

PERFORMING ARTS RESIDENCY PROGRAMME. CONDE DUQUE CENTRE

Terms and conditions of the call - February-June 2019

The Conde Duque Centre is an open and contemporary centre of creation and research which aims to become a space in which to share plural dialogues and insights. An inclusive, participative, collaborative space which benefits from the presence of and the exchanges and give-and-take between local, national and international artists, attentively tuned in to and with a generous attitude toward the myriad inhabitants of Madrid.

Our mission is to work with outstanding artists in different disciplines and at different moments in their professional careers, celebrating the artists of today and investing in those of tomorrow, detecting and filling gaps in the system and in contemporary creation and expanding to the fullest extent possible its exhibition, production and distribution capacity and at the same time, its support to “R+I+D” (Research, Innovation and Development). The objective of the Conde Duque Cultural Centre is also that of creating a contemporary identity, strongly rooted in the city yet connected to the outside world, by pursuing current issues that can transcend geographical and temporal boundaries.

In short, we seek to foster projects from creators without frontiers that display quality, new languages, diversity, and, at the same time, serve to energise the city’s performing arts scene and to generate social cohesion.

You can find more information on the Conde Duque Cultural Centre’s new lines of programming [here](#)

Object and purpose of the call

In line with these lines of programming, the Conde Duque Cultural Centre is announcing a selection process to cover a maximum of six residencies in which to develop performing arts projects (dance, theatre, performance, living arts, mix media) in its two rehearsal rooms and one technical residency in the theatre.

Implementation period

The residencies will be available between February and June 2019, depending on which option the applicant chooses from the calendar. These are specified in the section **Types of residency**.

At the end of each work process, and on the dates agreed by the parties, the artists will present the results of their creative process to the public. Were their work not to be at an advanced stage of development, the results may also be presented in a text or written reflection format, or by having a conversation with and presenting the work to the artistic directors of the Conde Duque Centre behind closed doors.

Who are the residencies for?

These residencies are open to any artist, company or collective of any nationality working in the field of performing arts and wishing to develop a research project or an artistic practice in the rehearsal rooms at the Conde Duque Cultural Centre.

The Centre is looking for good-quality, innovative projects of an experimental nature, accessible to the public, paying special attention to initiatives that demonstrate interdisciplinary hybrid approaches, collaborative processes between different groups, works that show an interest in social or educational issues, or ideas that transcend borders, take risks or explore new languages.

Types of residency

The applicant can choose one of these two residencies:

a) Technical residency

A technical residency is offered lasting no more than eight days at the Conde Duque theatre from 16 to 28 of July 2019. This residency will not have any economic endowment. In exchange, Conde Duque will provide technical personnel (maximum 2 lighting operators, 2 sound technicians, 2 stagehands, 1 propmaster per shift) and the theatre rider, and up to 1500 euros + VAT for hire of material, if required.

Annex I to the terms and conditions of the call contains the theatre rider.

b) Performing arts residency

Up to six performing arts residencies are offered to artists tackling one of these three thematic areas:

Type A: a link with the Conde Duque neighbourhood or building, the city, issues related to citizens and community

Type B: a reflection on memory, History, the archive

Type C: formal research into new scenic languages

The periods of enjoyment shall be as detailed below, between the months of February and June 2019:

-5 hours/ 3 days/12 weeks [option 1]

-9 hours/ 3 days/6 weeks [option 2]

-9 hours/ 6 days/3 weeks [option 3]

-5 hours/ 3 days/3 weeks [option 4]

-9 hours / 6 days / 2 weeks [option 5] /this option is aimed at artists not residing in Madrid and wishing to focus their stay at Conde Duque

Residencies are designed for projects at any stage of development (research stage or a more advanced production stage).

Endowment for performing arts residencies

For the development of the performing arts residency, each beneficiary will receive an amount from 600 to 2500 euros (this amount will be subject to taxes and the legally applicable withholdings will be applied) in concept of residency endowment. These amounts are established within the settled margins for these kinds of residencies, and they are never to be considered as profit. This money, as it has been established by Centro Conde Duque, will be used to help the creation process and ease the expenses and outlays in which the selected residents might fall into.

