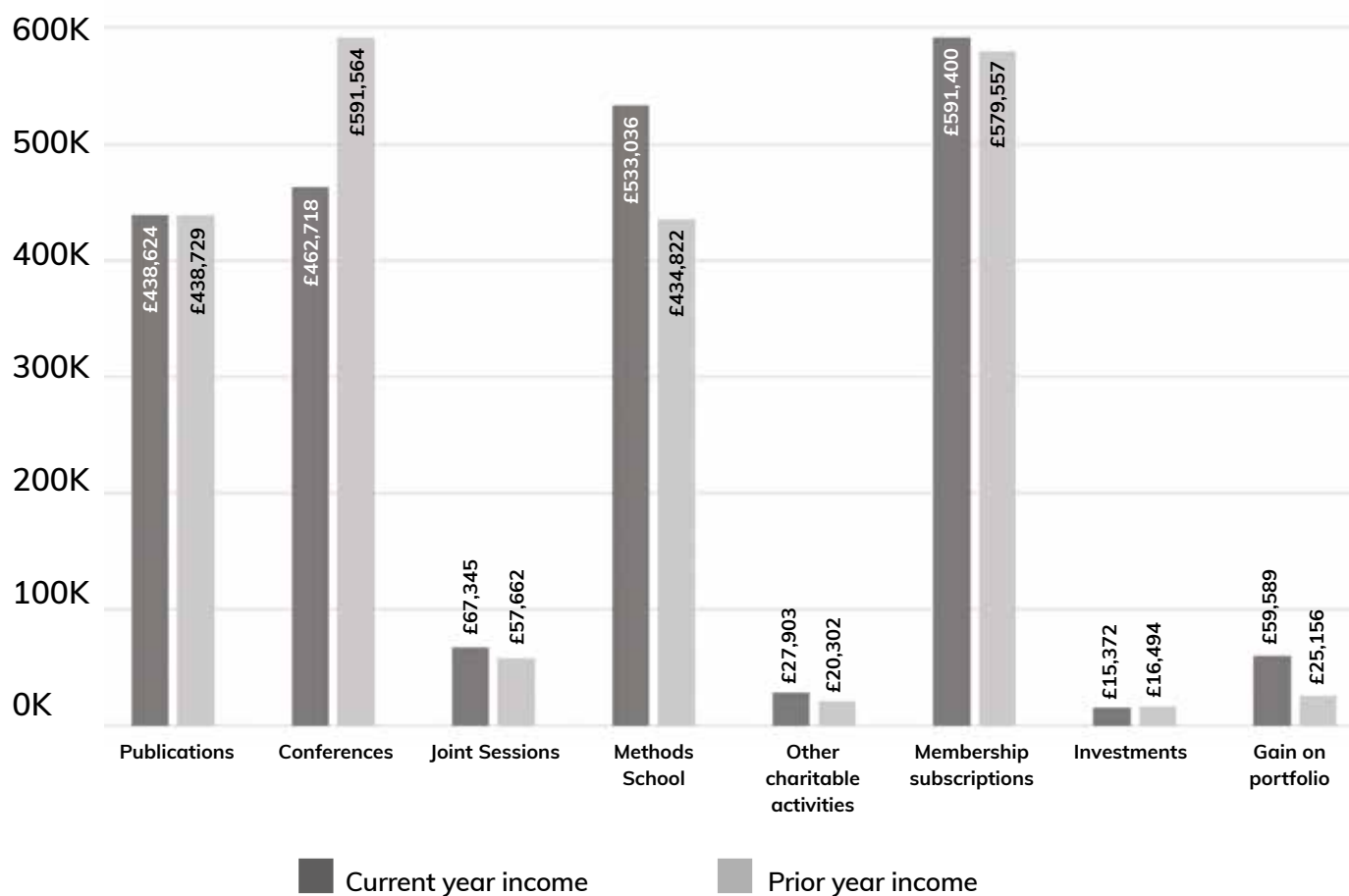
Income summary

Breakdown of income received in 2018–2019



Income compared to prior year

Variance 2018–2019 income against previous year





Expenditure

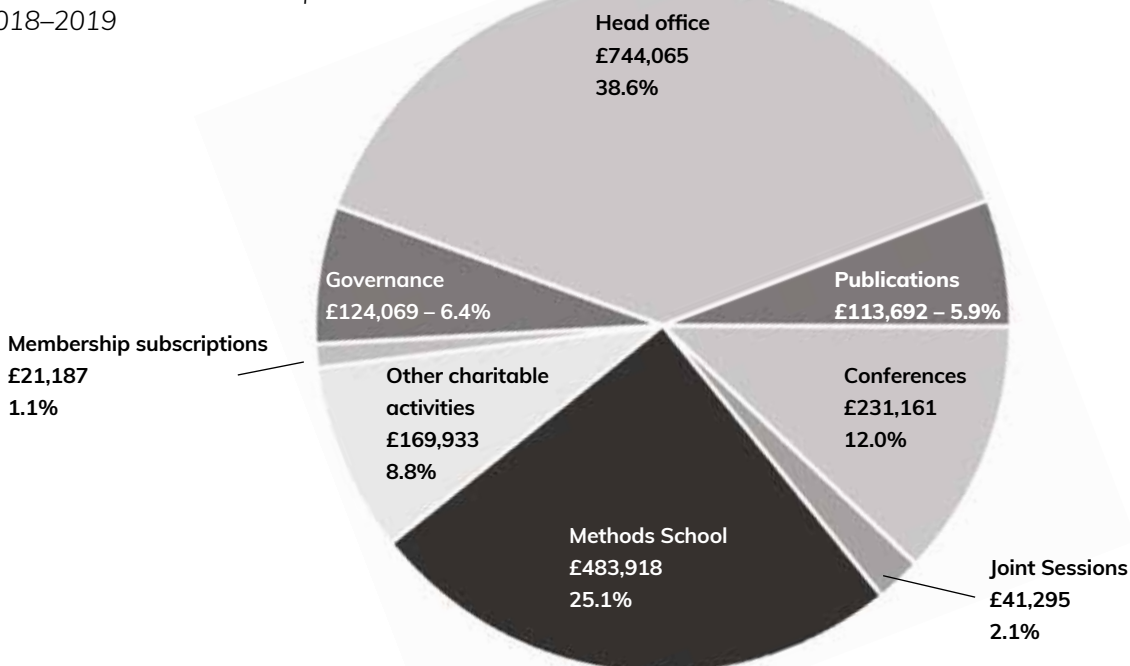
Overall charitable expenditure increased by 5% in this period.

