

Research Today, Policy Tomorrow

**REGIONAL STUDIES ASSOCIATION
POLICY EXPO**

Handbook 2026

Contents

I. The Exposition (Expo) in brief	2
II. Applications for Funding	5
III. Reporting	8
IV. Financial guidelines.....	8
V. Policy Expo – Road to publication – Summary process	10
VI. Recognition / Intellectual property / Knowledge transfer / Copyright	11
VII. Ethics, misconduct and liabilities	12
VIII. Application queries.....	13

I. The Exposition (Expo) in brief

In 2017, the Association launched a new policy research initiative worth £15,000 to successful teams aiming to connect the work of its members and broader communities to societal questions and policy needs.

It was proposed to call this new initiative an “Expo”, taking the word’s meaning of a “comprehensive description and explanation of an idea or theory”, for example, “a systematic exposition of the idea of biodiversity”.

The Association seeks a leading and impactful role for its community to inform and influence policy and practice creatively and ambitiously. The aim is to support Expos in addressing essential and current societal issues. They will investigate how the communities of regional studies, regional science, urban studies, and related fields can respond to new societal challenges and opportunities.

The Expos will deliver a policy-focused, transparent, evidence-based book for launch, particularly within the relevant practice-based and academic communities through the Association’s membership benefits and wider book sales.

The RSA provides funding of **£15,000** (or its equivalent in dollars or euros; for your information, c. \$19,000; c. €16,800). This includes the cost of a book publication and launch, for which the RSA will retain £2,000 of the grant. To support RSA Policy Expositions on topics related to the priority areas in the RSA Development Plan, an open call will be made occasionally, inviting the academic community to suggest suitable themes. Commissioning will be based on two Expos per year to allow each to be carefully supported and managed, and to extract maximum value from the outcomes.

Each Expo theme is advertised through a call for expressions of interest and will be awarded to teams setting out clear policy-related questions. Expos will run for up to 18 months and need to include several deliverables, including calls for evidence and focus groups, and would have tightly prescribed outcomes in the form of an article for the journal *Regional Studies*, *Regional Science* and a report in the form of a policy-oriented book for publication in a new *Regional Studies Policy Impact book series*. The Association usually expects to launch this book at an appropriate time and venue. It will be given in print to all RSA members (excepting those paying the Chinese Division rate) and in electronic form to all subscribers to the RSA journals pack. This gives each book a very substantial potential readership footprint. Additional copies will be purchased by the Association for distribution directly to the policy community.

Successful applicants will receive the full Terms and Conditions governing the grant as part of the formal grant offer, based on the general terms and conditions below.

Prioritised research themes

The Policy Expo programme responds to the aims of the Association. The Regional Studies Association’s Development Plan highlights the Association’s aims in the next planning period as:

- leading the regional research, policy and practice communities
- developing our members and supporting our community
- delivering high-quality regional research
- influencing policy debate and practice
- innovating in publishing
- acknowledging excellence in our field

Like many other funders, the RSA Board operates several schemes. Some allow applicants to apply freely without thematic restriction, while others require them to contribute to the Association’s research priorities. To

apply for a Policy Expo award, applicants respond to the appropriate call for expressions of interest. These will relate to the following priority areas set out in the Association's Development Plan, and there will be free calls occasionally.

1. Sustainable Cities and Regions

- *urban and regional sustainability, risk management, low carbon and climate mitigation strategies, food, energy, water and environment and environmental resilience*

2. Spatial Theory and Methods

- *urban and regional theories, methodology, value change (including big and open data), visualisation, spatial economic analysis*

3. Territory, Politics & Governance

- *territorial politics, governance, institutions, regionalism and regionalisation, city region building and metropolitan politics, devolution and localism*

4. Regional and Urban Economies

- *innovation, evolution, economic resilience, clusters, creativity, competitiveness, labour markets, work and welfare, migration, firms, sectors, global production networks and value chains.*

5. Spatial Planning

- *cities and city regions, strategic spatial planning, housing, transport, infrastructure and the built environment, place-making approaches*

