

Charity Registration No. 1114403

Company Registration No. 05695711 (England and Wales)

**INSTITUTE FOR VOLUNTARY ACTION RESEARCH
ANNUAL REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2019**

INSTITUTE FOR VOLUNTARY ACTION RESEARCH

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees	Jane Hatfield (Chair) Richard Hopgood (Vice Chair) Timothy Jones (Treasurer) John Hailey Nicola Steuer Sam Brier Rosa Powloski Nathalie McDermott	(Appointed 27 February 2019) (Resigned 8 November 2018)
Company secretary	Ben Cairns	
Chief Executive	Ben Cairns	
Charity number	1114403	
Company number	05695711	
Registered office	The Old School Exton Street London SE1 8UE	
Auditor	Begbies 9 Bonhill Street London EC2A 4DJ	
Bankers	CAF Bank 25 Kings Hill Avenue Kent ME19 4JQ	
Solicitors	Bates Wells Braithwaite 10 Queen Street Place London EC4R 1BE	

INSTITUTE FOR VOLUNTARY ACTION RESEARCH

CONTENTS

	Page
Trustees' report	1 - 9
Statement of trustees' responsibilities	10
Independent auditor's report	11 - 13
Statement of financial activities	14 - 15
Balance sheet	16
Statement of cash flows	17
Notes to the financial statements	18 - 33

INSTITUTE FOR VOLUNTARY ACTION RESEARCH

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT)

FOR THE YEAR ENDED 31 MARCH 2019

The trustees present their report and financial statements for the year ended 31 March 2019.

The accounts have been prepared in accordance with the accounting policies set out in note 1 to the accounts and comply with the charity's memorandum and articles of association the Companies Act 2006 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)" (as amended for accounting periods commencing from 1 January 2016)

Objectives and activities

The Institute for Voluntary Action Research (IVAR) is an independent, charitable research institute. IVAR's charitable objects are to *'support the development and sustainability of charities and other voluntary, community, social enterprise and not-for-profit (VCSE) organisations through research, education and training'*.

Our main interest is voluntary action – activities, services, community development or campaigns that aim to improve the quality of life and opportunity of disadvantaged individuals, groups and communities. We work collaboratively; we concentrate on problem-solving; and we want our work to be relevant and practically useful to the voluntary and community sector, as well as funders, policy-makers and other sectors.

Our research approach – collaborative, problem-solving and practically useful – is made possible by our team of staff, trustees and experienced freelance research associates all of whom have worked in and around the voluntary and community sector as volunteers, paid staff, leaders, trustees, teachers and researchers. Our team understands and cares about the distinctiveness and independence of VCSE organisations.

Our work starts in different ways: a funder calls us to discuss a problem; we develop a project in response to needs we hear about from VCSE organisations; we receive commissions; and, occasionally, we submit tenders. We operate at a national, regional and local level; most of our work is funded by charitable trusts and foundations.

Throughout our work – literature reviews, interviews, benchmarking, surveys, focus groups, workshops, training – three things never change about what we offer:

1. Our work begins with a problem or challenge; this becomes our 'research question'. As part of trying to answer that question, we draw on earlier work – our own and others' – that can shed light and provide pointers to solutions.
2. We act as a critical friend, providing space for reflection and debate to help people find their own responses to the challenges they face.
3. We draw on findings from our work to deliver public benefit (in line with Charity Commission guidance), through actively communicating and sharing lessons and evidence to change practice, inform policy, develop theory and promote understanding of the voluntary and community sector.

Through working in this way, we aim to:

- Strengthen the ability of VCSE organisations to adapt and change while staying true to their missions.
- Facilitate a shift to a more balanced power dynamic between funders and VCSE organisations, contributing to grantees feeling better and more appropriately supported by funders.

INSTITUTE FOR VOLUNTARY ACTION RESEARCH

TRUSTEES' REPORT (CONTINUED)(INCLUDING DIRECTORS' REPORT) FOR THE YEAR ENDED 31 MARCH 2019

Priorities

IVAR is currently committed to two high level goals:

1. **To preserve the quality, integrity, relevance and independence of IVAR's offer** and to use the freedom of that independence to act as a 'critical friend'.
2. **To increase IVAR's reach and influence as an independent commentator and resource, sharing and promoting research findings and their implications for practice, funding and policy** around key matters of concern to VCSE organisations as well as independent and public funders by using multiple media and networks to disseminate and promote research findings and their implications for practice, funding and policy.

Based on current and planned work, it is likely that the Board will retain these goals for the period up to 2020, on the understanding that more specific and defined objectives will be agreed annually.

PRIORITIES FOR 2018/19

These included:

Priority 1: Extending reach so that more people can benefit from/feed into our work

Our key constituency is small to medium VCSE organisations and our key audiences for direct work, as well as education events, publications and other communications activities are:

- Paid staff and trustees (or equivalent) of smaller, local social welfare VCSE organisations that are tackling poverty, injustice, inequality, etc.
- Senior staff and, where possible, trustees of trusts and foundations
- Senior decision-makers, practitioners and funders in public agencies
- Local, regional and national VCSE membership bodies
- Policy-makers and opinion formers with influence over VCSE organisations.

Our focus is on primary research on the challenges and opportunities faced by those organisations, through:

- Commissioned projects
- Work initiated via IVAR's own Research Development Fund
- Building an open and accessible online resource for action research and best practice.

In January 2018, we launched a new area of our website (<https://www.ivar.org.uk/get-support/voluntary-and-community-organisations/>) specifically to act as an area where small and medium-sized VCSE organisations can find useful and usable insights quickly. During 2018-19, there were over 2,600 visits to this microsite. We have also developed our network of partners for disseminating our work.

Looking ahead, our priority for developing communications and connections is to initiate projects that generate useful insights for VCSE organisations (for example, current projects on technology and advocacy) and ensure our key messages and research findings reach them in the easiest and most digestible form. By equipping these organisations with useful, usable research, we can bring to life our mission of supporting the development and sustainability of the UK voluntary sector, as well as informing and influencing funders about how best to achieve social outcomes.

