RE-ENCHANTING VILLA MEDICI

FREQUENTLY ASKED QUESTIONS (FAQ)

Call for proposals for the interior design of the last three fellows' pavilions (G-H-I)

VILLA MEDICI

ACADÉMIE DE FRANCE À ROME

FREQUENTLY ASKED QUESTIONS (FAQ)

1. Presentation of the call for projects

How many areas are covered by the call for projects?

This call for projects concerns the interior design of the last three fellows' pavilions. They are identified as 'pavilions G-H-I' in the documents constituting this call for projects.

Who are the pavilions intended for?

The pavilions are intended to house some of the sixteen fellows staying at Villa Medici for one year (see Article 1.2 of the rules of the call for projects). During their residency, they are invited to pursue their research and/or creative work in a variety of disciplines: visual arts, writing, musical composition, film, architecture, performance, painting, and the history and theory of the arts.

In these pavilions, fellows may live alone, as a couple, or as a family with children. They may occasionally host guests, particularly collaborators.

Fellows whose pavilions do not have a workshop have access to a separate one in which to develop their artistic practice. Furthermore, if their practice allows (research, writing, drawing or painting, video editing, etc.), they may choose to work more or less regularly in their pavilion. This use of the pavilion as a workspace may also extend to their partner and/or occasional collaborators. Consequently, the spaces accommodate multiple uses simultaneously.

Does the project need to be designed for each of the three pavilions (G-H-I)?

Yes, candidates must develop their proposal for each of the three pavilions (G-H-I). Please note that the jury reserves the right to allocate the three pavilions (G-H-I) amongst several winning teams if the quality of the projects warrants it.

2. Application procedures

Which professions are eligible to apply?

The call for projects is open to architects, interior architects and designers.

Submitted projects must necessarily involve the participation of craft professionals specialising in the following fields (see Article 2 of the rules of the call for projects).

Architects, interior designers and/or designers involved in the project must demonstrate one of the following professional statuses:

- Be a self-employed professional practising in the relevant field;
- Be registered with the Ordre des Architectes ;
- Be registered in the Trades Register or the Business Register;
- Be registered with the European Business Register (EBR);
- Be a director or employee of a company or SME (within the meaning of European Commission Recommendation 2003/361/EC of 6 May 2003 and any amendments thereto in line with regulatory developments).

Candidates who do not hold French nationality must provide proof of one of the professional statuses corresponding to the French requirements or submit a self-certification as proof of professional activity. The Academy reserves the right to examine these supporting documents after applications have been submitted.

The following are excluded from participation:

- Any director, employee, staff member, board member or member of a governing body of the French Academy in Rome – Villa Medici, the Manufactures nationales – Sèvres et Mobilier national, or the Fondation Bettencourt Schueller, as well as any spouse, ascendant or descendant of such a person;
- Any member of the competition jury, as well as any spouse, ascendant, descendant or employee of such a person;
- More generally, any person involved directly or indirectly, in any way whatsoever, in the organisation of this competition.

Can I apply as part of a team?

Yes. Applications may be submitted by an individual, a firm or a professional association working in the fields listed above.

I have already applied to a call for projects as part of *the Re-enchanting Villa Medici* initiative. Can I apply to this call for projects?

Yes. Candidates who have replied to one or more calls for projects organised as part of previous phases of the *Re-enchanting Villa Medici* initiative may apply to this call for projects.

I am not a French national. Can I apply for this call for projects?

Yes. The call for projects is open to French or foreign architects, interior architects and designers, with no age limit or nationality requirement. These conditions also apply to craft professionals involved in the proposed project.

Candidates who do not hold French nationality must provide proof of one of the professional statuses corresponding to the French requirements or submit a self-certification as proof of professional activity. The Academy reserves the right to examine these supporting documents after applications have been submitted.

Please note that applications may be submitted in French or English.

Am I required to involve one or more craft professionals in my project? If so, under what conditions?

Projects must necessarily include one or more collaborations with craft professionals who must be identified in the application (see Article 3.1 of the rules of the call for projects) and practise one of the craft trades listed in the annex to the decree of 24 December 2015 (NOR: EINI1509227A), as it may be amended or supplemented at a later date in line with changes to the regulations.