The Artistic Directors will value the artistic fees at per company, depending on the length of the residency and the number of members in the company. In addition, if necessary, and for residents who live outside of Madrid, the residency endowment will be increased with a maximum amount of 250 euros per person and 750 euros per company.

The specific determination of the artistic fees will be communicated by the centre when awarding the residencies.

A maximum of 6 residencies will be awarded (of which a maximum of 2 will be awarded to non-local artists)

The payment will be made as following:

The 70% of the residency endowment, regarding to the artistic fee awarded, will be paid at the signature of the residency's contract, or, at all events, prior to the beginning of the residency.

The remaining 30% will be paid upon completion of the residency.

Payment will be made by bank transfer 60 days from the date on which the invoice is submitted, applying the corresponding tax withholdings.

Submission of applications

The deadlines for submission will be as follows:

-by 11:59 PM on 14 January 2019 for performing arts residency and technical residency

Once the deadline for the submission of applications has passed, no further applications will be accepted. Please use [this online form](#) to forward your proposals to us. Were the required data or documentation to be incomplete, this fact will be communicated to the interested party who will have 2 days in which to remedy the situation.

Selection Committee of the Applications

A selection committee will be in charge of selecting a maximum of six performing arts residence projects and one technical residence project. Centro Conde Duque will constitute this selection committee, formed by the following:

- Performing arts residence: the directors of the Conde Duque Centre, one or two independent artists, one or two managers of other institutions.

- Technical residence: the directors of the Conde Duque Centre, one to three technical managers of the theatre

The Assessment Commission could declare the bid dismissed in the event of considering that none of the artists present meet sufficient merit.

The Assessment Commission must reach a decision and select the applications before 22 January 2019. A report will be put together stating the selected artists and projects, with a brief explanation of why they have been chosen.

Assessment criteria

The Assessment Commission will apply the following selection criteria:

- the artistic coherence of the proposal
- how interesting the research is in the field of living arts, and its level of relationship with other areas of art and thought
- the degree of dialogue established with the philosophy of the Centre
- the presentation of clear objectives to be developed in the period for which the residency is requested
- the suitability of the project vis-à-vis the resources and the context in which the residency takes place
- for performing arts residencies, suitability and quality of parallel activities suggested in the proposal. This activity can involve a workshop, discussion, working with the community, etc.

The selected projects and beneficiaries of the residency will be formerly advised from 22 to 30 January 2019. The information will also be posted on the Conde Duque website.

The selected artists will have 15 days from that moment to state their full acceptance and agreement of the residency conditions.

Centre resources for performing arts residencies

The Conde Duque Cultural Centre offers residents:

- a rehearsal room 14 m x 11 m, with natural light and the option to achieve partial darkness, and equipped with a basic sound system.
- both artistic and technical promotion and advice
- reprographics service
- discounts on the centre's activities

Obligations of the beneficiaries

The beneficiaries undertake to develop their project within the time limits provided for in the work schedule presented in their respective applications and to submit a report at the end of their stay. In addition, they undertake to make available to the Conde Duque Centre whatsoever documentation that they may be asked to provide relating to their training and/or career and/or that may be required to accredit any merits or circumstances stated in the application to participate.

The Conde Duque Centre's new line of programming seeks to build bridges between works and audiences and make the most of spaces for dialogue between artists. Accordingly, all residency beneficiaries should present the results of their creative process in a format agreed with the Centre's Artistic Direction. Dates for the exhibition will be from 27 to 29 June 2019 (both

inclusive). Furthermore, performing arts residencies beneficiaries agree to carry out a parallel activity to the residency (or “return activity”), interacting with other creators or with audiences, in a format other than that of the showcases or presentation of results. This activity can be a workshop, discussion, working with the community, etc. The company should also form part of discussions between creators organised by the Centre during their working stay at Conde Duque.