6. Regional and Urban Policy

- *cohesion, leadership, governance, public management, policy formulation and evaluation, place-based approaches, smart cities and regions, urbanisation and regional development*

7. Sub-national identities & well-being

- *citizenship, culture, identity, lived differences, social capital, ageing, demography, community and wellbeing*

For the 2026 Call for Applications, applications should address one of the following themes:

Populations and health

Demographic change presents significant challenges and opportunities for regional policy, including population decline/growth, the impact of an ageing population, the effects of mass migration, and so on. We are interested in proposals that take a quantitative or qualitative (or a mix of both) approach to help policymakers understand how to analyse and design policy to address changing demographics in their places. A related topic of interest under this theme is the impact of health inequalities on regional economies. While life expectancy in most regions continues to improve (although at a slowing rate in some places), declining healthy life expectancy for some populations presents significant social and economic challenges, and in many regions, the gaps in health between different socio-economic groups are widening. A project that explores the social determinants of poor health, how to calculate their economic impact and provides guidance on how policy might address them would be of great interest for policymakers.

Climate and sustainability

Climate change and its impacts are the most significant challenges facing policymakers worldwide. The UN has warned that it is “now or never” necessary to act to limit global warming to 1.5 degrees. Meanwhile, we face the rapid growth of 50-degree places, extreme weather events, droughts, and wildfires.

Expo proposals that address some of these issues are strongly encouraged. Some possible focus areas include comparisons of regional approaches to climate change or designing policies and strategies towards achieving Net Zero; the biodiversity crisis and its impact on regional policy; governance and policy relating to natural resources; and Net Zero and economic growth – mutually compatible?

Inclusive strategies for regional development

Over the past five decades, it has been increasingly recognised that the dominant policy paradigms in regional economic development have failed to resolve (and in some cases may have even accelerated) disparities within and between regions. This underpins recent discourse on people and places ‘left behind’, and the political, social and economic impacts of failing to address these disparities.

Some of the issues that policy-makers have highlighted at all levels of governance as being of interest include – how can investments in innovation infrastructure be more inclusive in terms of ensuring maximum benefits for local businesses in the foundational economy and for local communities in terms of jobs and skills pathways; what has been the impact of the growth of gig and platform working in addressing or exacerbating inequalities?; how can entrepreneurship help to drive regional development?; to what extent did the Covid pandemic change business models and work patterns and what does this mean for regional policy?; the role of rural economies in regional development; the role of creative industries in driving inclusive strategies for growth.

Regional planning for resilience

We strongly encourage proposals focusing on topics of interest to city and regional planners and highlighting the importance of good planning for regional social and economic resilience. Policymakers are particularly interested in learning about innovative approaches to planning from around the world.

Areas of particular interest include strategies to address housing crises, particularly regarding affordable housing and provision of social housing; how to plan the age-friendly city; the governance and financialization of infrastructure; and preparing for reconstruction following natural disasters or conflict.

Tools, frameworks and capacities for regional policy

Policymakers are very interested in evidence-based, ‘what works’ toolkits and guidance that can be applied across various policy themes. Some specific ideas that have been suggested are – the use of digital and data in designing policy; the sustainable development goals as a framework for regional development policy; policy mobilities – how can policies in other places be translated and applied effectively; tools for policy ‘proofing’ - ensuring strategies and policies don’t discriminate/ actively benefit people and places with particular characteristics (e.g. gender, age, health, ability, economic status, rural etc.)

Geopolitics and regional impact

Recent geopolitical manoeuvres to exercise greater political control over territorial space have recently returned to centre stage with critical regional implications. Geopolitics, which focuses on political power and links to geographic space, makes policymakers increasingly interested in the regional impact on people and places.

Expo proposals that address these regional implications of geopolitical power politics are strongly encouraged. Areas of particular interest would be proposals considering the broader regional impact for Global North-South

relations, e.g. in the context of the great resource and infrastructure scramble across Africa.

