

**TERMS AND CONDITIONS OF PARTICIPATION IN THE  
INTERDISCIPLINARY RESIDENCE  
FOR YOUNG ARTISTS FROM UKRAINE PROGRAM  
"SPLOT UA RESIDENCY"**

**§1**

**General provisions**

- 1) These regulations define the rules of participation in the project entitled "**SPLOT UA Residency**" hereinafter referred to as the "**Project**" and the use of the forms of support provided for in the Project.
- 2) The organizer of the project is **Fundacja New Space** (New Space Foundation) (KRS: 0000457371) and **Science Now sp. z o.o.** (KRS: 0000436005) - both with headquarters at ul. Wspólna 54A / 8 in Warsaw.
- 3) The terms used in the regulations have the following meanings:
  - a) **The Organizer** or the **New Space Foundation** - Fundacja New Space (New Space Foundation) with its seat in Warsaw, ul. Wspólna 54A / 8, 00-684 Warsaw, entered into the Register of Entrepreneurs of the National Court Register kept by the District Court for the capital city of Warsaw in Warsaw, KRS number: 0000457371, NIP: 7010375314, REGON: 146620732,
  - b) **Co-organizer** or **Science Now** - Science Now sp.z o.o. with its seat in Warsaw, ul. Wspólna 54A / 8, 00-684 Warsaw, entered into the Register of Entrepreneurs of the National Court Register kept by the District Court for the capital city of Warsaw in Warsaw, 13th Commercial Division of the National Court Register under KRS number: 0000436005, NIP: 1132859300, REGON: 146313390, share capital: PLN 5,000.00,
  - c) **Recruitment Committee** - a committee appointed by the New Space Foundation and Science Now to select and choose Project Participants,
  - d) **Partners** - substantive, honorary and media partners with whom the New Space Foundation has signed cooperation agreements,
  - e) **Weekend meetings** - weekend events organized by the New Space Foundation and Science Now in three selected cities in Poland, during which workshops and group work are held,
  - f) **Open lectures** - open lectures conducted by Experts addressed to Partners, Participants, Mentors and other people who want to expand their knowledge, combined with networking events,
  - g) **Onboarding** - online meetings starting the program aimed at introducing the Participants to the Project, presenting a detailed agenda and thematic areas as well as inspirational meetings with Experts,
  - h) **Candidates** - persons applying for participation in the Project in the recruitment process conducted by the New Space Foundation and Science Now,
  - i) **Participants** - people aged 18 to 25 from Ukraine, currently residing in Poland, participating in the Project and working in teams of several people during its duration,
  - j) **Mentors** - foreign mentors invited by the New Space Foundation and Science Now to conduct content-related and organizational groups,

- k) **Experts** - experts selected by the New Space Foundation, Science Now and Partners to conduct Open Lectures, co-conduct the Weekend meetings and support the Participants with their knowledge within the thematic areas of the Project,
- l) **Project Coordinator** - a person appointed by the New Space Foundation and Science Now to lead and organize the Project, including the coordination of recruitment and organization of Weekend meetings and Open lectures,
- m) **Creative Concept** - the final result of teams' work describing the idea for a new product, service, artistic activity or initiative developed during the Weekend meetings and the entire Project,
- n) **Case study** - a case study explaining the idea developed during the Weekend Meetings and the entire Project, developed by Participants in three groups after the end of the Project and published on the Behance internet platform and possibly on other websites,
- o) **Team** - a team of employees and associates of the New Space Foundation and Science Now responsible for the organization of events (Convents, Open Lectures and Onboarding),
- p) **Certificate** - a certificate of participation that Participants receive at the end of the Project after presenting the Creative Concept.

## §2

### Intentions

- 1) The intention of the Organizer and Project Partners is to create a professional residency program combining various disciplines, such as science, art, design, culture and economy, in order to address the real challenges that Ukraine faces today and to develop social innovations that can be implemented in Ukraine in the future, including as part of activities aimed at rebuilding the country after the Russian invasion. The program is aimed at young Ukrainians and Ukrainian women staying in Poland because of the war in their country, who, under the watchful eye of experienced Experts and Mentors, will be able to use their talents to try to imagine and design a better future.
- 2) The project is the first initiative of the newly established SPLOT Institute, which is a joint initiative of the New Space Foundation and Science Now aimed at the development of creative competences as part of international, interdisciplinary projects implemented in the region of Central and Eastern Europe and more broadly in the world, in cooperation with an international group of experts and supporting organizations.