- **Expenditure on publications** decreased by 24% to £114k.
- **Conference expenditure** decreased by 27% to £231k, although the decrease in costs was relative to the reduced income due to fewer participants attending the 2019 event.
- **Other charitable activities**, which includes Standing Group expenditure, rose by 74% to £170k due to the internalisation of costs on events as noted previously.

- **Methods School expenditure** rose by 11% to £484k.
- **Joint Sessions expenditure** decreased by 40% to £41k.
- **Support costs** rose by 17% to £868k. This includes a rise in Governance costs of 10% to £124k, partly due to the charge by the Chair's institution not being made in the prior period; partly due to additional Director costs due to the changeover in personnel.
- **Head Office costs** increased by 16% to £744k. This includes; increases in professional fees due to VAT compliance work; expenditure on repairs to Harbour House; rebrand costs.

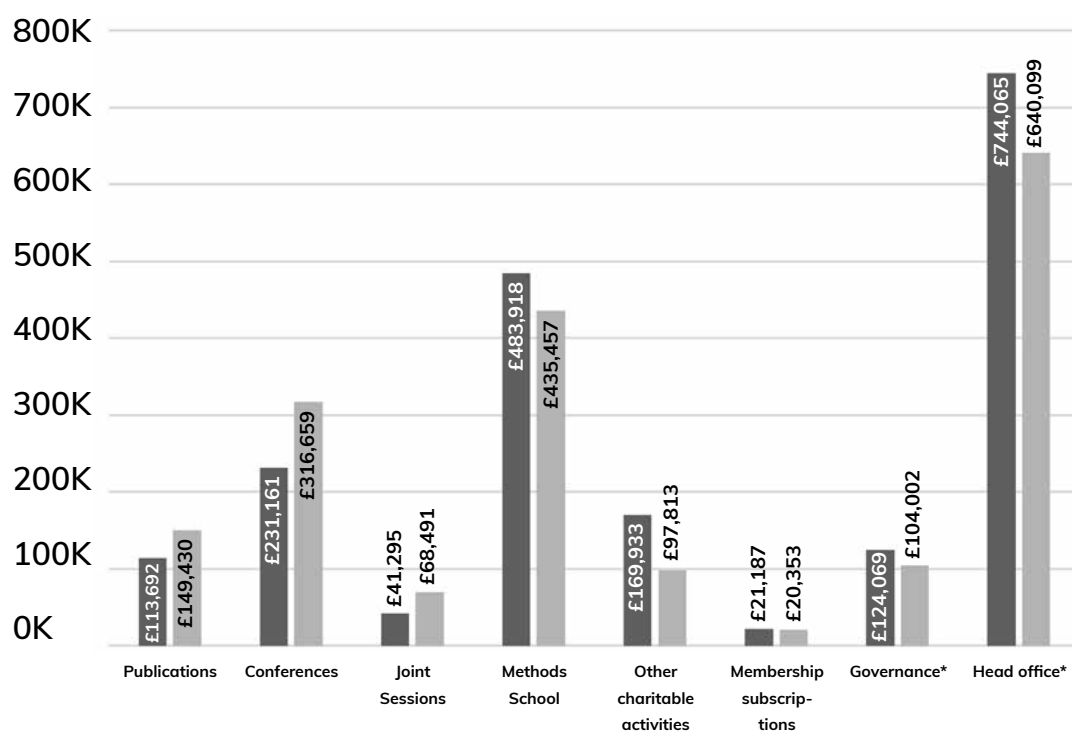
Expenditure summary

Breakdown of charitable expenditure 2018–2019



Expenditure compared to prior year

Expenditure variance to previous year



* Within the financial statements, governance and head office costs are apportioned to the charitable activities.

■ Current year income ■ Prior year income



Learning all about
Quantitative Text
Analysis at our Methods
School, CEU Budapest

Surplus and deficit

- **Overall surplus** reduced by 20% to £267k, down from £332k in 2017–18.
- Surplus from **publications** was up 39% to £232k.
- **Membership subscriptions** were up 2% to £553k.
- **Investments** were up 80% to £75k.
- Profit on **conferences** reduced by 43% to £42k.
- The **Joint Sessions** made a loss of £8k, a reduction of 84% compared to the previous period.
- Loss on the **Methods School** increased by 23% to £347k.
- Loss on **other charitable activities** was up 74% to £281k.