II. Applications for Funding

Submission process and assessment criteria

In making its selections, the RSA Policy Committee will seek expressions of interest that identify a clear set of policy questions with international, national, and regional (sub-national) resonance on the invited themes. It requires that each team include a PhD student or an early-career researcher (less than 5 years from the date on their PhD certificate) and that the team be international (in at least 2 countries/territories). The Committee appreciates expressions that are multi- and interdisciplinary in scope, in which the relevant policy and practice communities are clearly identified and the means of engagement with them are articulated. In addition to the Expression of Interest, the Policy Committee may require an interview with team members before making decisions. The Policy Committee's decision is final, and no correspondence will be entered.

The application form can be found in the RSA Lounge, Community, and Grants if you are eligible for membership. All contributors must have an active membership. You will need to include the following in your Expression of Interest:

- Working Title of Expo
- Up to 4 Research Questions
- Expo Summary (up to 500 words):
- Contributing Editors / Authors, including a mandatory PhD Student or Early Career Researcher
- Resource allocation (any contribution you can make to the cost of book publication and launch)

If the Expression of Interest is successful, additional Information will be requested in the second round:

Proposed timings:

- Start date (commencement of writing)
- End date (Expected date of manuscript submission)

Policy Case for the Book

- What policy problem do you address, and what is its geographical reach?
- How does your book address this problem?
- How is this book relevant and significant?
- What communities of interest, environments and/or organisations will benefit from this book and why?
- Who might benefit from the research outcomes and how?
- How might your book influence, enrich, inform and enhance policy practice?
- What is the current state of play in this thematic area? What are the influencing factors?
- What are the current policy responses and practices, and how effective are they?
- What is likely to change in the future of this thematic area, e.g. emerging issues?
- What might new innovative policy solutions to the problem look like?

Outline Book Proposal

The Policy Impact Book Series books are written in a policy-facing, open style using appropriate infographics, tables, charts, boxed sections, and bullet-point policy takeaways. Before completing this section, you should look at existing books in the series, ensuring that you make the policy case for your book as part of the section below.

Your book proposal should contribute to regional studies, science, urban studies, and related fields.

Book Launch

Set out briefly the kind of book launch that might be appropriate. The types of institutions that might host a launch. The best social media platforms and key influencers to contact.

Resource allocation detail

Costs and budget

The application should be emailed to policyexpo@regionalstudies.org by the deadline specified on the website.

Assessment criteria

- Incomplete applications or applications arriving after the closing date will not be considered
- All applications should demonstrate that RSA funds are sought for a clearly defined set of policy questions with international, national and regional (sub-national) relevance
- Applications should include analysing recent research and policy affecting the theme, effectively giving a problem statement.
- Applications should discuss future scenarios and policy solutions of the theme based on an assessment of existing policy responses
- Applications will be assessed based on quality, potential policy impact, and the deliverability of the proposed project
- The applicant must sign the grant application, any subsequent agreement, and the Expo Chair's higher education institution.

The RSA Policy Committee will review and assess the complete applications and recommend them to the RSA Executive Group for a decision.

The RSA Board will decide based on the recommendation of the Association's Policy Committee. The Committee will reach its decision based on refereeing by its members; additional referees will be sought where the subject area demands this. We regret that, as a micro-research funder and a registered charity relying on our members' volunteer labour, the Association cannot offer feedback on individual applications, and correspondence will not be entered into.

Expectations and obligations

Successful applicants will receive an award letter, which will act as a contract between the Expo Chair, the Principal Investigator (PI) on behalf of their team, the PI's Higher education institution (HEI) and the RSA. The grant applicant and the higher education institution (HEI) must sign the award letter and any subsequent agreement. The latest application to the scheme and our RSA Policy Expo Handbook form part of this agreement. Any special clauses your award is subject to are listed in the award letter. If you have any queries about the conditions, you should raise them immediately before work commences, as monies incorrectly spent may not be refunded.

Applicants must be members of the Association and remain in membership throughout the grant and reporting period. Recipients of this grant must be Individual, Early Career, Emeritus, or Student members of the Regional Studies Association in any membership band—A, B, C, or D—at the time of application and remain members until the end of the reporting period or acceptance of the end-of-award report, whichever is the latest.