## §3

### Information about the Project

- 1) The project is implemented by the New Space Foundation and Science Now as an original undertaking and is supported under the 2022 Alumni Engagement Innovation Fund (AEIF) competition organized by the US Embassy in Warsaw and the U.S. State Department Exchange Programs Alumni Associations.
- 2) Participation in the Project is free and voluntary. The idea of the Project is group cooperation aimed at developing a vision of a better

future for Ukraine by the Participants. Participants are selected in such a way as to provide the group with optimal working conditions and obtain the best effect. In addition, as part of the project, Participants have a chance to cooperate with Experts and Mentors, including foreign Experts, which is a significant cognitive and developmental value. The Project assumes a high substantive level, which is also associated with high financing and significant expenditure on its implementation. The New Space Foundation, Science Now, Partners, Experts and Mentors expect the Participants to be involved in the project, as well as indicate that the resignation from participation will represent a significant loss for the group and for the entire Project. After the implementation of the Creative Concept, the Participants receive a Certificate of participation in the Project.

3) The project is carried out in English.

4) Deadlines:

1. The Project will take place from January to June 2023.
2. Recruitment of Participants will take place from November 7, 2022 to November 30, 2022, and in exceptional circumstances, additional recruitment may also be carried out during the Project implementation period.
3. During the program, there will be three stationary Weekend meetings (in Katowice: 3-5.03.2023, 24-26.03.2023 and Warsaw: 21-23.04.2023), which will be preceded by online onboarding meetings. Participants will also work between meetings in the remote formula. The project calendar is available at <https://ua.splot.institute/>.
4. The organizer reserves the right to change the dates of the project and the cities of realization of the Weekend meetings.
5. In the event of an increased risk of COVID-19, the organizer reserves the right to transfer the meetings planned in the stationary formula to the remote formula.
6. In the event of changes in the dates of onboarding meetings, lectures or weekend meetings, the Participants will be informed by the Organizer about the change of date by e-mail.

5) General supervision over the implementation of the Project, as well as the resolution of matters not regulated by these Regulations, belongs to the Project Organizer.

#### **§4**

##### **Purpose and tasks of the Project**

- 1) The project is aimed at young people (18-30 years old) interested in various fields of science, culture, entrepreneurship and others, who, under the guidance of experienced Experts and Mentors, will be able to engage their talent to jointly address the most important challenges facing Ukraine. The aim is to imagine a better future for Ukraine by proposing solutions that could be implemented there in the future.
- 2) The end result of the Project implementation will be the presentation, within the groups, of Creative Concepts describing ideas for a new product, service or initiative developed during the Weekend meetings and the entire program.

- 3) Work on Creative Concepts will be carried out both individually and as a team - during Weekend meetings and as part of remote work. During the Project, the Participants will cooperate with selected Experts and Mentors who will help them verify the substantive - scientific, creative and social - part of the project.
- 4) Project participants will be divided into teams, in which they will expand the topic for the Creative Concept on their own and under the supervision of Mentors, within one of the three thematic areas:
  - a) **Healing a city**
  - b) **Rewilding the night**
  - c) **Revitalizing education**

## **§5**

### **Project participants**

- 1) The project is aimed at people from Ukraine aged 18-30 who are currently residing in Poland in connection with the war in Ukraine.
- 2) Applications for the Project may be submitted by persons identifying themselves as creators, with interests in the field of, among others:
  - a) arts - including painting, sculpture, graphics, visual arts, etc .;
  - b) acting, dance, performance;
  - c) music and composition;
  - d) writing;
  - e) poetry;
  - f) architecture;
  - g) design;
  - h) science - including exact sciences, humanities and social sciences;
  - i) programming;
  - j) engineering;
  - k) other fields.
- 3) At the time of recruitment (sending the application), the Participant must be at least 18 years of age.