The following are excluded from participation:

- Any director, employee, staff member, administrator or member of a governing body of the French Academy in Rome – Villa Medici, the Manufactures nationales – Sèvres et Mobilier national or the Fondation Bettencourt Schueller, as well as any spouse, ascendant or descendant of such a person;

- Any member of the competition jury, as well as any spouse, ascendant, descendant or employee of such a person;

- More generally, any person participating directly or indirectly, in any way whatsoever, in the organisation of this competition.

These professionals must be involved in all or part of the layout and furniture elements proposed in the refurbishment project for the selected space (see Article 5.5 of the rules of the call for projects).

What is the role of the project leader?

An application submitted by a firm or an association of professionals must include a project leader. In the case of an application submitted by a single person, the candidate will automatically be identified as the project leader.

The designated project lead will act as the Academy's sole point of contact during the selection and phase and, if the project is successful, throughout all phases following the closure of this call for projects.

Following the final interview, the shortlisted teams, including the winning team, will receive a fee corresponding to the delivery of a deliverable (see Article 6.5 of the rules of the call for projects). This remuneration, as well as that provided for in Article 7.1: Remuneration of the winning team of these rules, will be paid by the Academy to the project leader, with the team responsible for deciding on its internal distribution.

This deliverable will be examined by the jury in order to select the winning team. If selected, the winning project leader will be responsible for the following tasks:

- Preparation of the Final Preliminary Design (APD);
- Drawing up detailed plans for the bespoke furniture. These documents will be incorporated into the Tender Documents (DCE) prepared by the project manager (namely the technical design office selected by the Academy via a public tender);
- Artistic supervision of the works, in conjunction with the Academy;
- Coordination of the work of craft professionals and any partners involved in the project.

What documents must be submitted with the application?

Each application, written in French or English, must include:

- A **portfolio**;
- A **presentation of the interior design project** for all three pavilions (G-H-I);
- A **scanned copy of proof of identity** for the project leader and the members of the candidate team;
- A **scanned copy of proof of professional activity** for the project leader and the members of the candidate team (see Article 2.1 of the rules of the call for projects).

These documents must be uploaded in PDF format to the dedicated application platform after completing the online application form. It is essential that the filenames of each document begin with the name of the candidate, the firm or the association (e.g. for Mr Dupont's application: "dupont_portfolio.pdf", "dupont_project.pdf", etc.) and contain no accents or special characters (e.g. £, *, #, (), ^, etc.).

The total file size of the digital application must not exceed 20 MB.

What should the portfolio contain?

The purpose of the **portfolio** is to present the candidate team and the craft professionals involved in the project.

It must contain:

- The **composition of the candidate team** and the **craft professionals** involved in the project;
- A **detailed curriculum vitae** of the project leader, the members of the candidate team and the craft professionals involved in the project;
- A **description, with visuals, of projects of a similar scale previously carried out** by the project leader, the members of the candidate team and the craft professionals involved in the project (specifying for each project the roles held and the work carried out, the date of completion, the name of the client and, where applicable, the cost of the works).

What should the presentation of the interior design project contain?

The purpose of **the interior design project** is to describe the project for all three pavilions (G-H-I).

It must contain:

- A **cover page summarising the application**, including: the identity of the project leader, the full names of the members of the candidate team and the craft professionals involved in the project;
- A **second page detailing the candidate team**, including: short biographies of the project leader, the members of the candidate team and the craft professionals involved in the project;
- A **third page with visuals reflecting the past work** of the project leader, the members of the candidate team and the craft professionals involved in the project;
- A **fourth page summarising the main features of the interior design project**, including: a description (maximum 30 lines) and one or two images representative of the project.

This presentation will be followed by a **descriptive document of the proposed interior design project,** including:

- Sketches or diagrams;
- A site plan of pavilions G and I on the ground floor and of pavilion H on the first floor (scale 1:200);

- A plan (scale 1:50), two significant sections (scale 1:50) and at least two 3D renderings of the project;

- Details of the fit-out, furniture and materials used;

- A total budget accompanied by a detailed budget for each pavilion, including the applicable VAT (20% for purchases and work carried out in France, 22% for those carried out in Italy).