INSTITUTE FOR VOLUNTARY ACTION RESEARCH

TRUSTEES' REPORT (CONTINUED)(INCLUDING DIRECTORS' REPORT)

FOR THE YEAR ENDED 31 MARCH 2019

Priority 2: Continuing to support progressive and responsive practice within the foundation sector.

We have continued to work closely with, and through foundations, to help support the development of grant-making practices and behaviours that work well for small and medium-sized VCSE organisations.

We have continued the development of the UK Evaluation Roundtable as a learning network and a powerful vehicle for practice development. Further information on this is detailed later.

Achievements include the publication and promotion of key findings about grant-making – based on work with, for and about foundations – including: core funding; funding plus; place-based working; grant reporting and progressive funding practices.

Priority 3: Enhancing opportunities for local organisations and their users to influence health and social care

Through Building Health Partnerships (BHP), we have reached and engaged directly with commissioners and senior statutory decision-makers in more than 20 areas of England, providing opportunities for meaningful dialogue with smaller VCSEs and patients, and working together to build shared approaches to the transformation of local health and care systems. This has included work to explore ways to utilise and test community asset-based and social prescribing approaches to address key costly health problems; to develop a wider understanding and respect for carers' knowledge and experience through a common approach to organisational development; and to review the clinical pathway for respiratory conditions to secure investment for earlier diagnosis and treatment.

We worked towards the launch of a support offer (<https://www.ivar.org.uk/transforming-together/>) (live in April 2019) to 'share and scale' learning from the programme, equipping leaders from the health, care and voluntary sectors to build relationships that transform our healthcare system. The support page had over 2,000 views in its first month, and we have had significant demand for all elements of the support offer (coaching, workshops, webinars and bespoke support).

We secured funding from NHS England and, latterly, Big Lottery Fund, to extend BHP (in partnership with Social Enterprise UK) through to 2020, with two new partners to support reach into the health service and voluntary sector (King's Fund and NCVO), as well as further develop the active involvement of people with lived experience. By the end of 2020, BHP support for facilitating and strengthening meaningful and productive cross-sector partnership working in health and care will have achieved coverage across the whole of England.

Clients and Partners

Research clients and partners included: ACRE, Atlantic Philanthropies, Baring Foundation, Barrow Cadbury Trust, BBC Children in Need, Big Lottery Fund, Blagrave Trust, Bernard van Leer Foundation, Centre for Accelerated Social Technology (CAST), CCLA, City Bridge Trust, Comic Relief, Commonweal Housing, Corra Foundation, Cripplegate Foundation, Esmée Fairbairn Foundation, The Henry Smith Charity, John Lyon's Charity, Joseph Rowntree Charitable Trust, Joseph Rowntree Foundation, The King's Fund, Lankelly Chase Foundation, Lloyds Bank Foundation for England and Wales, Local Trust, Oak Foundation, Paul Hamlyn Foundation, Pears Foundation, Power to Change, Premier League Charitable Foundation, The Queen Elizabeth Diamond Jubilee Trust, Robertson Trust, Saxton Bampfylde, Sheffield Hallam University, Social Enterprise UK, St John Ambulance, Sussex Community Foundation, Trust for London, The Tudor Trust, Virgin Money PLC, Wates FE Trust, Wates Foundation, Wellcome Trust and Youth Music.

INSTITUTE FOR VOLUNTARY ACTION RESEARCH

TRUSTEES' REPORT (CONTINUED)(INCLUDING DIRECTORS' REPORT)

FOR THE YEAR ENDED 31 MARCH 2019

ACHIEVEMENTS AND PERFORMANCE

Progress

Our two high level goals were translated into three distinct outcomes, progress towards which is set out below.

First key outcome: Extending reach so that more people can benefit from/feed into our work.

1. Achievements

Key achievements include:

- Continuing to develop and build our communications function, architecture and culture: This has enabled us to integrate communications across our activity. The exponential growth in website traffic and report downloads indicates that we are beginning to extend our online profile and reach. However, while just under 1,000 contacts on our newsletter list identify as VCSE organisations, there is scope to increase this significantly over the next period. Based on the number of people opening it and clicking on links, there has been continuous engagement with IVAR's quarterly newsletter and we are well above the average for our sector. We are easier to find online, with 125% more people finding our website through Google searches in 2018 compared with 2015. Our Twitter followers have more than doubled, and our newsletter list has grown by over 400.
- Developing and consolidating our approach to dissemination via a network of partners: In 2018, 25 funders and membership organisations, including Association of Charitable Foundations (ACF), Small Charities Coalition and ACRE, shared our content through social media and newsletters. Our partner network includes: 35 foundations responsible for over £1,500m annual spending on social change; nine national infrastructure bodies that actively share our research, with a combined membership of over 11,000 organisations; 16 'local hubs' (funders, charities and infrastructure bodies). During 2019/20, we expect to engage with around 300 independent grant-makers across the UK.
- Using a range of communications methods to ensure our findings speak to and are accessible by a range of audiences, including:
 - Every report we publish is now accompanied by a webpage with quick insights, and people are spending longer on our site.
 - A series of blogs.
 - YouTube: We have developed a series of films to share insights about and from our work.
- A research portfolio that prioritises our core constituency, including major projects on:
 - Helping to make technology imaginable and usable for small voluntary organisations: An exploratory study to see how technology can help services in small social welfare voluntary organisations be relevant, accessible and efficient. <https://www.ivar.org.uk/our-research/imaginable-usable-tech/>
 - Shaping, changing and challenging practice: small charities and advocacy: Building on existing research to hone in on and take an in-depth look at the positive experiences of a group of small VCSEs. It describes their approaches to advocacy work; explores any challenges they have faced in carrying out this work and how these have been overcome; and highlights some of the different ways in which they are shaping, changing and challenging practice in order to produce useful, usable and, we hope, inspiring insights.
- Consolidating a new internal process to embed communications opportunities at every stage of the research process – supported by our new integrated senior leadership structure.

2. Challenges and priorities

Achieving real breadth of access and coverage continues to be a challenge, particularly in relation to our reach into smaller organisations. Although our online analytics portray a picture of growth in terms of visits and followers, we recognise that still more needs to be done in this area and we want to develop more diverse routes to reach these smaller organisations.