## **§6**

### **Recruitment rules and conditions for participation in the Project**

- 1) The decision to qualify for the Project will be made by the Recruitment Committee on the basis of the submitted documents required in the recruitment form, and then through recruitment interviews.
- 2) Applications for admission to the Project will be received from Candidates from November 7, 2022 to November 30, 2022. In exceptional circumstances, the Organizer may change the deadlines for submitting and evaluating applications.
- 3) The Organizer will contact the selected Candidates with whom an interview shall be conducted in the remote formula in the period from November 30 to December 19, 2022 at the time of their choice.
- 4) The Organizer will announce the official recruitment results between 18-23 December 2022 via e-mail.
- 5) Information on recruitment will be posted on the website <https://ua.splot.institute/>.

- 6) Applications must be submitted only via the IT system available at <https://ua.splot.institute/> in the "APPLY BY" tab. The application must be accompanied by:
  - a) CV (mandatory);
  - b) portfolio (optional);
  - c) a link to a website containing one's own work (optional).
- 7) Approximately 21 Candidates will be invited to participate in the Project.
- 8) Candidates will be informed about qualifying for the project by e-mail to the e-mail address provided in the form. In the absence of an address, the information will be provided by phone.
- 9) Candidates who successfully pass the recruitment process will be required to sign:
  - a) declaration of participation in the Project, the template of which is attached as [Appendix 1](#) to these Regulations;
  - b) a declaration of consent to the use of the image, the template of which is attached as [Appendix 2](#) to these Regulations;
  - c) an agreement regulating the copyright to works created during the Project, on the terms set out in § 9 of the Regulations, a template of which is attached as [Appendix 3](#) to these Regulations.
- 10) In the event of an insufficient number of Candidates, the Organizer reserves the right to conduct additional recruitment.
- 11) Commencement of participation in the Project takes place on the day of the first onboarding meeting and the completion and signing of all necessary documents indicated in the Regulations.
- 12) Incorrectly completed or incomplete documents will be rejected and the Candidate will not be qualified as a Participant.
- 13) The Participant may be excluded from the Weekend meeting or Project in the event of:
  - a) resignation from participation in the Project (confirmed by e-mail);
  - b) absences exceeding 20% of the entire period of the meetings, except for absences resulting from force majeure affecting the Participant, e.g. falling ill with COVID-19;
  - c) violation of the law or rules of social coexistence during the Project or in connection with participation in the Project;
  - d) uncultivated behavior during the Project or in connection with participation in the Project, in particular in case of showing disrespect to other people or dishonest behavior.
- 14) The Participant is obliged to report to the Organizer their willingness to resign from participation in the Project and the planned longer absence from the planned Weekend meetings.

## **§7**

### **Organization of the project**

- 1) Classes will be conducted by Mentors and invited Experts.
- 2) A detailed schedule of meetings will be established by the Organizer in cooperation with Partners and presented on the Project website. All possible schedule updates will also be posted on the project website.

- 3) The Organizer expects that the Participants will be on time all scheduled events organized as part of the Project.
- 4) The Project Organizer undertakes to provide essentially prepared teachers for conducting the classes.
- 5) All dates specified in these Regulations may be changed in the event of force majeure. In such a situation, the Organizer will set a new date and shall place an announcement on the project website and send information by e-mail to the Participants' addresses.
- 6) All events specified in these Regulations may be canceled in the event of force majeure. In such a case, the Organizer will place an announcement on the project website and send information by e-mail to the Participants' addresses.
- 7) "Force majeure" means an event external to the Organizer or Co-Organizer, of a nature beyond his control, which he could not have foreseen and could not avoid or the consequences of which could not be prevented. Force majeure is in particular: flood, fire, hurricane and other natural disasters, riots, strikes, terrorist attacks, epidemics, pandemics, including the COVID-19 epidemic threat, acts of war or their risk, radiation or contamination, introduction of safety measures related to the risk of similar events, death or sudden illness of a member of the Management Board of the Organizer or Co-Organizer or Mentor.