Candidates may include other visual elements such as photomontages, axonometric projections and/or details of the references used.

The entire presentation must not exceed 1,500 words (excluding titles and captions).

In which language should I write the documents?

Documents must be written in French or English.

How do I submit my application?

Applications must be submitted online by 30 October 2026 at 12 PM (CET, Paris time) via the Academy's application platform, accessible via the following link: https://reenchanter.villamedici.it.

Each application must present a project for all three pavilions (G-H-I).

The Academy reserves the right to accept applications submitted via the platform after this time, provided they are received before the platform closes.

Submission of an application implies acceptance of these rules.

All applications submitted are confidential. Access to them is restricted to the Academy and the selection panel.

How can I check whether my application has been successfully registered on the platform?

To finalise your application, you must complete all required fields, read the rules for the call for projects and click on 'Submit application'. Confirmation of the submission will be sent by email. If it does not arrive at the address provided, please check your spam folder carefully, as the email confirmation serves as proof of submission.

3. Timeline of the call for projects

What is the provisional schedule for the call for projects?

The call for projects will follow the provisional schedule below:

- **22 June 2026 at 12 PM** (CET, Paris time): Opening of the application platform;
- **30 October 2026 at 12 PM** (CET, Paris time): Closing of the application platform;
- **Mid-December 2026***:* Examination by the jury of the applications and selection of the candidate teams for the stay in Rome;
- **11–14 January 2027:** Stay at Villa Medici of the shortlisted teams;
- **15 February 2027:** Submission of deliverables refined following the stay in Rome by the shortlisted teams;
- **Late February – early March 2027:** Examination of applications and interviews by the jury of the shortlisted teams in Paris;
- **Spring 2027:** Announcement of the winning team.

The construction works involved for the selected interior design project will be carried out between September 2028 and August 2029.

This schedule is indicative and may be adjusted as necessary by the Academy.

How does the shortlisting phase work?

After the closing date for applications, applications will be reviewed to verify their eligibility and compliance with the requirements set out in the rules of the call for projects.

Only complete applications that meet the requirements set out in these rules will be considered. Any false statement will automatically render the application invalid.

Complete and admissible applications will then be submitted to the jury for pre-selection. The jury will examine the applications in December 2026.

It will shortlist at least three candidate teams, who will be invited to elaborate on their interior design project in a deliverable whose specifications are set out in Article 6.5 of the rules for the call for projects.

What are the project selection criteria?

The selection of the winning project will be based on the following criteria:

- Artistic quality of the project;
- Technical feasibility of the project;
- Quality of collaboration with the craft professionals identified in the application;
- Compliance with the specifications, in particular: consideration of intended uses, ergonomics of the proposed elements, and respect for the structural elements of the three pavilions (G-H-I). Furthermore, consideration of logistical and maintenance issues, the proposal's long-term sustainability, and the choice of eco-friendly materials will be valued;
- Originality of the project and innovation;
- Adherence to the allocated budget, in particular: realistic and comprehensive costing.

Please note that the criteria mentioned above will be assessed equally by the jury without any scoring or weighting system.

My project was not selected. May I publicise my participation in the call for projects, and if so, under what conditions?

Projects may not be publicised for external communication purposes, in any medium, until the Academy's official announcement is made. After that date, any publicity by members of the candidates teams must be submitted to the Academy for approval.

What is the purpose of the stay in Rome for shortlisted teams? Are travel and accommodation covered?

The shortlisted teams will be invited to travel to Rome together, on a date chosen by the Academy (see Article 1.3 of the rules of the call for projects), to refine their project following an on-site visit. The project leaders of the shortlisted teams must be present during this visit.

Travel expenses for members of the shortlisted teams attending will be covered by the Academy up to a limit of €500 including VAT (five hundred euros all charges included) per team, upon presentation of valid supporting documents.

Accommodation for shortlisted project leaders will be covered by the Academy at Villa Medici, or where appropriate, in a hotel meeting the criteria for hosting Academy staff as defined by its board of directors, up to a maximum of 3 (three) nights.

What must the deliverable submitted to the jury by the shortlisted teams contain? Is it remunerated?