Members in any territorial band may apply for grant funding. Applications from Corporate members are not eligible. For clarity, Corporate members may not apply for this award as organisations, nor may individuals apply as representatives of Corporate members.

The grant holder will be expected to play an RSA ambassadorial role for the duration of the grant. This may include speaking about the grant scheme at RSA events, recording a video, writing short pieces for e-Zine Regions, the RSA Blog, or the RSA website with appropriate photographs, graphs, or figures, sharing across social media such as Facebook or Twitter, and making other nonspecific contributions to the profile of the Association.

The two key deliverables from the Expo are:

1. **An article for *Regional Studies, Regional Science***, with the APC sponsored by the Association from the withheld portion of the grant (articles will be subject to peer review)
2. **A policy-facing book in the *Regional Studies Policy Impact book series***. This would be a minimum **25,000-word and maximum 30,000-word** policy-facing book. It could be in the form of a report or edited papers with an introduction and conclusion. It must include an executive summary highlighting the policy implications from the work and be accessible to policymakers and practitioners. The RSA will provide advice on book templates to maximise policy impact. Expos will generally run for no more than 18 months from commissioning to submission of the book and RSRS article for review

Each Expo is required to:

- establish a chair who would lead the Expo and act as a point of contact with the RSA (chair will also be listed as the Principal Investigator (PI) in the award letter)
- be global in scope and outlook, seeking to engage new communities and join existing connections. Where appropriate, the Expos should adopt a multi- and interdisciplinary approach, as this will be welcomed
- compile an evidence base of a range of sources, including academic, policy, web and grey
- review, synthesise and contribute to the literature on their topic. The outputs of each Expo should make a recognisable intellectual contribution to the field
- include a call for evidence among the RSA membership and broader community. The RSA office team would assist with publicising this to the membership and beyond
- run focus groups or special workshop/ webinar sessions (usually two) at RSA conferences, other agreed international and national events, and also hold online focus groups and engage communities through innovative uses of social media
- consult with up to 20 of the RSA's key stakeholders, such as DG Regio, other European Commission DGs, European Committee of the Regions, National Governments, UN-Habitat, think tanks, practitioner bodies, other learned societies, etc.
- undertake data analysis as needed, generate new data as identified in the research plan

- use case studies to illustrate key points, and also engage in comparative analysis
- The publication language is English
- Assist the RSA and Publisher team with the book's policy launch and engage in social media, blog, and other promotional activities to promote the book and article.

Eligibility requirements

- All applicants for the RSA Policy Expo Grant need to be current paid-RSA members at the time of application and must remain in membership through the research period up to and including the point of acceptance of the final report and grant deliverables. (in any category except Corporate)
- Members should note that they cannot hold more than one consecutive RSA research award. For clarity, a member having a Research Network award or an RSA Individual Research Grant (Early Career, MeRSA or FeRSA Award) may not apply for the Policy Expo until their existing reward has expired and all reporting requirements have been satisfactorily delivered and accepted by the Association.
- The RSA will allow applications from researchers on temporary contracts with a recognised HEI, provided that evidence is supplied showing that the agreement covers a minimum of the period of research and reporting period as defined in the application
- The award will be administered through the HEI, usually an institution with degree awarding powers or a national research institute.
- Half the sum of the award will be paid on signature of the contract, and the remaining half will be paid on receipt and formal acceptance of the book and journal article (acceptance of both documents does not imply that they will be published, but does release the second half of funding)
- Only one RSA Policy Expo award is possible per person.

Non-Eligibility

You may not apply for this award if:

- You are a post-doctoral researcher supported by a senior investigator's funding
- You are a corporate member of the RSA. For clarity, corporate members may not apply for this award either as organisations or as individuals representing corporate members
- You do not hold a current RSA membership

RSA Members should note that they cannot hold more than one consecutive RSA research award. For clarity, after successfully submitting all deliveries for the Early Career, MeRSA or FeRSA award, a member may apply for the Policy Expo, Research Network, Travel Grant or Conference Bursaries. This is in the interest of enabling access to the Association's limited resources to as many members as possible and thus to support a multiplicity of scholars and their different approaches and topics of interest. It is consistent with the Association's pluralist approach to regional studies.