INSTITUTE FOR VOLUNTARY ACTION RESEARCH

TRUSTEES' REPORT (CONTINUED)(INCLUDING DIRECTORS' REPORT)

FOR THE YEAR ENDED 31 MARCH 2019

Second key outcome: To enhance IVAR's role as an independent commentator, opinion former and critical friend

1. Achievements

Key achievements include:

- As noted earlier, publication and promotion of key findings about grant-making – based on work with, for and about foundations – where we have begun to adopt a more assertive tone.
- Our work on aligned reporting and responsible grant making during 2018/19:
 - Aligned reporting: We convened a group of funders and funded organisations to explore opportunities for aligning grant reporting, and jointly published a set of principles for feedback as we continue to test and develop them.
 - Duty to Care? How to ensure grant-making helps and doesn't hinder: This study looked at examples of foundation practice from applications through to reporting, and proposed actions and questions that other funders might consider to better meet the needs of small to medium VCSEs. We took this research on tour, challenging funder practice at gatherings across the UK including Northern Ireland Trusts Group, UK Community Foundations, Yorkshire Grant Makers, London Funders and the Scottish Funder Forum (at the SCVO Gathering, with Corra Foundation).
 - We have consolidated, extended and diversified our networks with a range of institutions; these relationships are held across the IVAR team to support our organisational development processes.
 - We have continued to secure direct commissions from foundations interested in improving their own practices in response to the needs and circumstances of grantees.
 - The Evaluation Roundtable (ERT), established in 2014, is a network of foundation leaders in the UK, the US and Canada. The Roundtable aims to improve evaluative practice in foundations by infusing it with cutting-edge ideas and by providing foundation staff with an opportunity to refine and deepen their thinking and practice, so that they might become 'champions' of learning within their sector. It is a public resource for information on what other foundations are doing on evaluation, as well as for ideas about where and how foundations might develop their practice. We have enhanced the profile and membership of the Roundtable network and the third convening took place in January 2019 with 55 participants from 36 foundations.
<https://www.ivar.org.uk/get-support/the-evaluation-roundtable/>

2. Challenges and priorities

Finding a tone and register that is, on the one hand, in keeping with IVAR's roots and values and, on the other, clear and compelling enough to attract attention and achieve influence remains a challenge. We continue to approach the question of voice with great care while, at the same time, recognising that we do have certain assets (e.g. research findings that are grounded in real-life experiences; a solid reputation; and a privileged position) that allow us to speak with authority and integrity.

Priorities over the next 12 months include:

- Further developing our commitment to using our platform and our voice.
- Connecting people and ideas.
- Using a strategic approach to voice.

INSTITUTE FOR VOLUNTARY ACTION RESEARCH

TRUSTEES' REPORT (CONTINUED)(INCLUDING DIRECTORS' REPORT) FOR THE YEAR ENDED 31 MARCH 2019

Third key outcome: To preserve the quality, integrity, relevance and independence of IVAR's offer

1. Achievements

Key achievements include:

- Becoming more proactive about developing projects ourselves and securing partnership funding for studies on topical themes: working with CAST on the project focused on small organisations and technology; the research exploring the role of small charities in shaping and changing local or national policy and practice; and the study exploring how independent funders think about and manage risk in grant-making. IVAR's Research Development Fund ensures we are able to respond to live issues that are relevant to our primary audiences and enables us to drive research design, presentation and dissemination. Through these collaborative projects, we are able to apply the core principles of action research in ways that deliver real benefit to research participants (e.g. by providing space for careful reflection and problem-solving), as well as generating useful and usable findings that have already been tested with target audiences.
- Linked to this, we have been able to introduce opportunities through these projects for dialogue between funded organisations and funders, at the design, analysis and communication stages of the work. This innovation in our practice confers greater credibility on both the process and the outcomes of our research, as well as helping to build the capacity of participants and their organisations.
- Updating our research processes, including a new Research Practice Guide in May 2018 and Code of Practice to reflect new requirements under the 2018 Data Protection Act.

2. Challenges and priorities

We remain confident about our ability to act independently – this has been enhanced by the shift towards a model of partnership funding (see above) as well as enabled by continuing to secure commissioned work on the back of our reputation and profile. This allows us to be selective about tendered work, where our independence (e.g. in relation to research methods and communications) may be compromised.

We continue to place a high premium on quality, with an ongoing commitment to preserving the integrity of our offer through developing the roles of project supervisors and IVAR associates, who provide an essential advisory function across all of our work.

The key challenge for this outcome relates to the relevance of IVAR's offer.

INSTITUTE FOR VOLUNTARY ACTION RESEARCH

TRUSTEES' REPORT (CONTINUED)(INCLUDING DIRECTORS' REPORT) FOR THE YEAR ENDED 31 MARCH 2019

FINANCIAL REVIEW

The results of the year's activity are set out in the attached financial statements. The income less total expenses of the Charity produced a net surplus for the year of £530 (2018: £4,525). Total reserves at the year-end increased to £130,567 (2018: £130,037). The charity operates from rented premises and accordingly the total of reserves held in the form of fixed assets at the year-end stood at £6,609 (2018: £4,337).

The Charity generates income from grants, and to a lesser and minor extent fees, charged for research and education projects and consultancy work respectively. The Charity is supported by key core funders who provide annual grants to support core expenditure as detailed in note 3 to the accounts.

Work began in January 2019 on future core funding (from 2021/21 onwards), and, in summary, the four areas that we intend to prioritise (and which have also been mentioned earlier) are:

- Developing as an organisation to be the best IVAR that we can be with the culture, skills and resources to be responsive, relevant and useful
- Committing to using our platform and our voice
- Providing space to think and connect
- Reaching more small funders and charities through our networks.

Specific priorities will be worked on in due course.

Individual projects are funded by grants as disclosed in note 4 to the accounts, and may be undertaken by charity employees or external researchers. Projects are usually relatively small in terms of the funding received. However, approximately 25% (2018: approximately 40%) of this year's performance related grant total was covered by one particular multi-year project for Atlantic Philanthropies.

The work undertaken by the Charity does not always coincide with the accounting year and accordingly income relating to projects that are part completed at the balance sheet date is deferred to the following year to match with the work required to complete the project, as detailed in note 12 to the accounts.