At the end of their stay in Rome, shortlisted teams must submit, by 15 February 2027 at the latest, a deliverable detailing their final, in-depth proposal and including the following elements:

- A presentation of the interior design project;
- The project (overviews, detailed views, layouts, etc.) with a complete list of materials used and a clear description of the layout of all elements;
- A list of the planned furniture;
- A detailed provisional budget covering team members' travel expenses for the entire duration of the project, purchases, etc. (with the appropriate VAT rates applied, namely 20% for purchases and work carried out in France, and 22% for those carried out in Italy, in particular work carried out by the main contractor: masonry, plumbing, electrical work and any supplies);
- A complete list of any sponsors and partners involved in the project;
- A schedule of production and work by craft professionals and/or any partners involved in the project.

The deliverable must also include the following communication elements:

- A biography (maximum 500 characters including spaces) of the project leader and the members of the candidate team, concisely presenting the craft professionals associated with the project;
- A photograph of the project leader and the members of the candidate team (head-and-shoulders portrait, portrait format, in colour, with faces clearly visible, with a minimum image quality of 72 dpi and the photographer's credits stated);
- An official website (if available);
- Social media accounts (Instagram, Facebook, LinkedIn; if available);
- A text summarising the project concept and the role of the craft professionals (maximum 350 characters including spaces).

Following the final interviews, the deliverables proposed by the shortlisted teams, including the winning team, will be remunerated up to €2,000 including tax (two thousand euros euros all charges included). This remuneration will be paid to the winning project leader, and it is up to their team to decide on its internal distribution.

Will travel and accommodation costs for the shortlisted teams attending the final interview be covered?

Shortlisted teams will be invited to present their final proposal at an interview to be held in February or March 2027.

Travel expenses for shortlisted teams will be covered by the Academy up to a limit of €500 including VAT (five hundred euros all charges included) per team, subject to the submission of valid supporting documents.

In which language will the final interview take place?

The final interview will be held in French or English.

4. Specifications for pavilions G-H-I

Are pavilions G-H-I identical?

No. Although all three pavilions form part of the end pavilion, each has its own specific features. Furthermore, pavilions H and I have undergone significant alterations since their original construction (see Appendices 1 & 2 of rules of the call for projects).

a) Pavilion G

Pavilion G is on the ground floor. It is situated below pavilion H and is semi-detached from pavilion I, with which it shares a porch. It has a living area of approximately 65m² and a garden of approximately 43m². The pavilion comprises a living room, a bedroom, a kitchen, a bathroom and a toilet. The loggia consists of three French windows, and the fireplace is situated in the centre of the west gable wall (see Appendix 1 of the rules of the call for projects).

b) Pavilion H

Pavilion H is situated above pavilions G and I and is accessible via an external staircase. Its living area is approximately 138m² with a terrace of approximately 68m². The pavilion comprises a kitchen, a utility room, a living room, three bedrooms, two bathrooms and a workshop.

c) Pavilion I

Pavilion I is on the ground floor. It is situated below pavilion H and is adjoining pavilion G, with which it shares a porch. Its living area is approximately 85m² with a garden of approximately 110m². The pavilion has a kitchen, a utility room, a living room, a bedroom, a bathroom and a cloakroom, which is currently separate from the pavilion.

Does the interior design proposal have to be identical for all three pavilions?

No. For each proposal, candidates must develop a living scenario corresponding to the following scenarios:

- Scenarios for pavilion G: single fellow, couple, with one to two children;
- Scenarios for pavilion H: single fellow, couple, with one to three children;
- Scenarios for pavilion I: single fellow, couple, with one to two children.

However, each proposal must ensure sufficient flexibility to adapt to the other scenarios.

Furthermore, the existing spaces must be redesigned in accordance with the following requirements:

- Pavilion G must be designed for people with reduced mobility (PRM);
- Pavilions G and I share a porch. Access to pavilion G via this porch must be maintained, and a proposal for the porch's refurbishment must be submitted to the workshop. Access from pavilion I to this porch will be removed;
- The cloakroom adjoining pavilion I must be incorporated into the living space of the pavilion.

Should the interior design proposal for pavilions G-H-I include elements common to all three pavilions?

Yes.

a) Lighting

Candidates must propose a scheme rethinking the lighting and the positioning of sockets and switches throughout the various spaces in pavilions G-H-I.

