

Support for Creation'24 *Production*

Terms and Conditions

Contemporary Art
Collection

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Introduction

The "la Caixa" Foundation is keen to support professionals working in the art world and, as in this case, to offer artists funding and assistance to produce a work of art. It has a long and committed history of backing talent in the sphere of culture in general and the visual arts in particular, as borne out in its range of initiatives carried out over the years to offer opportunities to art professionals.

The "la Caixa" Foundation's commitment to contemporary art includes its prestigious **Contemporary Art Collection**, now approaching its fifth decade, and its **Support for Creation** programme, which comprises, since 2012, the **Comisart** call for projects by young curators and, since 2018, the **Production** call for projects by young artists .

Support for Creation'24: Production aspires to become a benchmark programme of support for artists in Spain and Portugal in need of funding and professional assistance to produce a work of art that will then be actively promoted.

Production is aimed at solo visual artists or groups of visual artists who:

- Are individuals aged 18 or older.
- Have already had their work exhibited on at least three (3) occasions.
- Have Spanish or Portuguese nationality or residency.

All members of any groups of artists should be aged 18 or older and at least one of them should have Spanish or Portuguese nationality or residency and should have already had their work exhibited on at least three (3) occasions.

The main aim of this programme is to enable artists to produce works of art that will then be actively promoted, either as part of an exhibition or through some other means of promotion.

The funding provided is broken down into two parts: artist's fees and production costs.

Once the work has been produced and an accompanying acquisition dossier submitted, it will be assessed by the "la Caixa" Foundation's Acquisitions Committee, which will decide whether or not to acquire it for the "la Caixa" Contemporary Art Collection.

Aim of the Programme

The "la Caixa" Foundation runs this two-yearly programme of support to give artists the opportunity to plan and produce a work of art.

Artists should have already secured the agreement of a third party to exhibit the finished work or to promote it by some other means, either in physical or digital format.

Through this programme, the "la Caixa" Foundation provides the selected artists with the following resources and expertise.

1. Ongoing support

The selected artists will benefit from:

- A support figure on hand to offer them advice and assistance as they develop ideas for their project before going on to produce the work of art.
- Input from members of the jury, who will be closely involved in the production process and may also offer artists intellectual insights if necessary. There will be regular follow-up meetings, either as in-person studio visits or as online meetings, and artists will be required to submit regular reports throughout the production process.

2. Funding

The amount of funding awarded will vary depending on the nature of the project and is broken down into two parts:

- Artist's fees.
- Production costs.*

Applicants should ensure that the amount for each part is clearly itemised in detail in their project proposal.

* Artists may choose to work with their usual professional contacts and suppliers of goods and services to produce their work of art. However, they will also be offered the opportunity to work with a range of professionals regularly employed by the "la Caixa" Foundation's Exhibitions and Collection Department.

3. Networking

The "la Caixa" Foundation will promote networking between the selected artists, the members of the jury and the various third parties that have committed to promoting the projects over time.

Applying to Take Part in the Programme

Applicants may submit project proposals free of charge.

Applicants should submit their project proposals and accompanying documentation via the “Calls for Projects” platform on the “la Caixa” Foundation website and follow the instructions provided.

All documentation should be submitted electronically in the required format.

As a first step, applicants need to register themselves on the platform, as set out on page 11 of these Terms and Conditions, before submitting their project proposal for this particular Call for Projects.

The form for submitting project proposals is available on the “Calls for Projects” platform on the “la Caixa” Foundation website: <https://convocatorias.fundacionlacaixa.org>. Applicants should complete all required fields on this form, taking care not to exceed the space provided in each section, and should not attempt to modify the original format of any documents.

By taking part in this programme, applicants implicitly agree to respect the jury’s decision as final.

Project Requirements and Assessment Process

Projects will be selected in two phases, followed by a third phase to assess possible acquisitions:

First phase: shortlisting of project proposals

In this first phase, applicants should submit a project proposal including:

- Project overview and timetable.
- Estimated budget.
- CV.
- Letter of commitment from a third party undertaking to promote the finished work of art.