The beneficiaries undertake to make good use of the facilities and to use the rooms assigned to them exclusively as spaces of artistic production. These rooms may not therefore be used as storages areas, deposits, living quarters, etc. During the period of the residency and whether directly or by delegation, the organising entity may therefore evaluate the utilisation and development of the project presented.

It is strictly forbidden to carry out work with toxic products and/or with industrial machinery that generate noise above the permitted levels or pose a threat to the space and its users.

When broadcasting and exhibiting the works produced during their residency, beneficiaries shall state that these have been made within the framework of the programme, including the following caption: “Project carried out with the support of the Conde Duque Centre”, and are to add the Centre’s logo to such works. In addition, they undertake to add the above caption to such documentation as may be generated during the period during which the aid is paid or granted.

The beneficiaries give their consent to their name being cited, and to the graphic reproduction of their work or their person for whatsoever manner of dissemination or publication that the Conde Duque Cultural Centre were to deem appropriate in relation to the residency programme and/or its activity.

The beneficiaries must comply with the rules and regulations of the Conde Duque Cultural Centre and with the work dynamics, in addition to maintaining a civic behaviour and respecting the facilities and common areas of the centre and its rules of use.

Other considerations

Informative Clause on the Processing of Personal Data

Personal data of the representatives and interlocutors of the entities participating in the call will be included in a personal data file for management of the selection process of candidates for six artistic residencies for the development of performance arts projects in the two rehearsal rooms of Conde Duque Cultural Centre and a technical residency in the centre’s theatre in the following terms:

Data controller: Madrid Destino Cultura Turismo y Negocio, S.A., holder of Tax ID (CIF) No. A-84073105 and registered offices at the Conde Duque Cultural Centre, Calle Conde Duque, 9-11, 2º Planta (C.P. 28015) Madrid.

Contact details: convocatoria@condedudemadrid.es.

Data Protection Officer: ComiteLOPD@madrid-destino.com

Purpose: Management of the selection process for candidates for artistic and technical residencies at the Conde Duque Cultural Centre and, in the event that the candidature is selected, for management and performance of the established contractual relationship (including management of the legal file, accounts management, compliance with tax, transparency and control obligations).

Recipients: Personal data are not expected to be disclosed to third parties, except under a legal obligation (for compliance with tax, transparency and control obligations), court order or those necessary to make payment of the financial amount of the prize.

With regard to candidates selected for each of the residencies, the candidature will be published on the website <https://www.condeduquemadrid.es/> and on the Transparency Portal of the website www.madrid-destino.com as the electronic office where MADRID DESTINO publishes the information it is legally required to report pursuant to Law 19/2013, of 9 December, on transparency, access to public information and good governance.

Data storage period: Storage will be limited to the period necessary to comply with the contractual relationship and for the statutory period for civil, criminal, administrative actions or any other types of actions that might derive from the residency.

Lawful Basis: Consent of the data subject and/or the performance of obligational commitments assumed pursuant to the rules of the call.

Rights: Exercise of rights to access, rectification, erasure, data portability and restriction on processing or objection may be exercised by sending an email to ComiteLOPD@madrid-destino.com, with reference to the Conde Duque Residency Call 2019. The person making the request must identify themselves using their official ID document.

Participants' image rights:

The selected artists agree that their image may be captured in photographs and video taken at the Cultural Centre during the activity, in order to guarantee the peaceful use thereof to Madrid Destino for the dissemination of information or to promote the programme and its cultural activity, through the web pages of the cultural centres in which that activity is carried out, and to edit brochures, videos or catalogues compiling or promoting the activity of Madrid Destino, albeit without any commercial use being made of such material, under any circumstances, all the above for the maximum amount of time allowed by current legislation and for all national territories and media.

Acceptance of the terms and conditions:

Were they to be selected, the participants, by the mere fact of their having applied for the call, fully and unreservedly accept these terms and conditions, without prejudice to the signing of the corresponding documents relating to the rules of use and the conditions of the activity.

Any breach of these rules may result in the interruption of the artistic residency and the payment of the corresponding fee and also to the repayment of the fee if the Committee were to consider such a measure to be pertinent.