The list of lighting fixtures used (pendant lights, wall lights, floor lamps, etc.), as well as their technical specifications, must be specified.

Lighting proposals for the bathroom must comply with current Italian and/or European regulations.

b) Storage spaces

The interior design proposals for each pavilion (G-H-I) must include at least the following storage solutions:

- Storage solutions for clothes;

- Storage solutions for books;

- One or more storage solutions for cleaning products and other household items.

Are there any restrictions and/or recommendations regarding the interior design project for pavilions G-H-I? If so, what are they?

Yes.

1. Restrictions and recommendations regarding interior design

a) Original features

Certain elements currently present in pavilions G-H-I date back to the original construction of these pavilions. As such, they cannot be included in a proposal. These elements are:

- The floor of the living room in pavilion G;

- The height of the suspended ceilings. However, it will be possible to install a system that alters this height, provided that the alteration is reversible.

Please note that a proposal to alter the partitions may be considered if such alterations are essential to the project's implementation, subject to approval by the French Academy in Rome in consultation with the architect responsible for historic monuments. Existing features that do not correspond to the original plans may be subject to alteration (see Appendix 1 & 2 of the rules of the call for projects).

b) Technical elements

Certain elements currently present in pavilions G-H-I fulfil essential technical functions. As such, they must be retained or redesigned in accordance with the following conditions:

- The position of water supply and drainage points in the bathrooms may be relocated provided they remain close to their current location;

- The position of water supply and drainage points in the kitchens may be moved provided they remain close to their current location;

- Wi-Fi hotspots and landline telephones must be integrated.

c) Requirement for reversibility

Any interior elements added as part of the interior design proposals and any work carried out on the original floors must be reversible.

The Academy draws candidates' attention to the fact that any planned work (purchases, supplies, etc.) must be costed in the budget provided by the

candidates. The costs associated with restoring the original elements to be retained must also be included in this budget.

2. Restrictions and recommendations regarding materials and supplies

a) Finishes

All paint must be associated with a RAL or NCS code or clearly identified supplies.

Proposals for floor coverings using carpet will be excluded. Regarding fabric coverings, it is recommended to use outdoor fabrics or, at the very least, fabrics that are highly durable and easy to clean.

Wall coverings must be suitable for regular domestic use.

Finally, vertical walls must be fitted with skirting boards, the finish of which is left to the discretion of the candidates.

b) Bathroom fittings

The bathroom fittings proposed must be readily available for purchase on the Italian market. Furthermore, the Academy may propose specific tap models to facilitate the maintenance of the fittings.

c) Electrical and lighting fittings

Sockets and switches must comply with Italian standards. Furthermore, the lighting fixtures proposed must be easily repairable and must not be excessively complex (for example, when changing a bulb).

d) Furniture

The furniture items proposed must comply with the standards applicable in France or Italy for domestic interior furniture. They must also meet requirements for durability and ease of maintenance, and be suitable for frequent domestic use. Finally, all materials used for the furniture items must be fire-retardant and/or non-combustible.

Should the interior design proposal for pavilions G-H-I incorporate the furniture line that won the previous *Re-enchanting* call for projects for fellows' pavilions?

Yes. A call for projets launched in October 2025 led to the selection of the furniture line designed by Robert Stadler. This line will be produced and installed in the fellows' pavilions A to I.

This furniture line plays on the simple geometry of the pavilions' architecture, seeking to soften it through its visual lightness. Practical and robust, the various pieces of furniture created facilitate the transition between work and rest, allowing for flexible use according to the fellows' wishes.

This furniture line comprises the following items (dimensions: width x depth x height):

- A chair with or without armrests (60x50x80cm or 46x50x80cm);
- An armchair (77x67x80cm);
- A sofa (154x67x80cm);
- A bedside table (65x30x43cm);
- A rectangular table (130x75x74cm);
- A round table (diameter 125cm, truncated along a 75cm chord to allow assembly with the rectangular table, height 74cm);
- A movable screen (150x46x180cm) with built-in storage (130x46x75cm).

These pieces of furniture consist of metal frames with coloured finishes.