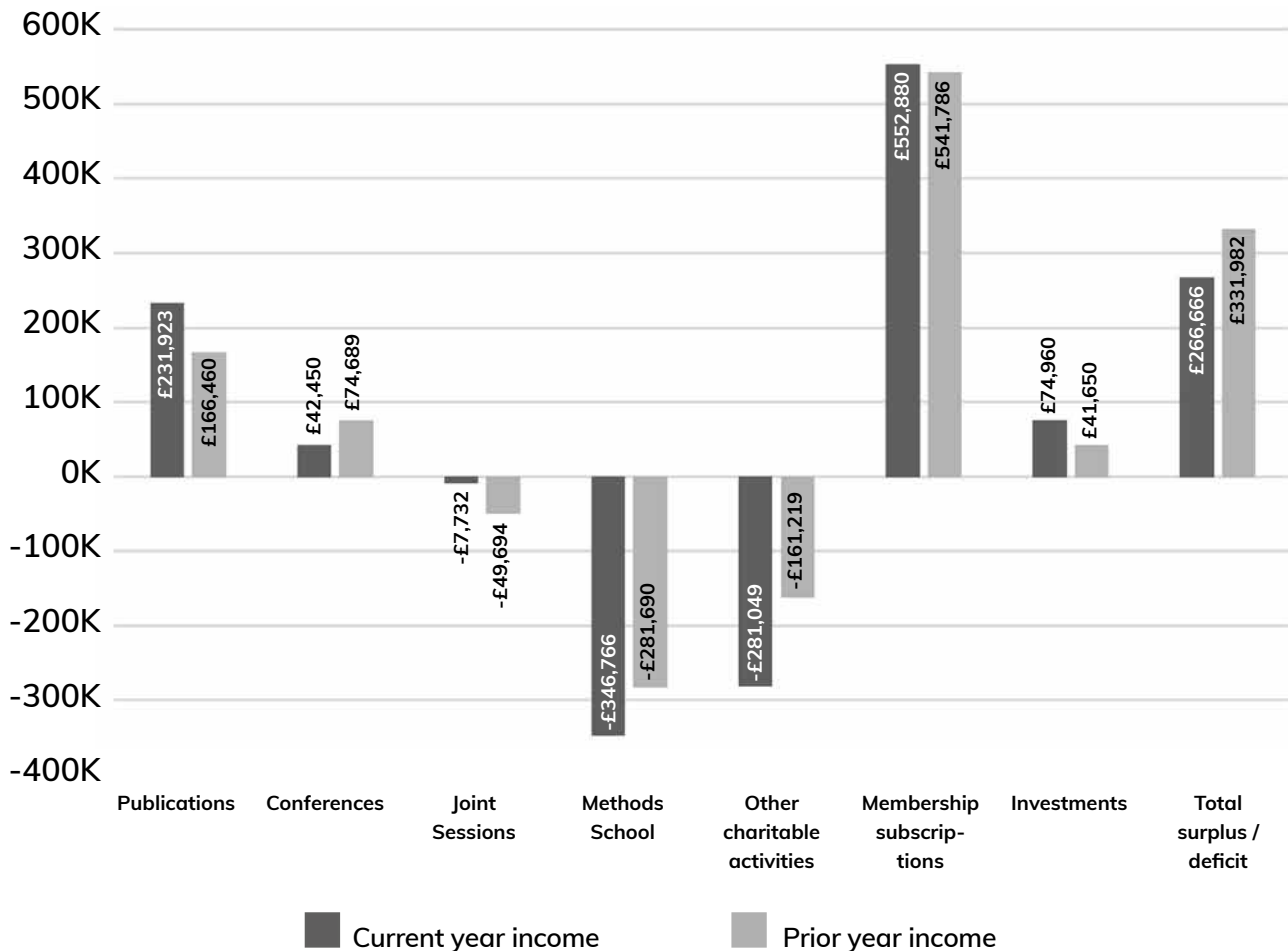
Investment policy and performance

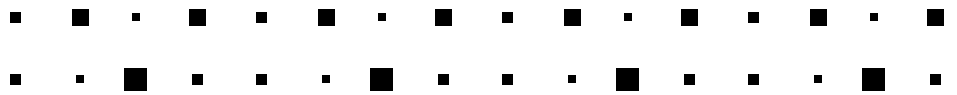
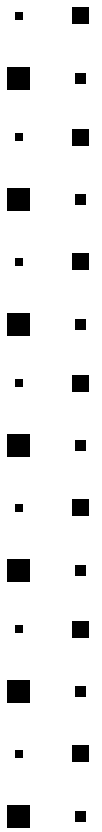
When we make a surplus, we use this money to build reserves, which can be called upon to keep the organisation functioning should it encounter any of the risks highlighted by our Risk Register.

After a review by the Executive Committee in 2017, we transferred £855k to Vanguard Investments UK Limited, split 50/50 across two funds: Vanguard LifeStrategy 40% Equity Fund, and Vanguard Lifestrategy 60% Equity Fund. These index-tracking funds tend to be less volatile than active funds; they also attract lower management costs, of 0.24%.

By the end of the 2018/19 financial year, our total investment portfolio was valued at £955k compared to £882k in 2017/18. This represents a rise of 8%, with a gain on the valuation of the portfolio of £59k and a dividend accumulated of £13k.

Surplus and deficit by activity





Structure, governance, management

Organisation and control

We are governed by our board of Trustees, the Executive Committee, with day-to-day operational management delegated to the Director and Management Group. The EC is responsible for ensuring that ECPR acts solely to further its charitable objectives. It reports to Council, made up of Official Representatives from member institutions.

ECPR activities are divided into six portfolios of work, each with an associated Subcommittee comprising two or three EC members, plus the Chair and Vice Chair. The Director, related Manager and

their staff work with the Subcommittees day to day, to operationalise EC decisions. Subcommittees have decision-making authority delegated to them via a Scheme of Delegation and bring key items to the EC in plenary twice a year for decision and strategic discussion.