Reserves policy

The Board of Trustees maintains a reserves policy to protect the organisation and the sustainability and independence of its charitable programme by providing time to adjust to changing financial circumstances. This limits the risk of disruption to the programme in the event of a downturn in some of IVAR's various sources of income, or an unexpected need for additional expenditure. The policy also provides parameters for future strategic plans, and contributes towards decision-making.

IVAR's reserves policy establishes a target range of core reserves between four and six months' budgeted core expenditure for the level of general reserves. This is based on a risk assessment of the probability and likely impact on IVAR's charitable programme that might be caused by a decline in income, an inability to meet financial obligations, or an inability to reduce expenditure in the immediate short-term. The policy ensures a balance between spending the maximum amount of income raised as soon as possible after receipt, while maintaining a level of reserves to ensure uninterrupted operation. The core reserves policy and the target range are reviewed annually to reassess the risks and reflect changes in IVAR's income, financial obligations and expenditure.

This policy would equate to a target for 'free' reserves – unrestricted reserves not matched by fixed assets or other designations – of between approximately £201,000 and £302,000 at 31 March 2019. (2018: approximately £199,000 and £298,000), while the 'free' reserves held at that date were £123,959 (2018: £125,700).

Alongside the establishment of core reserves, the Board of Trustees is also committed to reinvesting surplus funds into the active pursuit of its charitable objectives and organisational mission. To this end, the reserves policy also allows funds to be set aside for the Research Development Fund, to provide a small working fund to support activities that may require specific investment (e.g. work with smaller, less well-resourced organisations; supplementary work to disseminate research findings; exploratory work in new areas).

INSTITUTE FOR VOLUNTARY ACTION RESEARCH

TRUSTEES' REPORT (CONTINUED)(INCLUDING DIRECTORS' REPORT) FOR THE YEAR ENDED 31 MARCH 2019

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing Document

The Institute for Voluntary Action Research (IVAR) is a charitable company limited by guarantee, and was formally registered on 2nd February 2006 and as a charity on 30th May 2006. IVAR is governed by its Memorandum and Articles of Association as amended by a special resolution on 3rd February 2011. In the event of winding up, members' liabilities are limited to £1 each.

The Trustees are responsible for the management of the Charity, which they delegate to the Chief Executive on a day-to-day basis. IVAR's Board of Trustees comprises eight senior practitioners, scholars and funders from the VCSE sector, universities and business. The board meets four times a year or more often if required. It currently has two sub-committees: Finance and Remuneration Committee and a Personnel and Recruitment Committee. Ben Cairns has served as Chief Executive of the Charity since his appointment on 1st July 2006.

Risks

The Trustees confirm that the major risks to which the Charity is exposed have been reviewed, and systems and procedures have been established to manage those risks.

A risk register is maintained and reviewed regularly, including action points to address any significant concerns.

The principal current risks being addressed through the Charity's strategic priorities and outcomes are staff having the necessary skills and being able to develop them, capacity for the Director to develop the Charity, monitoring the use of freelance associates against the size of the staff team, improving the diversity of the Board and maintaining the network of contacts and relationships, ensuring that these are held organisation wide, rather than just by the Director.

Appointments to the Board

Trustees are recruited via informal networks of the Board, the Director and the VCSE organisations and charitable trusts and foundations with whom we work. Appointments are made with regard to the skills and experience that the Board believes are needed to provide a good balance for governance purposes. Where necessary, we use more targeted recruitment searches.

Trustees are inducted by the Board Chair, and are provided with a copy of the Charity Commission guidance, *The essential trustee: what you need to know, what you need to do*. New trustees also receive minutes of recent Board meetings, recent IVAR reports, meet IVAR staff and, where appropriate, attend events organised by IVAR.

Arrangements for setting the pay and remuneration of key management personnel

The Board has a Finance and Remuneration Committee, which reviews the pay of key management personnel on an annual basis. Where appropriate, the Committee will establish benchmarks on the basis of available data from partner or related charities.

Fundraising

IVAR fully complies with The Charities (Protection and Social Investment) Act 2016. We do not fundraise from the general public, nor do we employ fundraisers or use fundraising agents.

Data Protection Act (2018)/General Data Protection Regulation (GDPR)

The 2018 Data Protection Act became law on 25 May 2018 and included enactment of the General Data Protection Regulation (GDPR).

IVAR's Office Manager is the Data Protection Lead and prior to May 2018, staff were trained, privacy and other policies were created or revamped and changes made to research practice to incorporate any new responsibilities under the Act.

Policies are reviewed on an annual basis.

INSTITUTE FOR VOLUNTARY ACTION RESEARCH

TRUSTEES' REPORT (CONTINUED)(INCLUDING DIRECTORS' REPORT)

FOR THE YEAR ENDED 31 MARCH 2019

PUBLIC BENEFIT STATEMENT

The Trustees confirm that they have complied with their duty to have due regard to the guidance on public benefit published by the Charity Commission in exercising their powers and duties. The public benefit of the Charity's activities in supporting VCSE organisations is outlined under 'Objectives and Activities' and 'Achievements and Performance' above.

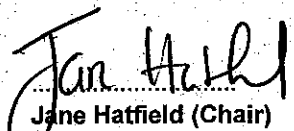
Auditor

In accordance with the company's articles, a resolution proposing that Begbies be reappointed as auditor of the company will be put at a General Meeting.

Disclosure of information to auditor

Each of the trustees has confirmed that there is no information of which they are aware which is relevant to the audit, but of which the auditor is unaware. They have further confirmed that they have taken appropriate steps to identify such relevant information and to establish that the auditor is aware of such information.

The trustees' report was approved by the Board of Trustees.


Jane Hatfield (Chair)
Trustee
Dated: 13/11/19

INSTITUTE FOR VOLUNTARY ACTION RESEARCH

STATEMENT OF TRUSTEES' RESPONSIBILITIES

FOR THE YEAR ENDED 31 MARCH 2019

The trustees, who are also the directors of Institute For Voluntary Action Research for the purpose of company law, are responsible for preparing the Trustees' Report and the accounts in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company Law requires the trustees to prepare accounts for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that year.