Details regarding the technical specifications of the furniture pieces should be provided to candidates following the shortlisting phase. However, candidates undertake, prior to the shortlisting phase, not to contact the winning designer to obtain information about their project.

Should the furniture currently in the pavilions be incorporated into the project?

The interior design project may reuse one or more pieces of furniture from the Academy's collections.

4.1 Specifications for the interior design of pavilion G

Must the project for Pavilion G include specific interior design proposals?

Yes. Candidates are expected to submit proposals for the interior design of the following spaces in pavilion G:

- The living room;
- The bedroom;
- The kitchen;

– The bathroom and toilet;

– The porch.

Please note that pavilion G must be designed for people with reduced mobility (PRM). As such, the interior design of the aforementioned spaces must include all the modifications necessary to ensure accessibility.

Beyond regulatory requirements, the accessibility of pavilion G must ensure positive ergonomics whilst integrating into an ambitious artistic project. Exceptions may be made to the restrictions on altering original features if this proves necessary to ensure accessibility.

a) Requirements for the living room layout

The living room is designed to accommodate between one and six people at a time and to serve the following purposes: eating, working, hosting, sleeping and storing.

As fellows living in this pavilion may have up to two children, the interior design of the living room must allow for the installation of a bedroom if required. Furthermore, as they may have visitors, the living room must include an additional double sofa bed or fold-away bed (standard total dimensions 160x200cm).

b) Requirements for the bedroom layout

The bedroom is designed to accommodate one or two people at a time and to serve the following purposes: working, sleeping and storing.

Please note that the dimensions of the beds provided must be standard (single bed: 90x200cm, double bed: 160x200cm).

c) Requirements for the kitchen layout

Proposals for the kitchen layout must be suitable for long-term domestic use. They must include at least:

– Appliances: fridge, electric oven, four-ring induction hob;

– Plumbing fixtures: a sink with a drainer;

– Storage space: for crockery and other kitchen utensils, for food, and for five to six small bins for waste sorting.

d) Requirements for the bathroom and toilet layout

Proposals for the bathroom and toilet layout must be suitable for long-term domestic use. They must include at least:

– Sanitary fixtures and taps: a partially or fully enclosed shower or a bath, a toilet, a washbasin;

– Accessories: a mirror, a washing machine, a towel rail, a soap dish;

– One or more storage spaces: a cabinet or other storage solution (shelves, coat hooks, etc.).

e) Requirements for the porch layout

Pavilions G and I share a porch. Any proposals for the development of this space must maintain access to pavilion G and redesign the porch as a workshop. Furthermore, access from pavilion I to this porch must be removed.

4.2 Specifications for the interior design of pavilion H

Must the project for Pavilion H include specific interior design proposals?

Yes. Candidates are expected to submit proposals for the layout of the following spaces in pavilion H:

– The living room;

– The three bedrooms;

– The kitchen;

– The two bathrooms and the toilet;

– The workshop.

a) Requirements for the living room layout

The living room is designed to accommodate between one and six people at the same time and to serve the following purposes: eating, working, hosting, sleeping and storing.

As the fellows living in this pavilion may have up to three children, the interior design of the living room must allow for the addition of a bedroom if necessary. Furthermore, as they may have visitors, the living room must include an additional double sofa bed or fold-away bed (standard total dimensions 160x200cm).

b) Requirements for the three bedrooms layout

The bedrooms are designed to accommodate one or two people at a time and to serve the following purposes: working, sleeping and storing.

Please note that the dimensions of the beds provided must be standard (single bed: 90x200cm, double bed: 160x200cm).

c) *Requirements for the kitchen layout*

Proposals for the kitchen layout must be suitable for long-term domestic use. They must include at least:

- Appliances: fridge, electric oven, four-ring induction hob;
- Plumbing fixtures: a sink with a drainer;
- Storage space: for crockery and other kitchen utensils, for food, and for five to six small bins for waste sorting.

d) *Requirements for the bathrooms and toilets layout*

Proposals for the bathrooms and toilets layout must be suitable for long-term domestic use. They must include at least:

- Sanitary fixtures and taps: a partially or fully enclosed shower or a bath, a toilet, a washbasin;
- Accessories: a mirror, a towel rail, a soap dish;
- One or more storage spaces: a cabinet or other storage solution (shelves, coat hooks, etc.).

e) *Requirements for the workshop layout*

The workshop is intended to serve the following purposes: working and storing.