■ Outgoing Trustee

Oddbjørn Knutsen University of Oslo
passed away in August 2019

■ Incoming Trustee

Hana Kubátová Charles University in Prague
replaced Oddbjørn Knutsen in September 2019

Staff at Harbour House in Colchester

Employed 1 October 2018 – 30 September 2019

Director

Martin Bull
until 30 September 2019
Tanja Munro
joined 1 September 2019

Management Group

Matt Cole IT Manager
until July 2019
Rebecca Gethen
Communications Manager
Mark Kench
Operations Manager
until June 2019
IT Manager from July 2019
Rebecca Lock
Events Manager
Helen Morgan
Finance Manager

Communications

Rebecca Gethen Manager
Mary Cenci
Editorial Assistant
Helen Cooper
Communications Officer
Kate Hawkins Marketing &
Communications Officer

Events

Rebecca Lock Manager
Olga Dovzhanchuk
Events Marketing Coordinator
joined September 2019
Anna Foley
Events Coordinator
Becky Plant Events
Coordinator until April 2019
Louise Soper
Events Coordinator

Marcia Taylor
Events Coordinator
Diane Towler
Events Coordinator
Emily Donnachie Events
Assistant until March 2019

Finance

Helen Morgan Manager
Shaun Klotia-Clotey Sales
& Purchase Ledger Finance
Assistant joined March 2019
Julie Medler Finance & HR
Assistant until October 2018
Bianca Taylor
Finance Assistant

Operations

Mark Kench Manager
until June 2019

Kim Jesney
Administrator

IT and Website

Matt Cole Manager
until July 2019
Mark Kench Manager
from July 2019
Antoni Christodoulou
Junior Web Developer
joined September 2019
Ben Demes
Web Developer
until September 2019
Richard Lay-Flurrie
Junior Web Developer
joined August 2019
Colin McPhie
Systems Administrator
Adam Morris
Web Developer
until June 2019

Trustees for the period 2018 – 2021



Kris Deschouwer Chair;
Vrije Universiteit Brussel

- Political parties and elections, political representation, regionalism and federalism, and consociational democracy.



Mary Farrell Vice Chair, Publications Subcommittee; Independent Scholar

- Political and policy processes in global governance, the UN in global politics and policy, EU external relations.



David Farrell Finance Subcommittee Chair and Organisation Subcommittee; University College Dublin

- Representation, elections and parties, constitutional deliberation.



Gilberto Capano Publications Subcommittee; University of Bologna

- Comparative higher education policy, policy design and policy instruments, and the role of agents in public policy.



Maurizio Carbone Publications Subcommittee; University of Glasgow

- EU external relations, particularly foreign aid and development-related policies such as trade, security and foreign affairs.



Reuven Y. Hazan Finance Subcommittee; Hebrew University of Jerusalem

- Comparative democracies in general but particularly parties and party systems, legislative studies, and electoral systems.



Petri Koikkalainen Training Subcommittee; University of Lapland

- Political theory, governance, the history of political thought and contemporary political history of northern Europe.



Hana Kubátová Events Subcommittee; Charles University in Prague

- Majority-minority relations in wartime and postwar Slovakia, identity construction, and microdynamics of (ethnic) violence.



Petra Meier Training Subcommittee; University of Antwerp

- Gender politics and policies; democracy and representation; electoral inclusiveness; inequality in multi-level systems.



Thomas Saalfeld Organisation Subcommittee; University of Bamberg

- Representation of citizens of immigrant origin, legislative behaviour, legislative organisation, parliamentary accountability.



Sabine Saurugger Training Subcommittee; Sciences Po Grenoble

- Public policy, comparative politics, interest groups, European integration, European public policies and the politics of law.



Anna M. Sroka Events Subcommittee; University of Warsaw

- The quality of democracy, mechanisms for democratic accountability, political corruption.

Administrative information

Principal Office

Harbour House
6–8 Hythe Quay
Colchester
Essex CO2 8JF

Registered Charity Number

1167403 CIO – Charitable Incorporated Organisation

Website

www.ecpr.eu

Auditors

Scrutton Bland LLP
Chartered Accountants
820 The Crescent
Colchester Business Park
Colchester
Essex CO4 9YQ

Bankers

Bank of Scotland
Teviot House
South Gayle Crescent
Edinburgh EH12 9DR

Solicitors

Birkett Long LLP
Faviell House
1 Coval Wells
Chelmsford CM1 1WZ

Investment Managers

Vanguard Investments
UK Limited
PO Box 10315
Chelmsford CM99 2AT

Key management remuneration

All EC members give their time freely and no remuneration was paid to them in the year. Trustees are paid travelling and subsistence expenses when they are working away on ECPR business, and accommodation is usually organised and paid for by the ECPR. The Chair's institution is given financial support to provide cover

for their absence whilst they are serving their term of office.

No remuneration is made to serving EC members or volunteers of the ECPR, without the express approval of the EC and in line with the Charity Commission for England and Wales' regulations.

Staff Remuneration Policy

As a UK registered charity, the ECPR seeks to ensure that:

- staff are paid fairly, in line with local market rates, appropriately for their level of responsibility and in line with the pay of colleagues who perform similar tasks;
- staff salaries are awarded based on skills and experience and are free from discrimination;
- we comply with our obligation to expend our incoming resources responsibly;

- there is transparency in all aspects of our operations.

To achieve the above goals, we must balance the need to ensure value for money when expending the Charity's resources with the need to recruit and retain the best people for the job.