III. Reporting

The following reports and publications are required to comply with the grant scheme:

1. An article for submission to the Regional Studies, Regional Science journal. This journal is gold open access, and the article processing charge will be covered from the £2,000 retained from the award by the RSA to promote and launch the report of the Expo. All submissions are subject to the usual refereeing process

2. A minimum 25,000-word and maximum 30,000-word policy-oriented book, including an executive summary, for submission to the *Regional Studies Policy Impact Book Series*
3. an end-of-award report, including a financial report, within three months of finishing the project. The end-of-award report will include both a narrative and an economic section. The HEI is expected to complete the financial report.
4. A short policy reflections report, 6 months after the award end date

Additional relevant updates, in the form of brief reports, news items, pictures, pieces for the RSA Blog, RSA website, Facebook or Twitter and the members' e-zine – *Regions* are strongly encouraged and may be requested.

Information provided in any submitted report may be used in part (extract) or in its entirety to promote the Expo within the Association's publications. However, this will be in consultation with the Expo research and policy team.

Reports should be submitted using the appropriate form, which can be downloaded from the Association's website at: <https://www.regionalstudies.org/funding/policy-expo-grant-scheme/>

IV. Financial guidelines

Expo award holders may use the funding with other funding, provided that the results are distinct from the Regional Studies Association.

The RSA provides funding of **£15,000** (or its equivalent in dollars or euros; for your information, c. \$19,000; c.€16,800). This includes the cost of a book publication and launch, for which the RSA will retain £2,000 of the grant.

Eligible Costs

- Project costs (cost of travel and accommodation nationally and internationally, and subsistence)
- Networking costs
- Teaching or research buy-out – limited to £5,000
- Research assistance
- Consumables – purchase of datasets, photocopies, microfilms, etc. and any minor items that will be used during the course of the project
- Costs of deposit of digital material in a suitably accessible repository may be considered
- Cost of reproduction rights will be considered
- Up to £2,500 of the Grant may be used towards attending an RSA Conference (travel, subsistence and conference fees at the applicable country band fee) to run a policy workshop that will include acknowledgement of the grant.
- Writing fee to have the book written in readily accessible and policy-facing English (NB the reporting and publishing languages are English)

Ineligible Costs

Applicants registered with special needs may consult the Association about possible exceptions. Ineligible costs are:

- Institutional overheads
- Work space

- Payment to the researchers instead of a salary or for personal maintenance at home
- Equipment, including but not limited to computing, printing, cameras, telephones, recording equipment, etc.
- Software – of any description
- Subventions for direct production costs (printing, binding, distribution, marketing, etc.)
- Books
- Childcare
- Insurance (this should be provided and evidenced by the relevant HEI)
- Translation and/or interpretation
- Gifts
- RSA membership fee

Claims

The Regional Studies Association is a learned society and a registered charity. The Association and its members have generated the funding for the RSA Policy Expo programme. Award holders and their institutions are expected to comply not only with the terms of the scheme but also with the scheme's spirit. If you and/or your HEI are unsure if an expense is eligible, please consult the Association before making a financial commitment. Expenses deemed ineligible will not be covered.

A detailed budget should be submitted as part of the application form. The budget is a part of the research contract, and applicants should expect to spend the money according to what was set out in their application. Spending outside these parameters may not be reimbursed. Any budget changes should be communicated to the RSA in advance and are subject to approval. Claims may only be submitted for items listed in the application unless prior permission from the Association is granted for the virement of monies for new headings.

Payment Schedule

A first payment of 50% of the award will be made at the commencement of the grant, with the second 50% being released on receipt and acceptance of the journal article and book manuscript. This acceptance does not guarantee publication but does release the funding. If the Policy Committee finds aspects of the reporting process unsatisfactory, resubmission will be requested, and funds will be withheld until the reporting is acceptable.

If the applicant's HEI is outside the UK, it should be noted that the award is awarded in British Pounds Sterling (GBP) and that the HEI must ensure the exchange rate risk. Transfers will be made in GBP sterling at the prevailing exchange rate. The HEI will bear the costs where transfers are made by bank transfer.