Proposals for the layout of this space must allow it to be used as a flexible workspace. To this end, candidates may propose solutions for work surfaces, storage or other hanging systems (magnetic panels, for example).

4.3 Specifications for the interior design of pavilion I

Must the project for Pavilion I include specific interior design proposals?

Yes. Candidates are expected to submit proposals for the interior design of the following spaces in pavilion I:

- The living room;
- The existing bedroom and a new bedroom;
- The kitchen;
- The two bathrooms and the toilet;
- The cloakroom (currently separate from the living area of the pavilion).

a) Requirements for the living room layout

The living room is designed to accommodate between one and six people at the same time and to serve the following purposes: eating, working, hosting, sleeping and storing.

As fellows living in this pavilion may have up to two children, the layout of the living room must allow for the addition of a bedroom if necessary. Furthermore, as they may have visitors, the living room must include an additional double sofa bed or fold-away bed (standard total dimensions: 160x200cm).

b) Requirements for the two bedrooms layout

Pavilion I currently has only one bedroom. A second bedroom must be created. These rooms are intended to accommodate one or two people at a time and to serve the following purposes: working, sleeping and storing.

Please note that the dimensions of the proposed beds must be standard (single bed: 90x200cm, double bed: 160x200cm).

c) Requirements for the kitchen layout

Proposals for the kitchen layout must be suitable for long-term domestic use. They must include at least:

- Appliances: fridge, electric oven, four-ring induction hob;
- Plumbing fixtures: a sink with a drainer;
- Storage space: for crockery and other kitchen utensils, for food, and for five to six small bins for waste sorting.

d) Requirements for the bathrooms and toilets layout

Proposals for the bathrooms and toilets layout must be suitable for long-term domestic use. They must include at least:

- Sanitary fixtures and taps: a partially or fully enclosed shower or a bath, a toilet, a washbasin;
- Accessories: a mirror, a washing machine, a towel rail, a soap dish;
- One or more storage spaces: a cabinet or other storage solution (shelves, coat hooks, etc.).

e) Requirements for integrating the cloakroom into pavilion I

Pavilion I is adjacent to a cloakroom that is currently separate from the pavilion's living space. A proposal for integrating this cloakroom must be included in the interior design scheme devised by the candidates.

5. Funding

What is the remuneration provided for the winning project?

The remuneration of the successful project leader for the tasks referred to in Article 2.3 of the rules of the call for projects may amount to €30,000 including VAT (thirty thousand euros all charges included). In the event that more than one winning project is selected, the winning project leaders will be awarded, as remuneration, a maximum sum of €10,000 including tax (ten thousand euros all charges included) per pavilion won (pavilions G-H-I).

This will be paid in accordance with the following schedule:

- A 10% deposit upon signing the contract;
- 30% upon submission of the preliminary design (APD);
- 30% on commencement of works;
- 30% upon completion of the works.

This remuneration will be paid under a contract to be concluded between the successful project leader and the Academy, with the project leader's team responsible for deciding on its internal distribution.

Remuneration for services other than those referred to in Article 2.3 of the rules of the call for projects (services provided by craft professionals, any services provided by designers, etc.) must be included in the production costs.

What is the project's indicative production budget?

The budget allocated for the interior design of the three pavilions (G-H-I) may amount to a total of €300,000 including VAT (three hundred thousand euros all charges included).

This budget must include a 15% contingency allowance.

Can I receive additional funding on top of the project's production budget?

Yes. The winning team may supplement this budget with an external contribution in cash, in kind or in the form of expertise from a partner clearly identified in the project and who has confirmed their participation.

This contribution may be made under a sponsorship agreement for cash, expertise or in-kind contributions to be concluded with the Academy, and will enable the sponsoring company to benefit from the tax advantages associated with sponsorship in France for companies subject to French taxation (tax relief as set out in Articles 200 and 238bis of the French General Tax Code).

This contribution may also be made under a partnership agreement without tax relief, in the case of companies not subject to French law.

The Academy reserves the right to reject the partner selected for additional funding, if necessary.