The EC is responsible for setting management pay, including that of the Director, usually by delegation to the Management Subcommittee; the EC is also responsible for the recruitment and appointment of the Director. Staff are awarded an annual cost of living pay increase, which is also approved by the EC.

Conflicts of Interest Policy

ECPR Trustees have a legal duty to ensure that they always act in the ECPR’s best interest when making decisions; it is a legal requirement that Trustees report a potential conflict of interest as soon as it arises. A conflict of interest would arise if:

- a Trustee could benefit financially from a decision over which they have influence, whether directly or indirectly through a personal connection;
- a Trustee’s loyalty to the ECPR conflicted with a duty or loyalty to another organisation or person.

Conflicts of interest are common in charities, so we adopted practices aimed at reducing the risk of:

- making decisions that could be overturned;

- risking the ECPR’s reputation;
- Trustees having to repay the ECPR for unauthorised payments.

The ECPR has adopted the following practices to safeguard against the above risks occurring:

- clauses 7.8 and 8 of the ECPR’s Constitution;
- implementation of a Register of Interests, which is updated annually with appropriate procedures for managing conflicts.

Where Trustees delegate their decision-making powers to staff members under the terms of the organisation’s Scheme of Delegation, those staff are also expected to declare any potential conflict of interest and absent themselves from any discussions.



A lively class on Case Study Research Method and Practice at our 2019 Summer Methods School in Budapest



Trustees' responsibilities in relation to the financial statements

As a group of Trustees, the EC is responsible for preparing its Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England and Wales requires the EC to prepare financial statements for each financial year which give a true and fair view of the Charity and of the incoming resources and application of resources of the Charity for that period. In preparing these financial statements, the Trustees are required to:

- select suitable accounting policies and apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgments and accounting estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the Charity will continue to operate.

The EC is responsible for keeping sufficient accounting records that disclose with reasonable accuracy at any time the financial position of the Charity and enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of ECPR's Constitution. It is also responsible for safeguarding the

assets of the Charity and hence, for taking reasonable steps for the prevention and detection of fraud and other irregularities.

In so far as the EC is aware:

- there is no relevant audit information of which the Charity's auditor is unaware;
- it has taken all steps that it ought to have taken to make itself aware of any relevant audit information and to establish that the auditor is aware of that information.

The EC is responsible for the maintenance and integrity of the charity and financial information included on the Charity's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

On behalf of the Executive Committee
31 March 2020

On behalf of the Executive Committee
31 March 2020

Independent Auditor's Report

Scrutton Bland LLP, Chartered Accountants and Statutory Auditor

Opinion

We have audited the financial statements of the ECPR (the 'charity') for the year ended 30 September 2019 which comprise the statement of financial activities, the balance sheet, the statement of cash flows and notes to the financial statements, including a summary of significant accounting policies.

The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102, The Financial Reporting Standard applicable in the UK and Republic of Ireland (United Kingdom Generally Accepted Accounting Practice).

In our opinion, the financial statements:

- give a true and fair view of the state of the Charity's affairs as at 30 September 2019 and of its incoming resources and application of resources for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Charities Act 2011.

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs [UK]) and applicable law. Our responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the ECPR in accordance with the ethical requirements relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions relating to going concern

We have nothing to report in respect of the following matters in relation to which the ISAs (UK) require us to report to you where:

- the Executive Committee's use of the going concern basis of accounting in the preparation of the financial statements is not appropriate; or
- the Executive Committee has not disclosed in the financial statements any material uncertainties that may cast significant doubt on the Charity's ability to continue to adopt the going concern basis of accounting for at least 12 months from the date on which the financial statements are authorised for issue.

Other information

The Trustees are responsible for the other information. The other information comprises the information included in the Annual Report other than the financial statements and our auditor's report thereon. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon. In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, to consider whether the other information is materially inconsistent with the financial statements, or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information.

If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

Matters on which we are required to report by exception

We have nothing to report in respect of the following matters in relation to which the Charities Act 2011 requires us to report to you if, in our opinion:

- the information given in the Report of the Executive Committee is inconsistent in any material respect with the financial statements; or
- sufficient accounting records have not been kept; or
- the financial statements are not in agreement with the accounting records and returns; or
- we have not received all the information and explanations we require for our audit.

Responsibilities of Trustees

As explained more fully in the Trustees' responsibilities statement, the Trustees are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the Trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the Trustees are responsible for assessing the Charity's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the Trustees either intend to liquidate the Charity or to cease operations, or have no realistic alternative but to do so.

Auditor's responsibilities for the audit of financial statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at www.frc.org.uk/auditorsresponsibilities. This description forms part of our auditor's report.

Use of our report

This report is made solely to the Charity's Executive Committee, as a body, in accordance with Section 144 of the Charities Act 2011 and with regulations made under Section 154 of that Act. Our audit has been undertaken so that we might state to the Executive Committee those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the Charity and the Charity's Executive Committee as a body, for our audit work, for this report, or for the opinions we have formed.

Signature and approval



31 March 2020, Scrutton Bland LLP

Chartered Accountants and Statutory Auditor, 820 The Crescent, Colchester Business Park, Colchester, Essex CO4 9YQ

Scrutton Bland LLP is eligible to act as an auditor in terms of section 1212 of the Companies Act 2006

Statement of financial activities

Year ended 30 September 2019

The notes on pages 40–45 form part of these financial statements

	Note	2019 £	2018 £
Income from			
Charitable activities	2	1,529,626	1,543,079
Subscriptions from members	3	591,400	579,557
Investments	4	15,372	16,494
Total income		2,136,398	2,139,130

Expenditure on			
Raising funds	6	38,520	34,270
Charitable activities	7	1,890,800	1,798,034
Total expenditure		1,929,320	1,832,304

Realised and unrealised investment gains		59,588	25,156
Net income and net movement in funds for the year		266,666	331,982
Reconciliation of funds			
Total funds brought forward		2,467,841	2,135,859
Total funds carried forward		2,734,507	2,467,841

Continuing operations

All incoming resources and resources expended derive from continuing activities.