The section “Submissions and Required Documentation” specifies the exact type of documentation and word limit required for each of these points.

In this first phase, the jury will assess the following aspects, from most to least important:

- The proposed project and budget.
- The artist’s professional career, personal statement and what they hope to achieve by taking part in the programme.
- The third party that has committed to promote the finished work of art, either by exhibiting it or by some other means.*

* Submissions will be rejected if they only provide a supporting letter without a firm commitment and undertaking to actively promote the finished work of art.

All projects should be original works of art: they should not have been previously exhibited or published either in part or in full.

A maximum of fifteen (15) project proposals will be shortlisted from all the submissions received.

The shortlisted artists who successfully pass this first phase will have up to one (1) month from the date they are notified to develop their project in greater detail with a view to giving a viva-voce presentation before the jury.

Project Requirements and Assessment Process

Second phase: final selection of projects to be produced

Shortlisted applicants who have successfully passed the first phase will then be required to present their projects in greater detail in the second phase, where the jury will assess the following aspects:

a. Plan for producing the project, including:

- Conceptual description of the project.
- Executive production plan, including a detailed timetable for the entire process.
- Detailed budget of production costs and artist's fees.*
- Estimated market value of the finished work of art.

* The production costs should include all taxes levied on goods and services, together with all corresponding documentation as proof of purchase and payment, which the "la Caixa" Foundation may request at any time.

b. Vice-voce presentation of the project before the jury. Applicants will be required to set out their projects in detail and answer any questions from the members of the jury both on their project and on their own professional career.

The "la Caixa" Foundation will decide unilaterally whether the shortlisted artists will give their vice-voce presentation to the jury in person or via video link and will give applicants adequate notice as to which format will apply to them. If applicants are required to give their presentation in person, the "la Caixa" Foundation will cover all travel and/or accommodation expenses for any applicants who live anywhere in Spain or

Portugal outside the province of Barcelona. In the case of shortlisted groups of artists, the "la Caixa" Foundation will only cover the travel and/or accommodation expenses for two (2) of the members of the group. Any applicants who are outside Spain or Portugal at the time will be required to give their vice-voce presentation via video link.

c. Outreach agreement with a third party.

The jury will also look favourably on projects that include an outreach programme designed to bring the work of art to a wider audience. This is not a mandatory requirement but will be viewed in a positive light.

At the end of the second phase, the jury will make their final selection of projects to be produced. The "la Caixa" Foundation will unilaterally decide the amount of funding to be awarded to each project, broken down into artist's fees and production costs. **The selected artists will then be required to sign a collaboration agreement with "la Caixa" Foundation and will have up to two (2) years from the date of signature to produce their work of art.**

Project Requirements and Assessment Process

Third phase: possible acquisition for the "la Caixa" Contemporary Art Collection

The finished works of art will be assessed by the "la Caixa" Foundation's Acquisitions Committee, which will decide at its next scheduled annual meeting whether or not to acquire any of the works for the "la Caixa" Contemporary Art Collection. The artists will be informed of the date of this meeting between fifteen (15) days and one (1) month in advance and will be required to provide the "la Caixa" Foundation with an updated acquisition dossier setting out the work's current market value (which may vary from that set out in the original project) at least one (1) month in advance of the meeting. Should any artists fail to respond to this request within the required timeline, the market value of their work of art shall be taken to be that set out in the original project.

If the "la Caixa" Foundation decides to acquire a work of art, the artist will receive the corresponding amount as detailed above, less the amount already paid to the artist to cover the production costs.

The artists undertake to wait at least one (1) month following the meeting of the "la Caixa" Foundation's Acquisitions Committee before either selling the work of art which received funding from the "la Caixa" Foundation, disposing of it in any other way or assuming any commitment that would be incompatible with the provisions of the previous paragraphs or with any other of these Terms and Conditions.