In preparing these accounts, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the accounts; and
- prepare the accounts on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The trustees are responsible for keeping adequate accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the accounts comply with the Companies Act 2006. They are 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.

INSTITUTE FOR VOLUNTARY ACTION RESEARCH

INDEPENDENT AUDITOR'S REPORT

TO THE MEMBERS OF INSTITUTE FOR VOLUNTARY ACTION RESEARCH

Opinion

We have audited the financial statements of Institute For Voluntary Action Research (the 'charity') for the year ended 31 March 2019 which comprise the statement of financial activities, the balance sheet, the statement of cash flows and the 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 charitable company's affairs as at 31 March 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 Companies Act 2006.

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 charity in accordance with the ethical requirements that are 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 trustees' use of the going concern basis of accounting in the preparation of the financial statements is not appropriate; or
- the trustees has not disclosed in the financial statements any identified material uncertainties that may cast significant doubt about the charity's ability to continue to adopt the going concern basis of accounting for a period of at least twelve months from the date when the financial statements are authorised for issue.

Other information

The trustees is 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, 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.

INSTITUTE FOR VOLUNTARY ACTION RESEARCH

INDEPENDENT AUDITOR'S REPORT (CONTINUED)

TO THE MEMBERS OF INSTITUTE FOR VOLUNTARY ACTION RESEARCH

Opinions on other matters prescribed by the Companies Act 2006

In our opinion, based on the work undertaken in the course of our audit:

- the information given in the trustees' Report, which includes the directors' report prepared for the purposes of company law, for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the directors' report included within the trustees' report has been prepared in accordance with applicable legal requirements.

Matters on which we are required to report by exception

In the light of the knowledge and understanding of the charity and its environment obtained in the course of the audit, we have not identified material misstatements in the directors' report included within the trustees' report.

We have nothing to report in respect of the following matters in relation to which the Companies Act 2006 requires us to report to you if, in our opinion:

- adequate accounting records have not been kept, or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of trustees' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit; or
- the trustees were not entitled to prepare the financial statements in accordance with the small companies regime and take advantage of the small companies' exemptions in preparing the trustees' report and from the requirement to prepare a strategic report.

Responsibilities of trustees

As explained more fully in the statement of trustees' responsibilities, the trustees, who are also the directors of the charity for the purpose of company law, is 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 is 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 charitable company or to cease operations, or have no realistic alternative but to do so.

Auditor's responsibilities for the audit of the 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: <http://www.frc.org.uk/auditorsresponsibilities>. This description forms part of our auditor's report.


INSTITUTE FOR VOLUNTARY ACTION RESEARCH

INDEPENDENT AUDITOR'S REPORT (CONTINUED)

TO THE MEMBERS OF INSTITUTE FOR VOLUNTARY ACTION RESEARCH

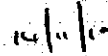
Use of our report

This report is made solely to the charitable company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charitable company's members those matters we are required to state to them in an auditors' 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 charitable company and the charitable company's members as a body, for our audit work, for this report, or for the opinions we have formed.



Katherine Dee FCA (Senior Statutory Auditor)
for and on behalf of Begbies

Chartered Accountants
Statutory Auditor


.....

9 Bonhill Street
London
EC2A 4DJ

INSTITUTE FOR VOLUNTARY ACTION RESEARCH

STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31 MARCH 2019

Current financial year					
		Unrestricted funds 2019 £	Restricted funds 2019 £	Total 2019 £	Total 2018 £
	Notes				
<u>Income from:</u>					
Core grants	3	175,000	-	175,000	213,000
Charitable activities	4	273,819	410,170	683,989	599,110
Total income		448,819	410,170	858,989	812,110
<u>Expenditure on:</u>					
Raising funds	5	15,219	-	15,219	10,587
Charitable activities	6	433,070	410,170	843,240	796,998
Total resources expended		448,289	410,170	858,459	807,585
Net income for the year/ Net movement in funds		530	-	530	4,525
Fund balances at 1 April 2018		130,037	-	130,037	125,512
Fund balances at 31 March 2019		130,567	-	130,567	130,037

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

All income and expenditure derive from continuing activities.

The statement of financial activities also complies with the requirements for an income and expenditure account under the Companies Act 2006.

INSTITUTE FOR VOLUNTARY ACTION RESEARCH

STATEMENT OF FINANCIAL ACTIVITIES (CONTINUED) INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 MARCH 2019

Prior financial year

	Notes	Unrestricted funds 2018 £	Restricted funds 2018 £	Total 2018 £
<u>Income from:</u>				
Core grants	3	213,000	-	213,000
Charitable activities	4	354,763	244,347	599,110
Total income		567,763	244,347	812,110
<u>Expenditure on:</u>				
Raising funds	5	10,587	-	10,587
Charitable activities	6	552,651	244,347	796,998
Total resources expended		563,238	244,347	807,585
Net income for the year/ Net movement in funds		4,525	-	4,525
Fund balances at 1 April 2017		125,512	-	125,512
Fund balances at 31 March 2018		130,037	-	130,037

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

All income and expenditure derive from continuing activities.

The statement of financial activities also complies with the requirements for an income and expenditure account under the Companies Act 2006.

INSTITUTE FOR VOLUNTARY ACTION RESEARCH

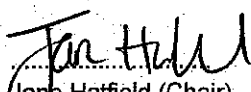
BALANCE SHEET

AS AT 31 MARCH 2019

	Notes	2019 £	£	2018 £	£
Fixed assets					
Tangible assets	9		6,609		4,337
Current assets					
Debtors	10	29,904		105,154	
Cash at bank and in hand		515,669		263,455	
		545,573		368,609	
Creditors: amounts falling due within one year	11	(421,615)		(242,909)	
Net current assets			123,958		125,700
Total assets less current liabilities			130,567		130,037
Income funds					
<u>Unrestricted funds</u>					
Designated funds	15	6,608		4,337	
General unrestricted funds		123,959		125,700	
			130,567		130,037
			130,567		130,037

These financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies regime.