Total recognised gains and losses

The statement of financial activities includes all gains and losses recognised in the year.

Funds

All of the income, expenditure and gains for the last two financial periods relate to unrestricted funds.

Participants get to grips with Machine Learning at our 2019 Summer Methods School



Deep in concentration at our successful 2019 General Conference in Wrocław, southwest Poland

Balance sheet

As at 30 September 2019

	Note	2019 £	2018 £
Fixed assets			
Tangible assets	11	416,386	430,097
Investments	12	955,468	882,121
		1,371,854	1,312,218
Current assets			
Debtors	13	395,673	422,217
Cash and cash equivalents	14	1,854,995	1,752,614
		2,250,668	2,174,831
Creditors: amounts falling due within one year	15	(888,015)	(1,019,208)
Net current assets		1,362,653	1,155,623
Net assets		2,734,507	2,467,841
Funds			
Unrestricted funds		2,734,507	2,467,841

On behalf of the Executive Committee
31 March 2020

On behalf of the Executive Committee
31 March 2020

Statement of cashflows

Period ended 30 September 2019

The notes on pages 40–45 form part of these financial statements

	Note	2019 £	2018 £
Cash flows from operating activities			
Net income for the year		266,666	331,982
Adjusted for			
Depreciation of tangible assets		17,785	7,186
Unrealised investment gain		(59,598)	(13,113)
Realised investment gain		-	(12,043)
Dividend accumulated in fund		(13,749)	(11,739)
Interest received		(1,485)	(569)
Other investment income		(128)	(15,925)
Decrease / (increase) in debtors		26,544	(98,780)
Decrease in stocks		-	2,421
Decrease / (increase) in creditors		(131,193)	17,903
Net cash generated from operating activities		104,842	207,323

Cash flows from investing activities			
Interest received		1,485	569
Purchase of tangible fixed assets		(4,074)	(12,511)
Purchase of investments		-	(929,546)
Sale of investments		-	838,443
Other investment income		128	15,925
Net cash used in investing activities		(2,461)	(87,120)
Change in cash and cash equivalents in the year		102,381	120,203
Cash and cash equivalents brought forward		1,752,614	1,632,411
Cash and cash equivalents carried forward	14	1,854,995	1,752,614

Notes to the Financial Statements

Year ended 30 September 2019

1. Accounting policies

a. Basis of accounting

The financial statements have been prepared under the historical cost convention, with the exception of investments, which are included at market value. The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014 and the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Charities Act 2011 and UK Generally Accepted Practice as it applies from 1 January 2015.

The financial statements have been prepared to give a 'true and fair' view and have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a 'true and fair' view. This departure has involved following Accounting and Reporting by Charities preparing their accounts

in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014 rather than the Accounting and Reporting by Charities: Statement of Recommended Practice effective from 1 April 2005 which has since been withdrawn.

The charity constitutes a public benefit entity as defined by FRS 102.

The financial statements are rounded to the nearest £1 and are prepared in sterling.

b. Going concern

Having considered the Charity's forecasts and projections, the Trustees are satisfied that the Charity has adequate resources to continue in operational existence for the foreseeable future, and for a period of at least 12 months from the date of approving these financial statements. For this reason the Trustees continue to adopt the going concern basis in preparing the accounts.

The Trustees are not aware of any material uncertainties with regard to going concern.

c. Income

Income is recognised when the charity has entitlement to funds, any performance conditions attached to the item(s) of income have been met, it is probable that the income will be received and the amount can be reliably measured.

Income from subscriptions from members is accounted for in the year to which they relate.

Income from publications in the form of royalties is received in relation to the journals. Royalty income is accounted for in the year that it becomes receivable, which is when the publication is sold.

Income from conferences is accounted for in the year in which the conference occurs.

d. Interest receivable

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the Charity; this is normally upon notification of the interest paid or payable by the bank.

e. Fund accounting

Unrestricted funds are available to spend on activities that further any of the purposes of the Charity. Reserves are targeted to be approximately 12 months' regular expenditure.

f. Expenditure and irrecoverable VAT

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required, and the amount of the obligation can be measured reliably. Expenditure is classified under the following activity headings:

■ **Costs of raising funds**

comprise the costs of commercial trading, including investment management and their associated costs.

■ **Expenditure on charitable activities**

includes the costs of publications, the Methods School, conferences and other activities undertaken to further the purposes of the Charity, and their associated support costs.

■ **Governance costs**

represents the costs of governance arrangements and include costs associated with compliance with constitutional and statutory requirements.