Should the possibility arise for the artist to sell the work of art in question to a third party or to dispose of it in any other way before the end of the stipulated period, the artist should contact the "la Caixa" Foundation, clearly setting out the details of the potential sale or the circumstances in which they might wish to dispose of it. In such cases, the "la Caixa" Foundation shall have preferential right of purchase to match the offer made by any third parties and to acquire the work under the same conditions. If the "la Caixa" Foundation should fail to respond within fifteen (15) days after having been informed of these details by the artist, the artist may take it as read that the "la Caixa" Foundation has chosen not to exercise its preferential right of purchase and the artist may choose to dispose of the work or sell it to a third party under the previously communicated conditions.

Grant Awarded by the "la Caixa" Foundation to Shortlisted Project Proposals

The "la Caixa" Foundation will award a grant of 1,000 euros (excluding taxes) to each of the individual artists whose project proposals have been shortlisted to go through to the second phase after successfully passing the first phase. In the case of groups of artists, a grant of 2,000 euros (excluding taxes) will be awarded, regardless of the number of artists included in the group. This grant from the "la Caixa" Foundation is designed to serve as remuneration for the time the shortlisted artists will need to spend developing their project in greater detail before presenting it in the second phase.

By taking part in this call for projects, applicants agree to treat any information regarding the "la Caixa" Foundation that they become aware of or are provided with in the strictest confidence. This information should only ever be used for the purposes of carrying out the projects in question.

Requirements for Applicants

Applicants should meet the following requirements:

- Applicants should be individuals aged 18 or over and have Spanish or Portuguese nationality or residency.
- Applicants should already have some professional experience under their belt and should have already had at least three (3) solo or group exhibitions. Applicants' career and professional experience will be carefully studied and will have a major bearing on the selection process: artists yet to embark upon a professional career will not be taken into consideration and need not apply.
- Applicants may apply as individual artists or as part of a group of artists.
- All members of any groups of artists should be aged 18 or older and at least one of them should have Spanish or Portuguese nationality or residency and have already had their work exhibited on at three (3) occasions.
- Applicants should submit a letter of commitment by a third party or national or international nonprofit organisation, institution or entity that has undertaken to exhibit the finished work of art or to promote it in some other way. Submissions will be rejected if they only provide a supporting letter without a firm commitment and undertaking to actively promote the finished work of art.

Submissions will not be accepted from:

- Legal persons, companies, entities or institutions.
- Applicants who fail to submit the required documentation in the correct order and within the stipulated word limit in a single operation and before the deadline.
- Applicants who have already signed a collaboration agreement with the "la Caixa" Foundation that remains in force for any of the Foundation's other programmes.
- Applicants who fail to meet any of the aforementioned requirements.

Registration Process for Applicants

Before submitting a project to any of the programmes run by the "la Caixa" Foundation, applicants need first to register on the "Call for Projects" platform on the "la Caixa" Foundation website:

<https://convocatorias.fundacionlacaixa.org>

Once applicants have registered themselves on the platform, their details will remain valid for a period of three (3) years and may be used to apply for any of the programmes run by the "la Caixa" Foundation during this period, provided that there are no changes in the applicant's circumstances that might affect the details stored on the platform or might invalidate any of the supporting documentation submitted.

Submissions will only be accepted from individuals (natural persons). Applications from legal persons, companies, entities or institutions will be rejected.

In the case of submissions from groups of artists, one member of the group should be designated as its representative and should follow the registration and submission process as an individual.

To accredit their identity, applicants should complete the required fields and submit a scan of one of the following forms of documentation: DNI (Spanish identity card), cartão de cidadão (Portuguese identity card), NIE or residence permit for Spain or Portugal. All identity documentation should be submitted electronically. No documentation will be accepted in physical format.

Applicants will automatically receive an email with their username and password for logging on to the platform, where they will be able to fill in the form to submit their project proposal along with any required documentation.