## **§8**

### **Fees**

- 1) Participation in the Project is free of charge.
- 2) The Organizer will reimburse costs of travel (by bus, train or car) of Participants to the Weekend Meetings within the territory of Poland, if a Participant files a reimbursement motion (Appendix 4 to these Regulations). The maximum amount of reimbursement to one Weekend Meeting (both ways) is 170 PLN per person. If Participants decide to travel together by car, the maximum reimbursement could be increased within reasonable limits. The reimbursement is based on the confirmation of purchase (ticket or receipt) and in case of car travel, based on kilometers traveled and a kilometer rate as indicated in the following regulation: Rozporządzenie Ministra Infrastruktury z dnia 25 marca 2002 roku w sprawie warunków ustalania oraz sposobu dokonywania zwrotu kosztów używania do celów służbowych samochodów osobowych, motocykli i motorowerów niebędących własnością pracodawcy (Regulation of the Minister of Infrastructure).
- 3) Should a Participant inform the Organizers of a need of accommodation during a Weekend meeting, the Organizers shall organize the accommodation at their own expense (on Friday and Saturday). The Participant should inform the organizers of such need regarding all Weekend meetings during the Onboarding meetings.
- 4) During the Weekend meetings, the Organizer provides the participants with refreshments.
- 5) The materials necessary to conduct the classes are provided by the Project Organizer.

### **Copyright**

- 1) The Participants shall retain the copyright for all of the Creative Concept's autonomous parts which they are the authors of. Authors may exercise the copyrights to their autonomous part of the Creative Concept without detriment to the other co-authors.
- 2) The copyrights to the Creative Concept as a whole shall be transferred by the Participants to the New Space Foundation and Science Now in a way that allows the Organizer and Co-Organizer the freedom to use the Creative Concept. The transfer shall take place on the basis of an agreement signed by the Participants.
- 3) The author's economic rights to the Creative Concept as a whole shall be transferred free of charge to the New Space Foundation and Science Now in all known fields of exploitation. The opportunity to participate in the Project and the knowledge, know-how, experience and contacts acquired in it shall be the equivalent for the Participants.
- 4) The author's moral rights to the Creative Concept as a whole will be partially limited in such a way as to enable efficient use of the Creative Concept in the future. The restriction referred to will not apply to the right to be an author of the work nor the right to sign the work with the author's name or pseudonym, or to make it available to the public anonymously; the contributors shall always be mentioned when the Creative Concept is used.
- 5) The New Space Foundation and Science Now shall be entitled to exercise the derivative copyrights to the Creative Concept as a whole, and be free to derive works from the Creative Concept.
- 6) The Organizers shall make the Creative Concept available to the general public under the CC BY-NC-ND 4.0 license, i.e. "Attribution - Non Commercial - No Derivatives 4.0 International".

### **§10**

#### **Cancellation of classes by the Project Organizer**

- 1) The Organizer reserves the right to cancel the classes for reasons beyond the control of the Organizer, in particular when the Mentor or Expert cancels the classes (Open Lecture / Congress / Onboarding).
- 2) Information about the cancellation of the classes will be posted by the Organizer on the project website and sent by e-mail to the Participants' addresses.

### **§11**

#### **Final Provisions**

- 1) Submitting an application for participation in the Project is tantamount to accepting the Regulations.
- 2) The Regulations are valid for the entire duration of the Project.
- 3) The Organizer reserves the right to amend these Regulations in the event that it is necessary due to the change in the rules of the Project implementation, as well as in the case of a written order to introduce certain changes by the authorities authorized to carry out the Project implementation control.
- 4) In the event of a decision by the institution co-financing the Project (i.e. the US Embassy in Warsaw or the U.S. State Department)

to discontinue the Project, the Organizer reserves the right to shorten the Project implementation period or cancel the project.

- 5) In the case referred to in points 3 and 4, the Participants are not entitled to any claims against the Organizer.
- 6) Contact to the Project Organizer: New Space Foundation, ul. Wspólna 54a / 8, 00-503 Warsaw; Science Now Sp. z o.o, ul. Wspólna 54a / 8, 00-503 Warsaw, e-mail address: [contact@splot.institute](mailto:contact@splot.institute).
- 7) In matters not included in the Regulations, the final decision is made by the Project Organizer.
- 8) In the event of circumstances unforeseen by the Organizer, the Regulations may be changed. Candidates and Participants will be notified of the change by the Organizer via e-mail. If one does not object to the change within 7 days from the date of receipt of the e-mail, one accepts the change. In the event the change is not accepted, the Candidate or Participant may express non-acceptance, in particular in the form of an e-mail. Failure to accept the change will constitute the basis for excluding the Candidate from the recruitment process and the Participant from the Project.

.....  
.....  
(Place and date)  
(Signature of the Participant)