

Frequently asked questions

How many calls for projects will there be?

Three calls for projects are planned. The current call is for the redevelopment of three rooms by 2023 and will be followed by two more calls in the coming months for a total of nine rooms.

How many people can apply in a team?

Each team is made up of at least two people: an artisan and an artist, architect, interior architect or designer. A project leader must be designated from among the craftsman(s) and artist(s). Collaborators who are neither craftsmen nor artists, architects, interior architects or designers may be involved.

Can I be a member of several teams?

No. I can only be part of one and the same team for the same call for projects.

Can I apply again for the other two calls for projects?

Yes, it is possible to apply for the first call for proposals and then to apply for the two other calls for proposals that will follow in spring and autumn 2023. If a team's project is selected, it will not be able to apply again.

I work in an artistic profession. Can I participate in the project?

I can take part in the project as an adult natural person practising a craft (including as a manager or employee of legal entities) but I must be part of a team made up of at least one other person practising the craft of artist, architect, interior architect or designer.

The list of "crafts" is contained in the decree of 24 December 2015 (EINI15099227A).

I am an artist, architect, interior designer or designer. Can I participate in the project?

I can take part in the project as an adult natural person practising as an artist, architect, interior architect or designer (including as a manager or employee of legal entities) but I must be part of a team made up of at least one other person practising an art profession.

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What is the project budget?

The winning teams will each have a budget of €60,000 including tax to carry out their project. Teams may supplement this budget with additional external funding provided by a partner clearly identified in the project and previously approved by the Academy at the time of project selection.

Will the teams be able to receive additional funding from the project budget?

Teams may supplement this budget with additional external funding from a partner, who must be clearly identified in the proposal and pre-approved by the Academy at the time of proposal selection.

This additional funding may be the subject of a sponsorship agreement in cash, skills or in kind with the Académie de France à Rome - Villa Medici, which is eligible for the French tax system for sponsorship (tax reduction under articles 200 and 238bis of the French General Tax Code).

What is the remuneration of the selected teams?

The remuneration of the project amounts to 10 000 € for each winning team. It will be paid to each project leader and must be divided equally among the members of each team. This distribution must be communicated in advance to the Academy and the jury, which will be attentive to this question of fairness in remuneration.

What documents should be submitted for the application?

The application must be in the form of a dossier including a portfolio, a note of intent and a scanned copy of the proof of professional activity for each team member. These three documents must be uploaded on the dedicated application platform where the CV of each team member must also be attached.

What should be the format and electronic weight of the application?

The electronic weight of the electronic application file must not exceed 20 MB in total, and the number of documents submitted on the platform in electronic form must not exceed 10 units.

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What must the note of intent contain?

The content and format of the NOI are free. Applicants may attach to the note any explanatory text or graphic element that will illustrate the project (sketch, diagram, plan, section, axonometric projection, rendering, photomontage, etc.).

The note of intent must be uploaded in PDF format.

What should the portfolio contain?

The portfolio should present the works, projects and designs representative of the work of each member of the team, consisting at least of the craftsman and the artist, architect, interior architect or designer. Potential collaborators may also present their previous work.

The portfolio should be uploaded in PDF format.

What is the role of the project leader?

The project leader will be the main contact for the Académie de France à Rome - Villa Medici and will upload the portfolio and the team's statement of intent to the platform. He/she will sign the contract on behalf of the winning team and will be responsible for distributing the remuneration fairly among the team members.

In which language should I write the documents?

The portfolio, statement of intent, CV and biography can be submitted in English or French.

In which language will the auditions be held?

Auditions may be held in English or French, as appropriate.

What is the timetable for the project?

26 September 2022 at 3pm: opening of the application platform for the first call

30 November 2022 at 3pm: closing of the application platform for the first call

December 2022: examination of the applications by the jury; pre-selection phase of the finalist projects.

January 2023 - February 2023: selection phase

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First half of the year: final deliberation by the jury of the three final projects

Second half of 2023: delivery of the rooms

Spring 2023: publication of the second call for tenders

Autumn 2023: publication of the third call for tenders

The schedule is indicative and subject to change.

How will the pre-selection phase of the teams take place?

The jury will select the finalist applications in December 2022.

The pre-selected teams will be able to go to Rome to the Villa Medici to specify their project on site in a deliverable detailing their final in-depth proposal. The selection phase will be based on this visit to Rome. The Academy will cover the travel expenses of the teams, up to a maximum of €500 (including tax) per team. Accommodation for the teams at the Villa Medici, or if necessary, in a hotel that meets the criteria for the reception of the Academy's collaborators as defined by its board of directors, up to a maximum of 2 nights.

The deliverables proposed by the pre-selected candidates will be compensated at 1000 € including tax.

Shortlisted candidates will be invited to present their final proposal at an audition.

How will the travel and stay in Rome of the winning teams be organised?

The winning teams will be invited to come to the Villa Medici to implement their project and work on site with the Academy's teams. The dates of their stay(s) must be validated by the Academy beforehand.

During their stay in Rome, the Academy will pay for accommodation at the Villa Medici or, if necessary, in a hotel that meets the criteria for hosting Academy collaborators as defined by the Academy's Board of Directors, up to a limit of 15 nights for the duration of the contract.

Transport costs will be covered by the operation's budget.

How do I know if my application has been registered on the platform?

A confirmation of your application will be sent to you by e-mail. If you do not receive this confirmation, please check your junk mail or contact us at : reenchanter@villamedici.it