The "la Caixa" Foundation will study all the submitted documentation, check that everything is in order and send applicants an email confirming that they are now registered on the platform.

Applicants do not need to wait to receive a confirmation email before submitting a project proposal, but their submission will not advance beyond the assessment phase until they have been correctly registered on the platform.

Applicants whose submissions have been rejected because they were not submitted properly will not receive any notification from the "la Caixa" Foundation to this effect. However, all applicants can check the state of their submission on the "Call for Projects" platform. All applicants whose submissions have been properly submitted and duly assessed but have not been shortlisted to go through to the second phase will be emailed to this effect.

Groups of artists should designate one member to act in representation of the group. By submitting a project proposal in the name of the group, this designated member warrants that they have obtained the consent of the other members to include their details in the submitted project proposal.

Submissions and Required Documentation

Submissions form. Applicants should complete all required fields on the form, taking care not to exceed the space provided in each section, and should not attempt to modify the original format of any documents.

CV of applicant(s) summarising the artist's or group of artists' professional career. The CV should be no longer than 2,500 characters including spaces and should include the most salient details related to the following aspects:

- Place and date of birth and current places of work and residence.
- Academic background.
- Professional activity in the world of art.
- Awards, grants and scholarships.
- Works of art produced.
- Solo and group exhibitions.
- Any other activities relevant to the project.

Project to be produced. Applicants should submit a report in PDF format containing a brief overview of the proposed project in no more than 6,000 characters including spaces and no bigger than 5 MB in size. It should include the ideas behind the project, as well as a detailed timetable and a clear description of how it will be carried out. It should be written in English, Spanish, Catalan or Portuguese. It may also optionally include accompanying documentation to provide additional insights into aspects of the project (links to websites, online presentational videos, sound files, etc.). This additional documentation may help give the Selection Committee a sharper idea of the project, but its members are not obliged to take any such

documentation into account. All additional information should either be included in the same PDF file or, in the case of links or files in other formats, referenced therein.

Estimated budget. The budget should include the artist's fees and all the production costs broken down in detail. All amounts should include any taxes levied on goods or services. All expenses should be strictly related to the process of producing the work of art in question.

Letter of commitment from a third party. The project should be accompanied by a letter of commitment by a third party or national or international nonprofit organisation, institution or entity that has undertaken to exhibit the finished work of art or to promote it in some other way. It should clearly state the manner in which the finished work of art will be exhibited or promoted. It may be written in English, Spanish, Catalan or Portuguese and should be signed by the third party or organisation, institution or entity in question. Backing from a curator will be accepted only as support for the specific project in question and not as a general letter of recommendation.

Submissions Deadline

Projects may be submitted to the "la Caixa" Foundation's **Support for Creation'24: Production** programme until 5 pm (Central European Time) on 7 June 2024.

No further projects or accompanying documentation will be accepted beyond this deadline unless the organisation announces an extension.

Final Selection Process

The "la Caixa" Foundation will appoint a jury made up of three professionals from the international art world and a representative of the "la Caixa" Foundation. The jury will assess all submissions in accordance with the requirements set out in these Terms and Conditions and will draw up a shortlist of a maximum of fifteen (15) project proposals. Shortlisted applicants will be awarded a grant to enable them to develop their project in greater detail before going through to the second phase.

Shortlisted applicants will have between fifteen (15) days and one (1) month from the date on which they are notified that their project has been shortlisted to develop their project further in preparation for presenting it in greater detail. Once this period has elapsed, applicants will be required to give a viva-voce presentation of their project before the jury and answer any questions the members of the jury may choose to put to them. The jury will then make a final selection of the winning projects, which will receive support and funding to be produced. The list of the winning projects will be posted on the "la Caixa" Foundation website on 20 September 2024.

The names of the members of the jury will remain secret at the initial stage of the selection process and will only be made public once the list of the shortlisted projects has been released.