6. Resulting from the call for projects for the winning team

If my project is selected, what will my responsibilities be?

If selected, the successful project leader will be responsible for the following tasks:

- Preparation of the Final Preliminary Design (APD);
- Drawing up detailed plans for the bespoke furniture. These documents will be incorporated into the Tender Documents (DCE) prepared by the project manager (namely the technical design office selected by the Academy via a public tender);
- Artistic supervision of the works, in conjunction with the Academy;
- Coordination of the work of craft professionals and any partners involved in the project.

Do I need to oversee the execution of the works?

No, the works will be carried out by a local technical design office identified by the Academy through a public tendering process.

When will the works take place?

The works required to carry out the selected interior design project will be carried out between September 2028 and August 2029.

Do I need to travel to Rome following the call for projects? If so, under what conditions?

Yes. The winning team will be invited to Villa Medici to finalise their project in collaboration with the Academy's teams.

The dates of their stay will be proposed by the Academy.

For members of the winning team travelling to Rome to carry out the tasks referred to in Article 2.3 of the rules of the call for projects, the Academy will cover transport and accommodation in a hotel meeting the criteria for hosting Academy staff as

defined by its Board of Directors, up to a maximum of 10 (ten) nights and subject to the following attendance requirements:

- Site visits;
- Construction start;
- Site monitoring (one to two visits);
- Practical completion.

7. Intellectual property rights

Can my project be modified or altered in the future?

Yes. The Academy is the owner of all elements produced as a result of this call for projects, without prejudice to the moral rights of the members of the winning team. Given the historical and heritage status of Villa Medici, the results of the interior design project for pavilions G-H-I are temporary and subject to change according to the Academy's needs and uses. As such, the Academy may decide to dispose of them or reuse them as part of a future installation or project, as well as make changes to the interior design of pavilions G-H-I resulting from the project. The winning team therefore acknowledges and accepts that the Academy may, at its discretion and at any time, decide on new fittings, which may alter all or part of the fittings installed following this call for projects, without such new fittings being considered a violation of the moral rights held by the Academy. The winning team hereby indemnifies the Academy against any claims in this regard.

If my project is selected, what happens to the rights of reproduction and performance?

The winning team undertakes not to reuse the essential features of its project's outcome in the context of new projects. It also undertakes to ensure that the results of this project constitute original works that do not infringe any pre-existing intellectual property rights and declares that it has full and unrestricted rights to all rights assigned below.

Reproduction for publication purposes of the elements created by the winning team is not permitted without the team's prior written consent. Should the Academy wish to publish any element created by the winning team, it undertakes to consult with the team to consider the contractual terms (including financial terms) under which it may do so.
The winning team shall transfer to the Academy, as and when the deliverables are handed over, all rights of reproduction, performance and adaptation in respect of the elements created and/or delivered in the course of carrying out the projects, including in particular the rights to reuse, reproduce, perform and adapt the results of their projects, exclusively and free of charge, worldwide, on all physical and/or digital media, for all purposes (advertising, archives, exhibitions, publications, corporate communications, etc.), and for the duration of the intellectual property

rights as provided for by international laws and treaties. It undertakes to obtain from its various members the assignment of their rights on equivalent terms, enabling them to fulfil the commitments set out in this article. It undertakes to reiterate this commitment as necessary within the framework of the contract to be concluded between it and the Academy.

The Academy is thus authorised, in particular, to take photographs of all the works produced. The Academy is therefore free to reproduce, represent and adapt all or part of the deliverables selected during the call for projects for the purposes of its internal and external communications, for both commercial and non-commercial use. The Academy and the partners of this call for projects are authorised to use the names, photographs and biographies of the members of the winning team and images of the project's results for communication purposes.

The Academy may authorise its partners to use, amongst other things, photographs of the project results, for commercial or non-commercial purposes.

The Academy undertakes to explicitly credit all members of the winning team in any publication, regardless of the medium. In return, the team members undertake to explicitly credit the Academy in any publication, regardless of the medium.

The project may not be disseminated for external communication purposes, in any media, until the Academy's official announcement is made. After this date, any dissemination by members of the winning team must be subject to the Academy's approval.

VILLA MEDICI

ACADÉMIE DE
FRANCE À ROME