Any queries relating to this procedure will be dealt through the following email address: convocatoria@condeduquemadrid.es

Conflict resolution:

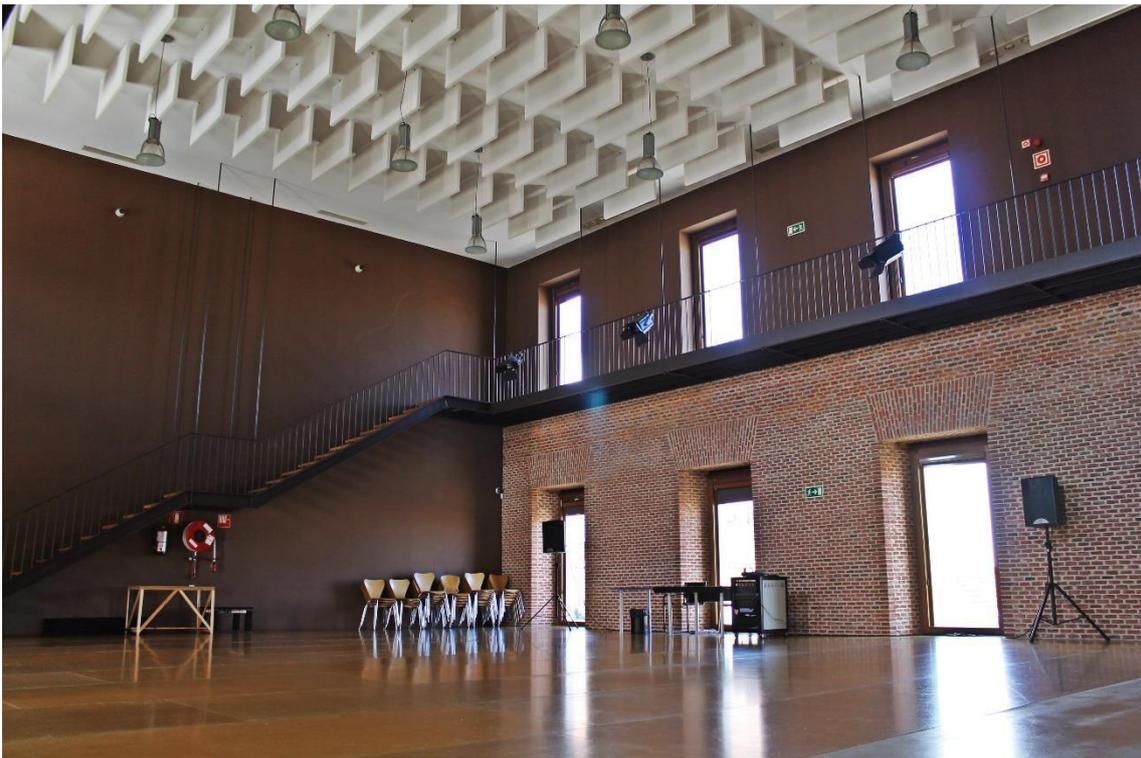
To resolve any issue or dispute arising out of the call, please write to MADRID DESTINO so that both parties may reach an amicable resolution. Were such amicable settlement not to be reached, the parties, expressly waiving their own jurisdiction, submit themselves to the Courts and Tribunals of the city of Madrid Capital.

In Madrid, on 12 December 2018

ANNEX I RULES FOR USING CONDE DUQUE REHEARSALS ROOMS



Dance rehearsal room. © Paco Gómez



Theatre rehearsal room. © Elena Revilla

Welcome to the Conde Duque Centre.