V. Policy Expo – Road to publication – Summary process

Call for applications

- The Chair of the Policy Committee proposes a range of themes
- The RSA Board may also propose themes
- The RSA Board will agree on the topics for the call
- The Policy Committee and the Editor-in-Chief write the call for applications, or approach senior academics to draft the call for applications. The call outlines the key issues to be addressed
- The Board approves the call for applications and the deadline
- The call and the handbook are published on the website

Selection procedures

- The RSA promote the call, responds to any queries, and publishes the FAQ
- After the deadline, the Chair of the Policy Committee and the Editor-in-Chief review the application against the basic eligibility criteria. If the application does not fulfil these criteria, it is desk-rejected
- The shortlisted applications are sent out to the panel of referees for review according to the theme
- Usually, there is a second round of the refereeing process for the best-scoring applications
- All applicants are notified – successful or not
- Successful applicants receive the award letter, which must be signed and returned by the principal investigator and their HEI

Expectations and outcomes

- The team of the Policy Expo is expected to run the call for evidence among the RSA community (e.g. through an email (or the RSA newsletter) to the RSA members to ask for their contribution)
- To run a special session/ webinar to present their research and to collect any feedback
- An article for [Regional Studies, Regional Science](#) with the Article Processing Charge (APC) sponsored by the Association from the withheld portion of the grant (articles will be subject to peer review in the usual way).
- A policy-facing book in the new [Regional Studies Policy Impact Book Series](#). This would be a minimum of 25,000 and a maximum of 30,000 words policy-facing book. It could be in the form of a report or edited papers with an introduction and conclusion. It must include an executive summary that highlights the policy implications of the work and be accessible to policymakers and practitioners. The book has to be authored or edited by the team of the Policy Expo.
- All members of the Policy Expo need to be signed up/paid members of the RSA for the duration of the grant
- Policy Expo members should have individual Twitter and/or LinkedIn accounts.

Publication of the book

Some tips/suggestions:

- This Expo book is not a standard academic publication and must be policy-facing, i.e, it needs to be accessible for non-technical policymakers at all spatial scales. This means that writing should not be overly technical/complex, but clear for a non-academic professional audience. It also needs to highlight the key policy points (our ‘policy takeaways’). In doing so, this means – where appropriate - using bullet points, infographics, highlighting points in the text, visuals such as diagrams, case examples, graphs or even photographs (so long as we have permission to re-use/publish them). You don’t have to use all these display methods, but include some to emphasise your key points.
- Throughout the book, try to use shorter sentences and paragraphs, and avoid jargon as far as possible. (Ask yourselves if a regional policymaker will understand this.)
- You should have an executive summary at the start of the book, followed by a key recommendations section.
- In drafting chapters, use infographics, case boxes, text/explainers/figures, highlighted text (where necessary), etc. Remember, when using highlighted text, each chapter will have a different colour code.
- When writing chapters, use references sparingly, and they should not be cited within the text – rather as an endnote, preferably at the end of each chapter.
- If possible, and where appropriate, try to highlight key policy recommendations in imaginative ways (e.g. in a box/infographic) or at the end of the chapter
- Sparingly use direct quotes – but where these are included, put them in a separate paragraph with the large publishers’ quotations around them
- Include a Glossary of key terms – this will allow you to include some technical terms in the text and aid users.
- Once you’ve drafted your monograph/or even just a chapter, try to obtain user feedback from policymakers/practitioners (at different levels; regional/national/supranational) to see if they follow

your ideas.

- Seek out Forwards from policymakers/practitioners and Cover endorsements

VI. Recognition / Intellectual property / Knowledge transfer / Copyright

The support of the Regional Studies Association should be acknowledged whenever results are presented (reports, publications, presentations).

The Association must solely fund the project, but applicants may use this funding as leverage for further funding for future projects. The grant must fund a discrete project, such as a pilot study. The RSA reserves the right to be a named partner in future projects.