The accounts were approved by the Trustees on 13/11/19


Jane Hatfield (Chair)
Trustee

Company Registration No. 05695711

INSTITUTE FOR VOLUNTARY ACTION RESEARCH

STATEMENT OF CASH FLOWS

FOR THE YEAR ENDED 31 MARCH 2019

	Notes	2019 £	£	2018 £	£
Cash flows from operating activities					
Cash generated from operations	20		257,413		124,263
Investing activities					
Purchase of tangible fixed assets		(5,199)		(5,099)	
Net cash used in investing activities			(5,199)		(5,099)
Net increase in cash and cash equivalents			252,214		119,164
Cash and cash equivalents at beginning of year			263,455		144,291
Cash and cash equivalents at end of year			<u>515,669</u>		<u>263,455</u>
Relating to:					
Bank balances and short term deposits			<u>515,669</u>		<u>263,455</u>

INSTITUTE FOR VOLUNTARY ACTION RESEARCH

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2019

1 Accounting policies

Charity information

Institute For Voluntary Action Research is a private company limited by guarantee incorporated in England and Wales. The registered office is The Old School, Exton Street, London, SE1 8UE.

1.1 Accounting convention

The accounts have been prepared in accordance with the charity's memorandum and articles of association, the Companies Act 2006 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)" (as amended for accounting periods commencing from 1 January 2016). The charity is a Public Benefit Entity as defined by FRS 102.

The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention. The principal accounting policies adopted are set out below.

1.2 Going concern

At the time of approving the financial statements, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus the trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the trustees in furtherance of their charitable objectives unless the funds have been designated for other purposes.

Restricted funds are subject to specific conditions by donors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the financial statements.

1.4 Incoming resources

Income is recognised when the charity is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

Grants are recognised in line with the charities entitlement to the grant. Grants which are received for specific time periods are allocated to those time periods. And any sums to which the charity is not yet entitled, but have already received are deferred and not recognised in the year.

Income relating to commissioned projects is recognised in line with the performance of that project. Where income is received in advance of work having been performed the income is deferred.

INSTITUTE FOR VOLUNTARY ACTION RESEARCH

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2019

1 Accounting policies

(Continued)

1.5 Resources expended

All expenditure is accounted for on an accruals basis.

Expenses incurred in undertaking activities for the fulfilment of the charity's objects are shown as direct charitable expenditure. The charity operates one type of charitable activity - charitable research projects.

Fundraising costs are the costs of application and reporting on the charity's income.

Support and governance costs, which cannot be directly attributed to particular activities, have been apportioned proportionately to estimated overheads used and allocated to charitable activities and fundraising cost.

The charity is not registered for VAT and expenditure categories include their irrecoverable VAT elements.

1.6 Tangible fixed assets

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Leasehold improvements	4 years
Furniture & equipment	50% straight line

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in net income/(expenditure) for the year.

1.7 Impairment of fixed assets

At each reporting end date, the charity reviews the carrying amounts of its tangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any).

1.8 Cash and cash equivalents

Cash and cash equivalents include cash in hand and deposits held at call with banks.

1.9 Financial instruments

The charity has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the charity's balance sheet when the charity becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

Basic financial assets

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method. Financial assets classified as receivable within one year are not amortised.

INSTITUTE FOR VOLUNTARY ACTION RESEARCH

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2019

1 Accounting policies

(Continued)

Basic financial liabilities

Basic financial liabilities, including creditors are initially recognised at transaction price. Financial liabilities classified as payable within one year are not amortised.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less.

Derecognition of financial liabilities

Financial liabilities are derecognised when the charity's contractual obligations expire or are discharged or cancelled.

1.10 Employee benefits

Where material the cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

1.11 Retirement benefits

Payments to defined contribution retirement benefit schemes are charged as an expense as they fall due.

2 Critical accounting estimates and judgements

In the application of the charity's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

The key area of estimation in the current and previous year is the deferral of project income where income is received in advance of the work performed. The deferral is calculated with reference to the estimated percentage of the project performed at the balance sheet date with reference to key project stages and deliverables.

3 Core grants

	Unrestricted funds	Unrestricted funds
	2019	2018
	£	£
Donations and gifts	175,000	213,000

INSTITUTE FOR VOLUNTARY ACTION RESEARCH

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2019

3 Core grants

(Continued)

Donations and gifts

Esmee Fairbairn Foundation	65,000	65,000
Lankelly Chase Foundation	-	43,000
Porticus	30,000	25,000
Tudor Trust	55,000	55,000
Pears Foundation	25,000	25,000
	<u>175,000</u>	<u>213,000</u>

Grants received in both the current and comparative period are unrestricted income.

4 Charitable activities

	2019 £	2018 £
Consultancy	1,150	9,142
Grant project funders	682,839	589,968
	<u>683,989</u>	<u>599,110</u>
Analysis by fund		
Unrestricted funds	273,819	354,763
Restricted funds	410,170	244,347
	<u>683,989</u>	<u>599,110</u>

INSTITUTE FOR VOLUNTARY ACTION RESEARCH

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2019

4 Charitable activities	(Continued)	
	2019 £	2018 £
Grant project funders above £5,000- funding received		
Atlantic Philanthropies	171,090	227,417
Baring Foundation	6,000	-
Barrow Cadbury Trust	7,500	-
BBC Children in Need	2,500	11,599
Bernard Van Leer Foundation	5,000	-
Big Lottery fund	121,441	-
Blagrove Trust	12,500	-
Building Change Trust	-	5,050
Comic Relief	10,250	5,000
Commonweal Housing	4,500	8,500
Detention Action	-	5,000
Esmée Fairbairn Foundation	28,050	-
First Give	-	8,800
Joseph Rowntree Charitable Trust	8,000	-
Lloyds Banking Group Foundation	72,491	12,500
Local Trust	20,609	33,158
London Funders	-	31,500
National Youth Social Action Fund	-	10,000
Oak Foundation	25,024	31,108
Paul Hamlyn Foundation	25,250	-
Pears Foundation	31,075	19,375
Porticus	10,000	-
Power to Change	-	36,536
Premier League Charity Fund	34,000	16,000
QE Jubilee Trust	14,000	-
Saxon Bamfylde	5,000	-
Sheffield Hallam University	24,228	20,265
Social Enterprise UK	10,750	121,995
St John Ambulance	24,963	-
The Acre Network	5,875	-
The Tudor Trust	10,250	-
Trust for London	21,950	5,000
Virgin Money PLC	10,750	12,000
Wates FE Trust	4,000	12,460
Wellcome Trust	14,977	-
Grant project funders below £5,000	9,600	13,083
Less net movements on deferred and income due	(73,785)	(56,378)
	<u>682,839</u>	<u>589,968</u>

Where projects are undertaken jointly, funds received on behalf of third party charities are not included in the above totals. Funds received for third parties include £30,059 received as part of the BHP Self Care project and £7,000 as part of the Small Communities Tech Study.