For the benefit of other artists and workers at the Centre, we hereby set out the following **rules for using the space:**

- Rehearsal rooms are located in the southern wing of the Conde Duque building. Access is via the Central Courtyard, heading left towards the main lobby of the Conde Duque Centre and crossing the South Courtyard. The rooms are located on the first floor.
- The first rehearsal day will need to have been booked with the person responsible for the room's usage, in order to be issued with appropriate authorisation. Use of authorisation is required for subsequent access to the room.
- Each room is 169 m², with north and south facing windows, and there is a mirror running along one side in the dance room. There are also toilets that are shared with other spaces.
- Dates and hours of use by your company will be advised when you confirm your rehearsal if your project is selected by the Centre.
- The room is not soundproofed and high sound levels can be heard in neighbouring offices, the South Courtyard and the adjacent rehearsal room. You must always ensure that sound levels are respectful of all other spaces.
- When finishing each rehearsal, leave the room clean and tidy, with no leftover coffee, food or papers. Please remove all materials, props or set design from the room. The room cannot be locked. All electronic equipment fitted in the room must be switched off after use.
- For evacuation purposes, the maximum occupancy of the room is 38 people.

Other considerations:

- **The room can only be used for rehearsals, and no other activities open to the public, or otherwise, are allowed to be held by the company, unless they have the Centre's express authorisation.**
- Do not place any objects in such a way that they obstruct or block emergency exits. Do not place any containers with any liquid in them on top of electronic devices or on their supports, racks, desks, etc.
- Lighting equipment at the Centre located in the room can only be used by Conde Duque technical personnel. If the company uses it, it accepts responsibility for unauthorised use of such equipment and any ensuing damage, for which it will be liable.
- If activities that are open to the public are being carried out in the adjacent rehearsal room, the Centre will ask the company to rehearse without music during such activities in order to avoid noise pollution between the rooms.
- If the air conditioning of the room were to be inappropriate or there were any issues with the space, the company should contact the Conde Duque switchboard (91 318 44 50) or the person in charge of managing rehearsals, whose contact details will be provided when the application for rehearsal or residency is confirmed.

Advertising activities and terms governing recording.

Conde Duque can carry out broadcasting and promotion of these rehearsals through its usual channels and media. In this case, Conde Duque will ask the company for images of the project, such as photos, brochures or the artists' résumés.

The company accepts and consents to the recording of rehearsals or showcases open to the public for ten (10) minutes for the purpose of coverage to promote Madrid Destino activity, a public sector company that manages such activities at Conde Duque. It also consents to the recording or capturing of all or part of the activities in photographic, audio or video format for Conde Duque filing and documentation purposes (which under no circumstances will be sold).

The company, at its own risk and initiative, and at no cost to Conde Duque, can record and/or photograph rehearsals for filing and documentation purposes, which under no circumstances will be sold. At least 15 minutes' playtime is allowed solely for the purpose of promoting the company or activities.

In any case, recording and/or photography will be subject to the following terms and conditions:

1. The company is to meet legal requirements, apply for and obtain permits and authorisations as required to carry out such recording and/or photography, in particular, any that refer to copyright, assignment of image and exploitation rights. The company or, as applicable, the organisation it hires to carry out recording and/or photography or individuals that do so with its consent must be in possession of such permits, authorisations and/or assignments at the time of recording and/or photography or broadcasting. Including, as applicable, individuals that appear in it.
2. Recording and/or photography of a rehearsal or open showcase should not in any way result in disruption of programming, neither can it be done if it disturbs the audience or technical personnel in any way, which shall not be recorded in such a way that they can be identified, unless their express authorisation has been obtained and under their sole responsibility.

During activities open to the public organised by Conde Duque in the rooms, in the event that the company wishes to record its performance, tracking shots are forbidden in order to avoid obstructing views. Use of any other type of fixed or mobile camera shooting that causes acoustic disturbance or obstructs the view of the audience will not be allowed.

Similarly, the company and participants accessing the Centre's spaces will at all times abide by times and instructions established by Conde Duque for setup and testing activities.

3. In the resulting recording's credits, the words "with the support of Conde Duque" should be shown prominently. Furthermore, the Centre's logo and that of the Arts Governance Department of the Madrid City Council shall appear in a proportionate size and shall use print characteristics and a running time that will allow for a clear

identification in the credits, once agreed and approved by the person designated for such purposes by Conde Duque.