The jury's decision will be final, even if fewer than fifteen (15) projects are selected. The "la Caixa" Foundation is free to select as many or as few projects as it wishes up to a maximum of fifteen (15) and may decide to select none at all. The jury's final decision will be posted on the "la Caixa" Foundation website and the winning artists will be contacted in person.

Formal Details of the Collaboration

Collaboration agreement

Each artist selected in the second phase of the process will sign a collaboration agreement with the "la Caixa" Foundation setting out the terms and conditions of the collaboration and stipulating the series of deadlines to be met. Agreements with groups of artists should be signed either by all members of the group or by one member acting in representation thereof.

Funding

The funding provided will be broken down into artist's fees (funding–artist's fees) and production costs (funding–production costs).

In terms of the artist's fees, an amount corresponding to no more than 50% of the funding–artist's fees will be paid at the time when the collaboration agreement with the "la Caixa" Foundation is signed, and the remainder of the funding–artist's fees, together with the funding–production costs, will be paid in accordance with the agreed production timetable set out in the collaboration agreement signed with the "la Caixa" Foundation.

In terms of the production costs, all expenses relating to computing, electronic or peripheral devices should be justified by the selected artists and must be duly authorised by the "la Caixa" Foundation managers. The artist or group of artists should send an email to their contact at the "la Caixa" Foundation requesting authorisation to acquire this kind of equipment and should await an email in reply before proceeding.

The artist or group of artists undertakes to report back regularly on the project's progress throughout the entire production process, from the start until the work has been exhibited, displayed or in any other way promoted, in accordance with an agreed timetable established with the "la Caixa" Foundation. They also agree to remain in constant contact and correspondence with the "la Caixa" Foundation in order to notify the Foundation of any changes or alterations to the original agreed project; the "la Caixa" Foundation reserves the right to reject any such changes or alterations it views as unjustified.

The artist or group of artists undertakes to submit the following documentation once the work of art has been completed:

- Final project report (description of the process of creating, producing, exhibiting and promoting the work with images or other visual means).
- Explanatory financial report for the project.
- Acquisition dossier for the work.

The final instalment of the funding–production costs will only be paid upon receipt of this documentation. Regardless of the figure set out in the signed collaboration agreement, the amount of this final instalment will be calculated based on the amount the artist or group of artists can actually accredit having spent.

The explanatory financial report should be drawn up in accordance with the stipulated format required by the "la Caixa" Foundation in such cases. It should include all costs

Formal Details of the Collaboration

directly related to the process of producing the work of art in question. In addition, all supporting documentation (invoices, receipts and other proofs of purchase), together with payment receipts, should be submitted via the means indicated by the "la Caixa" Foundation. Although no supporting documentation need be submitted for sums less than €20, the artist or group of artists should retain the supporting documentation in such cases and may be required by the "la Caixa" Foundation to submit it at a later date.

Given that Spanish income tax (IRPF) may have to be deducted from the funding—production costs, in order to minimise the artist's tax impact, the "la Caixa" Foundation agrees to increase its contribution to the funding—production costs by a percentage equivalent to the current rate of IRPF plus 2% in such cases.

Loan of the finished work

The "la Caixa" Foundation may request the loan of the finished work under favourable conditions for exhibitions organised under its own auspices, in collaboration with third parties and/or transferred to third parties, without prejudice to the commitment undertaken by a third party to exhibit or promote the work as set out in the collaboration agreement. It should be noted that although the "la Caixa" Foundation may request the loan of any work produced through funding provided by this programme, it is under no obligation whatsoever to exhibit any such work or to promote it in any other way.

Mention of the collaboration with the "la Caixa" Foundation

Throughout the entire lifetime of the work of art in question and on any occasion in which the work is used or exploited in any way, the artist undertakes to include an explicit mention that this work was produced thanks to support and funding from the "la Caixa" Foundation through its **Support for Creation'24: Production** programme in the exact terms and wording and including the required "la Caixa" Foundation logos as stipulated in the collaboration agreement.

The artists agree to take part in any activities related to their participation in this programme at the request of the "la Caixa" Foundation.