IP rests with the research team, but they are expected not to unreasonably withhold permissions from the Association, using the results to promote the work that has been funded, to raise the profile of the Association, and to make members and others in the regional studies communities of policy and practice aware of the work.

All articles published in Regional Studies, Regional Science are licenced under the Creative Commons Licence CC BY, and the Book would usually be covered by copyright. Still, the option to use one of the Creative Commons licences exists.

Copies of any publications should be given to the Association. Receipt of the award should be acknowledged in all publications.

Where possible and appropriate, the Association expects that datasets arising from the research will be deposited in a public repository and that the whereabouts of the dataset will be made known.

In addition to the formal end-of-award report, the RSA may require short contributions that may be published in any one or more of our membership publications - *Regions* and/or on the RSA website, blog, Twitter, LinkedIn or Facebook or through other channels, as appropriate and agreed with the grant holder.

The Association wishes to support all its researchers. Therefore, if any events or promotions are to be organised as a part of the research, the RSA should be alerted so that they may assist with marketing.

Knowledge Exchange

The RSA recognises and encourages knowledge exchange and actively supports partnership and other enabling schemes. Recipients of the RSA Policy Expo award are encouraged to ensure that the outcomes of this research investment are used to benefit the community and should inform the Association where research materials, including any data sets arising from the funding, are deposited.

GDPR (General Data Protection Regulation)

The HEI are responsible for ensuring that the research complies with all correct GDPR (General Data Protection Regulation), the Data Protection Act and PECR (Privacy and Electronic Communications Regulations).

Copyright

It is the PI's and HEI's responsibility to ensure that the research and any publications are in line with the publisher guidelines, such as:

- An author must confirm that they have seen, read and understood the publisher guidelines on [copyright and author rights - https://authorservices.taylorandfrancis.com/copyright-and-you/](https://authorservices.taylorandfrancis.com/copyright-and-you/)
- Authors must follow the guide on how to use third-party material in their work - <https://authorservices.taylorandfrancis.com/using-third-party-material-in-your-article/>

Royalties

Please note that copyright in the book rests with the author(s) but that any royalty income remains with the RSA.

VII. Ethics, misconduct and liabilities

Grants will typically only be awarded to higher education institutions (HEIs) or recognised research institutions, as grant holders will be subject to their employing institutions' research rules and ethics. Applicants must be based within an eligible HEI. The grant will be administered through the HEI, typically an institution with degree-awarding powers or a national research institute. The grant holders will be subject to the research rules and ethics of their employing institutions.

The RSA accepts no responsibility for the views or opinions of the grant holder. It is the responsibility of the HEI to ensure that the research is organised and undertaken within a framework of best practice that recognises the various factors, including rigour, respect and responsibility, that may influence or impact on a research project. Grant holders must comply with their HEI's ethics code, which will be referenced in the document signed off by the HEI.

The HEI is responsible for ensuring that all necessary permissions are obtained before the application is sent to the Association and that the roles and responsibilities of those involved in the research are clear. The grant holder and the HEI are responsible for any matters arising from the process of a grant holder's research, the institution holding the grant, or the research results.

The HEI is responsible for ensuring that the research is organised and undertaken within a framework of best practice that recognises the various factors, including rigour, respect, and responsibility, that may influence or impact a research project. Award holders must comply with their HEI's ethics code, which will be referenced in the document signed off by the HEI.

The HEI is responsible for ensuring that all necessary permissions are obtained before the application is sent to the Association and that the roles and responsibilities of those involved in the project are clear.

The award holder and the HEI are responsible for any matters arising from the process of an applicant's research, the institution holding the award, or the research results.

The award holder and the HEI are responsible for any human resources-related or health and safety issues (the HEI health and safety regulations will apply). The Regional Studies Association accepts no responsibility for problems, directly or indirectly, resulting from the funded research, the applicant, or other organisations and individuals involved.

VIII. Application queries

Research-related queries should be addressed in the first instance to Tom Merriweather, RSA Head of Publishing (tom.merriweather@regionalstudies.org)

Administrative queries should be addressed to policyexpo@regionalstudies.org or by telephoning + 00 44 (0)1273 698 017