INSTITUTE FOR VOLUNTARY ACTION RESEARCH

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2019

5 Raising funds

	2019	2018
	£	£
Fundraising and publicity		
Other fundraising costs	1,257	-
Staff costs	9,652	8,948
Support costs	4,161	1,591
	<u>13,813</u>	<u>10,539</u>
Fundraising and publicity		
Governance costs	149	48
	<u>15,219</u>	<u>10,587</u>

6 Charitable activities

	2019	2018
	£	£
Staff costs	362,011	317,022
Research associate fees	198,293	195,841
Academic advice and consultancy	65	1,941
Other direct costs including publications and conferences	121,229	120,020
	<u>681,598</u>	<u>634,824</u>
Share of support costs (see note 7)	156,060	157,460
Share of governance costs (see note 7)	5,582	4,714
	<u>843,240</u>	<u>796,998</u>
Analysis by fund		
Unrestricted funds	433,070	
Restricted funds	410,170	
	<u>843,240</u>	

For the year ended 31 March 2018

Unrestricted funds	552,651
Restricted funds	244,347
	<u>796,998</u>

INSTITUTE FOR VOLUNTARY ACTION RESEARCH

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2019

7 Support costs

	Support costs £	Governance costs £	2019 £	2018 £
Staff costs	48,675	-	48,675	44,384
Depreciation	2,928	-	2,928	4,492
Rent, insurance and service charges	40,984	-	40,984	41,006
Equipment rental	3,292	-	3,292	2,994
Payroll administration and recruitment	2,167	-	2,167	549
IT costs and website	15,032	-	15,032	18,842
Bookkeeping and accountancy fees	16,675	-	16,675	16,625
Printing, postage stationery and telephone	15,178	-	15,178	13,315
Publishing materials, events, marketing, subscriptions and publications	4,218	-	4,218	6,509
Travel and subsistence (non project)	6,713	-	6,713	6,387
Sundry	4,359	-	4,359	3,948
Audit fees	-	4,094	4,094	4,080
Legal and professional	-	1,071	1,071	-
Trustee expenses	-	59	59	175
Trustees insurance	-	507	507	507
	<u>160,221</u>	<u>5,731</u>	<u>165,952</u>	<u>163,813</u>
Analysed between:				
Fundraising	4,161	149	4,310	1,639
Charitable activities	156,060	5,582	161,642	162,174
	<u>160,221</u>	<u>5,731</u>	<u>165,952</u>	<u>163,813</u>

Support and governance cost have been allocated across fundraising and the charitable activities using a ratio of based on estimated overhead resources used.

Governance costs includes payments to the auditors of £4,080 including VAT (2018- £4,080) for audit fees.

INSTITUTE FOR VOLUNTARY ACTION RESEARCH

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2019

8 Employees

Number of employees

The average monthly number of employees during the year was:

	2019 Number	2018 Number
Generating funds	0.1	0.1
Research projects and other direct charitable activities	8.9	7.5
Support and administration	1.0	1.0
	<u>10</u>	<u>8.6</u>

Employment costs

	2019 £	2018 £
Wages and salaries	371,004	328,119
Social security costs	38,118	32,622
Other pension costs	11,216	9,613
	<u>420,338</u>	<u>370,354</u>

The number of employees whose annual remuneration was £60,000 or more were:

	2019 Number	2018 Number
£70,000-£80,000	<u>1</u>	<u>1</u>

INSTITUTE FOR VOLUNTARY ACTION RESEARCH

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2019

9 Tangible fixed assets

	Leasehold improvements £	Furniture & equipment £	Total £
Cost			
At 1 April 2018	8,382	13,395	21,777
Additions	-	5,199	5,199
Disposals	-	(4,569)	(4,569)
At 31 March 2019	8,382	14,025	22,407
Depreciation and impairment			
At 1 April 2018	8,382	9,057	17,439
Depreciation charged in the year	-	2,928	2,928
Eliminated in respect of disposals	-	(4,569)	(4,569)
At 31 March 2019	8,382	7,416	15,798
Carrying amount			
At 31 March 2019	-	6,609	6,609
At 31 March 2018	-	4,338	4,337

10 Debtors

	2019 £	2018 £
Amounts falling due within one year:		
Trade debtors	23,137	96,951
Other debtors	6,767	6,781
Prepayments and accrued income	-	1,422
	29,904	105,154

11 Creditors: amounts falling due within one year

	Notes	2019 £	2018 £
Other taxation and social security		10,817	10,271
Deferred income	12	314,202	180,417
Trade creditors		39,960	37,423
Other creditors		30,559	500
Accruals and deferred income		26,077	14,298
		421,615	242,909

INSTITUTE FOR VOLUNTARY ACTION RESEARCH

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2019

12 Deferred income

	2019 £	2018 £
Arising from performance related grants and projects	314,202	180,417
	<u>314,202</u>	<u>180,417</u>
	2019 £	2018 £
Balance as at 1 April 18	180,417	124,039
Released in year	(175,417)	(119,039)
Deferred in year	309,202	175,417
	<u>314,202</u>	<u>180,417</u>
Balance as at 31 March 19	314,202	180,417

During the year IVAR received £nil (2018: £nil) from statutory sources. All grant provider requirements had been met at the year end in respect of funds released to income.

13 Retirement benefit schemes

Defined contribution schemes

The charity operates a defined contribution pension scheme for all qualifying employees. The assets of the scheme are held separately from those of the charity in an independently administered fund for each employee.

The charge to profit or loss in respect of defined contribution schemes was £11,216 (2018 - £9,613).