Irrecoverable VAT is charged as a cost against the activity for which the expenditure was incurred.

g. Allocation of support costs

Support costs are those functions that assist the work of the Charity but are not directly attributable to charitable activities. Support costs represent costs attributable to the management of the Charity's assets and organisational administration. These costs have been allocated between costs of raising funds and expenditure on charitable activities based on the proportion of direct costs which relate to each activity. The basis on which support costs have been allocated are set out in note 8.

h. Foreign currency

Monetary assets and liabilities in foreign currencies are translated into sterling at the rates of exchange ruling at the balance sheet date. Transactions in foreign currencies are translated into sterling at the rates of exchange ruling at the date of the transaction. Exchange differences arising in the normal course of trading are dealt with in the statement of financial activities for the year.

i. Fixed assets

Individual assets costing £250 or more are capitalised at cost and depreciated over their estimated useful economic lives on a straight line basis as follows:

- Freehold buildings between 2% and 10% per annum.
- Office and IT equipment, 25%.
- Freehold land is not depreciated.

j. Fixed asset investments

Listed investments are stated at market value at the Balance Sheet date. Realised and unrealised gains or losses are calculated based on the market value at which the investments are recorded in the financial statements and are shown on the face of the statement of financial activities.

k. Stock

Stocks are stated at the lower of cost and net realisable value after making due allowance for obsolete and slow-moving items.

l. Debtors

Trade and other debtors are recognised at the settlement amount due after any trade discount offered.

m. Cash and cash equivalents

Cash and cash equivalents include cash and short term highly liquid investments with a maturity of three months or less from the date of acquisition or the opening of the deposit or similar account.

n. Creditors and provisions

Creditors and provisions are recognised where the Charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

o. Financial instruments

The charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value.

p. Taxation

The ECPR is a charity within the meaning of the Charities Act 2011 and as such is a charity for tax purposes in line with Paragraph 1 of Schedule 6 Finance Act 2010. Accordingly the ECPR is potentially exempt

from taxation in respect of income or capital gains received within categories covered by Part 11, Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992 to the extent that such income or gains are applied exclusively to its charitable purposes.

q. Pension costs

The charity operates a defined contribution plan for its employees. A defined contribution plan is a pension plan under which the Charity pays fixed contributions into a separate entity. Once the contributions have been paid, the Charity has no further payment obligations.

The contributions are recognised as an expense in the Statement of Financial Activities when they fall due. Amounts not paid are shown in accruals as a liability in the Balance Sheet. The assets of the plan are held separately from the Charity in independently administered funds.

r. Significant judgements and estimates

The more significant judgements and estimates involved in the preparation of the financial statements include assessing the depreciation rates applicable to tangible fixed assets and the way in which certain costs should be apportioned. Further details regarding these points are included within the accounting policies.

2. Income from charitable activities

	2019 £	2018 £
Publications (note 5)	438,624	438,729
Conference income	462,718	591,564
Other event income	27,903	20,302
Joint Sessions income	67,345	57,662
Methods School income	533,036	434,822
Total	1,529,626	1,543,079

Income from charitable activities can be further analysed as:

	2019 £	2018 £
Income from the sale of goods	–	32,974
Income from rendering of services	1,091,002	1,104,395
Income from royalties	438,624	405,710
Total	1,529,626	1,543,079

3. Subscription from Members

	2019 £	2018 £
Subscription from members	591,400	579,557

100% of the subscriptions from members – £473,120 (2018: £463,646) relates to the provision of services.

4. Investment income

	2019 £	2018 £
Income from fixed-asset investments	13,887	15,925
Bank interest receivable	1,485	569
Total	15,372	16,494

5. Publications income

	2019 £	2018 £
ECPR Press	34,080	38,157
European Journal of Political Research	285,440	307,758
European Political Science (journal)	52,593	32,016
Palgrave / Sage / OUP	675	628
European Political Science Review (journal)	35,093	38,487
Sage	16,163	21,683
Political Research Exchange (journal)	14,580	–
Total	438,624	438,729

6. Fundraising expenditure

	2019 £	2018 £
Activities for generating funds	21,187	20,353
Support costs allocated	17,333	13,917
Total	38,520	34,270

7. Expenditure on charitable activities

	Direct activities £	Direct wages £	Support costs £	2019 £	2018 £
Publications	91,331	22,361	93,009	206,701	251,610
Conference expenditure	126,574	104,587	189,107	420,268	533,187
Other event expenditure	791	0	647	1,438	721
Standing Groups & Research Networks	140,021	29,121	138,372	307,514	163,976
Methods School	373,416	110,502	395,884	879,802	733,217
Joint Sessions of Workshops	12,220	29,075	33,782	75,077	115,323
Total	744,353	295,646	850,801	1,890,800	1,798,034

8. Support costs

	2019 £	2018 £
Office costs	387,891	306,521
Staff salaries and wages (note 9)	480,243	437,580
Total	868,134	744,101

Total support costs are made up of the expenditure for generating funds in note 6 of £17,333 (2018: £13,917) and the expenditure on charitable activities in note 7 of £850,801 (2018: £730,184).

Basis of allocation

Support costs have been allocated against charitable activities in line with the percentage of other expenditure directly attributable to the activity as follows:

	Support cost per activity %	Support cost per activity £	Direct cost per activity £
Subscriptions – Allocated	2.00	17,333	–
Subscriptions – Direct costs	–	–	21,187
Publications – Allocated	10.71	93,009	–
Publications – Direct costs	–	–	113,692
Conferences – Allocated	21.78	189,107	–
Conferences – Direct costs	–	–	231,160
Other event expenditure – Allocated	0.08	647	–
Other event expenditure – Direct costs	–	–	791
Standing Groups & Research Networks – Allocated	15.94	138,372	–
Standing Groups & Research Networks – Direct costs	–	–	169,142
Methods School – Allocated	45.60	395,884	–
Methods School – Direct costs	–	–	483,919
Joint Sessions of Workshops – Allocated	3.89	33,782	–
Joint Sessions of Workshops – Direct costs	–	–	41,295
Total	100.00	868,134	1,061,186

Included within support costs is expenditure which relates to governance costs. This is broken down as follows:

	2019 £	2018 £
Executive Committee expenses, and Director remuneration	110,394	89,852
Audit fee (note 10)	13,675	14,150
Total	124,069	104,002

All members of the Executive Committee are reimbursed travelling and subsistence expenditure incurred in the course of their duties.