4. The company is to provide Madrid Destino with a copy of the recording and/or photography.
5. This authorisation does not provide for the broadcasting of the rehearsal; if the company wishes to do so, it will require express authorisation.

ANNEX II. THEATRE RIDER FOR TECHNICAL RESIDENCY

Hours: 9 AM to 3 PM and 4 PM to 10 PM (excluding weekends, where a single shift per day will be agreed with the Centre's Technical Office)

| CONDE DUQUE THEATRE | |
|---|--|
| ADDRESS | |
| ADDRESS: Calle Conde Duque, 9 POSTCODE: 28015 PHONE NUMBER: (+34) 915 885 165 Web: http://www.condeduquemadrid.es/ | |
| TRANSPORT | |
| BUSES | METRO STATIONS |
| M2, 21, 1, 2, 44, 74, 133, 2, C | Ventura Rodríguez (L3), San Bernardo (L2, L4), Plaza de España (L2, L3, L10) |
| TECHNICAL STAFF WORKING HOURS | |
| BUSINESS DAYS | |
| ACTIVITIES | |
| Theatre / Dance / Concerts | |
| TECHNICAL COORDINATION | |
| FLOOR PLAN | |
| FORMAT: DWG / PDF UP-TO-DATE: YES | |
| LOADING ACCESS | |
| FOR: LORRIES DIMENSIONS OF LOADING DOOR: 3 METRES WIDE, 3.8 METRES HIGH | |
| DISABLED PERSONS | |
| ADAPTED ACCESS: YES TOILETS: YES | |
| BAR | |
| NO | |
| CLOAKROOM | |
| NO | |
| AUTOMATED KIOSK SALES | |
| NO | |
| TICKET OFFICE WITH COMPUTERISED SEAT SELECTION | |
| YES | |
| WI-FI | |
| NO | |
| HEATING AND COOLING SYSTEMS | |
| AIR CONDITIONING: YES HEATING: YES | |

THEATRE HALL

| | | |
|---|--|-------------------------|
| CAPACITY | | |
| TOTAL: 261 INSTALLED SEATS: 253 DISABLED SEATS: 4 COMPANION SEATS: 4 | | |
| DIMENSIONS: (IN METRES) | | |
| MAX WIDTH: 12 | DEPTH FROM PROSCENIUM OPENING: 17 | MAX HEIGHT: 7.76 |
| LEVELS: 1 | | |
| NO. OF ACCESSES TO STALLS: 4 | | |
| COMMENTS | | |
| Backstage access to dressing rooms through a door, and to crossover through a sliding door. | | |

STAGE

| | |
|--|--------------------|
| WIDTH: 17 | |
| PROSCENIUM OPENING: 11 | |
| RIGHT WING: 2.4 | LEFT WING: 2.4 |
| DEPTH: 12.35 | |
| FORESTAGE: NO | |
| HEIGHT: | |
| PROSCENIUM OPENING: 5 | STAGE-GRID: 8.5 |
| GRID-CEILING MAXIMUM: 3 (HIGHEST POINT) | MINIMUM: 0.5 |
| | STAGE TO STALLS: 1 |
| STAGE SLOPE: | |
| 0.00% | |
| STAGE FLOOR | |
| MATERIAL: WOOD | |
| IS NAILING POSSIBLE?: YES | |
| AREA: 187 M ² | |
| PERSONNEL LIFTS | |
| TERMISER UPRIGHT UL40 | |
| LOADING BAY (width x depth x height) in cm. | |
| 1350 X 3200 X 2950 | |
| FORKLIFTS | |
| (3,000 kg) | |

WORK SPACES

| |
|---|
| DRESSING ROOMS (NUMBER AND CAPACITY) |
| 3 doubles – 2 standard (8 pers.) |
| REHEARSAL ROOMS |
| 1 Dance / 1 Theatre |