INSTITUTE FOR VOLUNTARY ACTION RESEARCH

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2019

14 Restricted funds

The income funds of the charity include restricted funds comprising the following unexpended balances of donations and grants held on trust for specific purposes:

	Movement in funds			Movement in funds			Balance at
	Incoming resources	Resources expended	Balance at 1 April 2018	Incoming resources	Resources expended	Balance at 31 March 2019	Balance at 1 April 2017
	£	£	£	£	£	£	£
UK Evaluation Roundtable	45,608	(45,608)	-	112,874	(112,874)	-	-
Charities and Social Investment Study	3,750	(3,750)	-	-	-	-	-
Locality Based Funding Study	5,000	(5,000)	-	-	-	-	-
Atlantic Philanthropies	189,989	(189,989)	-	133,360	(133,360)	-	-
BHP Self-Care	-	-	-	120,491	(120,491)	-	-
Aligned Reporting	-	-	-	10,000	(10,000)	-	-
Small Charities Advocacy	-	-	-	12,445	(12,445)	-	-
Small Charities Tech Study	-	-	-	21,000	(21,000)	-	-
	244,347	(244,347)	-	410,170	(410,170)	-	-

INSTITUTE FOR VOLUNTARY ACTION RESEARCH

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2019

14 Restricted funds

(Continued)

UK Evaluation Roundtable

The Evaluation Roundtable is a network of foundation leaders in the UK, the US and Canada. The Roundtable aims to improve evaluative practice in foundations by infusing it with cutting-edge ideas, and by providing foundation staff with an opportunity to refine and deepen their thinking and practice. It is a public resource for information on what other foundations are doing on evaluation, as well as for ideas about where and how foundations might develop their practice.

Charities and Social Investment Study

Grants towards a 9 month project involving Barrow Cadbury Trust, Access Foundation and CIVA.

Locality Based Funding Study

A grant funded project researching placed based funding approaches.

Atlantic Philanthropies

A four year grant for the Incubation Evaluation of the Atlantic Institute at the Rhodes Trust.

BHP Self Care

A two year grant for Big Lottery Fund grant for building relationships between the NHS, local government, citizens and voluntary, community and social enterprise organisations.

Aligned Reporting

Grants towards a review of the opportunities for aligned reporting across funders.

Small Charities Advocacy

A grant funded project researching placed based funding approaches.

Small Charities Tech Study

Funding for an exploratory study into making technology imaginable and usable for small voluntary organisations.

INSTITUTE FOR VOLUNTARY ACTION RESEARCH

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2019

15 Designated funds

The income funds of the charity include the following designated funds which have been set aside out of unrestricted funds by the trustees for specific purposes:

	Movement in funds			Movement in funds		
	Balance at 1 April 2017 £	Incoming resources £	Resources expended £	Balance at 1 April 2018 £	Incoming resources £	Resources expended 31 March 2019 £
Research Development Fund	4,665	-	(4,665)	-	-	-
Fixed Asset Fund	3,731	5,099	(4,493)	4,337	5,199	(2,928)
	<u>8,396</u>	<u>5,099</u>	<u>(9,158)</u>	<u>4,337</u>	<u>5,199</u>	<u>(2,928)</u>
						<u>6,608</u>

Research Development Funds

The Trustees had set aside £25,000 to enable IVAR to provide a small working fund to support activities which may require specific investment (e.g. work with smaller, less well-resourced organisations; supplementary work to disseminate research findings; exploratory work in new areas).

Fixed Asset Fund

The fixed assets are considered to be not easily realisable and accordingly are not represented in the general reserve. The balance carried forward is equal to the year-end net book value of fixed assets.

FOR THE YEAR ENDED 31 MARCH 2019

Fund balances at 31 March 2019 are represented by:

Tangible assets

Current assets/(liabilities)

Designated Unrestricted Fund	2019	£	Restricted Fund	2019	£	Total	2019	£	Designated Fund	2018	£	Unrestricted Fund	2018	£	Restricted Fund	2018	£	Total	2018	£
6,609	-		123,958	-		6,609	123,958		4,337	-		125,700	-		-	-		4,337	125,700	
6,609	123,958					130,567			4,337	125,700					-	-		130,037		

INSTITUTE FOR VOLUNTARY ACTION RESEARCH

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2019

17 Operating lease commitments

At the reporting end date the charity had outstanding commitments for future minimum lease payments under non-cancellable operating leases, which fall due as follows:

	2019 £	2018 £
Within one year	6,419	6,419
Between two and five years	2,063	-
	<u>8,482</u>	<u>6,419</u>

The charity operates from rented premises which can be vacated with two months notice at any time. The figure for lease commitments within one year includes two months rent at the year end prevailing rate.

During the year the charity entered into a three year operating lease for a photocopier. The total commitment under the lease was £4,118, and the £3,432 remaining at the balance sheet date is divided across the relevant time periods above.

18 Trustees and Related party transactions

Remuneration of key management personnel

The remuneration of key management personnel is as follows.

	2019 £	2018 £
Aggregate compensation including employer's pension and national insurance contributions	<u>96,521</u>	<u>89,480</u>

During the year trustees received associate fees as follows: Richard Hopgood, fees and expenses of £9,190 (2018: £6,880), Sam Brier £nil (2018: £907). Payments made to Rosa Powloski were prior to being appointed as trustee. IVAR has authority to make payments to trustees for consultancy work contained in its governing document. The payments have been made in accordance with the trustees remuneration policy and approved by the trustees.

Two trustees received reimbursement of travel expenses amounting to £129 (2018: 2 trustee : £144).

19 Limited by guarantee status

The charitable company's legal structure is that of a company limited by guarantee. In the event of the company winding-up each member is liable to contribute to any deficit to a maximum of £1 per member.

INSTITUTE FOR VOLUNTARY ACTION RESEARCH

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2019

20	Cash generated from operations	2019 £	2018 £
	Surplus for the year	530	4,525
	Adjustments for:		
	Depreciation and impairment of tangible fixed assets	2,928	4,492
	Movements in working capital:		
	Decrease in debtors	75,250	40,635
	Increase in creditors	44,921	18,233
	Increase in deferred income	133,785	56,378
	Cash generated from operations	257,414	124,263