During the year reimbursed expenses amounted to £34,456 (2018: £35,232); this amount is included within governance costs. No emoluments have been paid to any member of the Executive Committee.

The Director and the Chair are contractually employed and paid by universities who are not related to the ECPR. ECPR reimbursed their respective employers at an agreed percentage of their employment costs, which totalled £75,938 for the year (2018: £63,364).

All costs of the Chair and 50% of the costs of the Director, including the Director's employment costs, are classed as governance costs.

9. Staff costs

	2019 £	2018 £
Wages and salaries	637,577	627,641
Social security costs	56,976	50,677
Pension costs – defined contribution	81,336	78,834
	775,889	757,152
Directly attributable wages (note 7)	295,646	319,572
Total wages cost to be included in support costs allocation (note 8)	480,243	437,580

The average number of employees during the year was made up as follows:

Management and administration of the Charity	20	20
----------------------------------------------	----	----

The charity considers its key management personnel to comprise the Executive Committee and the Director. The total employment benefits, including employer's pension contributions of the key management personnel, were £56,080 (2018: £29,641). No employees had employee benefits in excess of £60,000.

The Director is contractually employed and paid by a university as disclosed in note 8. ECPR pays a fee to the Director's university to reflect the time spent working on ECPR matters. This fee amounted to £75,938 (2018: £63,364).

10. Audit fee

	2019 £	2018 £
Auditors' remuneration in respect of audit services	13,300	12,900
Auditors' remuneration in respect of tax and other advisory services	375	1,250
Total	13,675	14,150

11. Tangible fixed assets

	Office and IT equipment £	Freehold land and buildings £	Total £
Cost			
At 1 October 2018	12,243	446,739	458,982
Additions	4,074	–	4,074
At 30 September 2019	16,317	446,739	463,056
Depreciation			
At 1 October 2018	2,167	26,718	28,885
Charge for year	4,464	13,321	17,785
At 30 September 2019	6,631	40,039	46,670
Net book value			
At 30 September 2019	9,686	406,700	416,386
At 1 October 2018	10,076	420,021	430,097

12. Investments

Assets held for charity use and to provide investment return	2019 £	2018 £
Banco Santander shares	1,135	1,228
Funds held with Vanguard Investment UK, Limited	954,333	880,893
Total	955,468	882,121

The movement in the year is as follows	2019 £	2018 £
Market value as at 1 October 2018	882,121	754,123
Additions	–	929,546
Disposals	–	-838,443
Gain on valuation	59,598	25,156
Dividend accumulated in fund	13,749	11,739
Market value as at 30 September 2019	955,468	882,121

The investments shown above comprise UK and overseas investments. Below are investment holdings by category:	2019 £	2018 £
Managed funds	955,468	882,121

The managed funds with Vanguard relate to two Vanguard LifeStrategy funds. The LifeStrategy 40% equity fund is made up of 40% equity and 60% bonds. The LifeStrategy 60% equity fund is made up of 60% equity and 40% bonds. The investments are split equally between the two managed funds.

13. Debtors

	2019 £	2018 £
Trade debtors (including subscriptions due)	276,261	290,034
Other debtors	96,514	97,771
Prepayments		
Conferences	15,519	26,416
Insurance	6,302	6,942
Rates	1,077	1,054
Total prepayments	22,898	34,412
Total debtors	395,673	422,217

14. Cash and cash equivalents

Cash and cash equivalents consist of the following items for the purpose of the statement of cash flows:

	2019 £	2018 £
Total cash and cash equivalents	1,854,995	1,752,614

15. Creditors

	2019 £	2018 £
Deferred income	674,703	691,182
Accruals	88,300	176,909
Trade creditors	80,226	47,041
Other taxation and Social Security	38,007	104,076
Credit card	6,779	–
Total	888,015	1,019,208

16. Deferred income

Amounts invoiced in advance represent income in respect of future events, subscription income from members where the subscription year starts on 1 October 2019 and publications income for the three-month period to 31 December 2019.

17. Financial instruments

	2019 £	2018 £
Financial assets		
Financial assets measured at amortised cost	372,775	387,805
Financial assets measured at fair value	955,468	882,121
Total	1,328,243	1,269,926
Financial liabilities		
Financial liabilities measured at amortised cost	155,226	211,050

Financial assets measured at amortised cost comprise trade debtors and other debtors.

Financial assets measured at fair value comprise listed investments.

Financial liabilities measured at amortised cost comprise accruals and trade creditors.

18. Related parties

The related parties of the ECPR are the members of the Executive Committee. The ECPR is controlled by its Executive Committee.

In relation to the Director, the Charity pays a fee to the Director's home university to cover the costs of his work while the Director is away from his home university.

In the year to 30 September 2019, the amount charged was £75,938 (2018: £63,364).

At the year end there is also an amount due to Martin Bull of £nil (2018: £10,879) which relates to honorarium payments that have not been drawn down and are payable on demand.

No other transactions were identified which should be disclosed under Financial Reporting Standard 102.

50 years

Happy birthday to ECPR!
2020 marks 50 years since
we were created. The aims
of ECPR's founders
were simple: 'to break
down barriers between
the national traditions of
the discipline, and create
a truly international
community of scholars...'

- Encouraging the training, research, and cross-national co-operation of political scientists

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The logo for the European Consortium for Political Research (ECPR) is located in the bottom right corner. It consists of the lowercase letters "ecpr" in a bold, black, sans-serif font, positioned within a white square background.