HANGING PLOT

| | | |
|--------------------------------|--|------------------------|
| INSTALLED LINE SETS | | |
| MANUAL | NO.: 18 | NO. OF LINES: 5 |
| MOTORISED | NO.: 1 | MAXIMUM LOAD: 1,500 KG |
| FLY SYSTEM | | |
| BACKDROP: 1 | VELVET 2 (7.75 X 7) PANELS; TOTAL: 7 X 15 | COLOUR: BLACK |
| LEGS: 10 | VELVET 2 X 7 | COLOUR: BLACK |
| DROP SCENES: 1 + 4 | VELVET 3 X 14 / 2 X 14.5 | COLOUR: BLACK |
| CYCLORAMA | | |
| DIMENSIONS: 14 X 7 (White PVC) | | |

LIGHTING

| CIRCUITS | |
|---|---|
| MOTORISED ELECTRIC BATTENS: 4 | |
| TOTAL NO. OF CIRCUITS IN STAGE AREA: 48 + 5 5kW circuits | |
| TOTAL NO. OF CIRCUITS IN GALLERY: 60 (right wing) + 60 (left wing) + 5 5kW | |
| TOTAL NO. OF CIRCUITS IN HALL: 72 | |
| DIMMERS | |
| NO. OF CHANNELS: 240 X 2.5 kW / 12 X 5 kW | MODEL: STRAND LIGHTING SL-WALLRACK |
| DIGITAL SIGNAL | |
| CONNECTION POINTS: STAGE 6 / TOP CATWALK 10 / HALL 6 | |
| LIGHTING CONTROL DESK | |
| MODEL: ETC EXPRESS 250 CHANNELS | |
| HOUSE LIGHTS | |
| OPERATED FROM CONTROL (ROOM) | |
| LAMPS (NUMBER, WATTAGE AND BRAND) | |
| PC 24 1000W SELECOM 09 1000W CANTATA 04 2000W CADENZA FRESNEL 10 1000W CANTATA 10 2000W CADENZA FLOOD 14 ASYMMETRICAL 1000W ORION (for floor) 04 ASYMMETRICAL 1000W SPOTLIGHT (for to hang) PROFILE 08 1000W CANTATA 26°/44° 09 1000W CANTATA 18°/32° 08 1000W CANTATA 11°/26° 04 750W ETC SOURCE FOUR 25°/50° PAR 64 *Check with technical department | |

AUDIOVISUAL

| | |
|---|---|
| SOUND REINFORCEMENT EQUIPMENT | |
| NO. OF MICROPHONES: 04 SHURE SM58 , 04 SHURE SM57, 02 SHURE BETA 56-A, 01 AKG C-1000, 01- DI:BSS | NO. OF STANDS: 3 High / 2 Low |
| SOUND SOURCES: CD DENON DNC 100 P / CD RECORDER TASCAM RW900-SL / DVD SONY RDR AC-200 | |
| CONTROL EQUIPMENT | |
| CONTROL DESKS: YAMAHA LS9/32 | |
| SIGNAL PROCESSING ELEMENTS: CROSSOVER BSS AUDIO FDS-334T | |
| AMPLIFIERS (NUMBER, BRAND AND POWER) | |
| | |
| LOUDSPEAKERS | |
| MONITORS: 4 DAS SML 15-A (POWERED) | |
| PA: 4 MEYER SOUND UPA 1P, 2 SUBGRAVES MEYER SOUND USW 1P | |
| AUDIO PATCH | |
| STAGE BOX (ETHERSOUND) YAMAHA / SB168-ES (STAGE) | |
| PUBLIC ADDRESS SYSTEM | |
| MAIN CONSOLE: BM 8001 | |
| DI BOXES: 02 BSS DI - 1 / 02 Behringer DI100 Ultra-DI | PUBLIC ADDRESS LOUDSPEAKERS IN: DRESSING ROOMS, STALLS AND ENTRANCE HALL |
| INTERCOM | |
| NUMBER OF STATIONS: ALTAIR WBS 200 WIRELESS | SIGNAL POINTS: 3 WIRELESS VBP 200 BELT PACKS + BASE STATION |
| PROJECTION: | |
| PROJECTORS: Check with the Technical Department | |
| SCREEN: White 14 x 7 cyclorama, where applicable | |

