

Regulations for Canòdrom Collaborators

Open selection process

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Summary Regulations for the presentation of Collaborating Entities without a fixed space at the Canòdrom – Ateneu d'Innovació Digital i Democràtica

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1. Objectives

The objective of this open process for selecting collaborations is to **consolidate the Canòdrom ecosystem with projects that work in the fields of citizen participation and democracy, technologies and digital culture**, and that do so based on the principles of free software, free access to knowledge, technological sovereignty, digital rights, free culture, community strengthening and online democracy, including a gender perspective on the uses of technology.

These projects will carry out their activities at the Canòdrom on an ad hoc basis and must address and develop one of the following themes:

- **Democratic innovation:** Applied research and experimentation on new practices of citizen participation and other democratic experiences that explore the intersection with digital technologies and new methodologies.
- **Free and democratic technologies (hardware and software).** Open source technologies, with public and/or communal management.
- **Feminisms and technologies.** An intersectional gender perspective on digital technologies and their uses.
- **Video games with a critical perspective.** Promotion of social transformation through video games and/or video game culture that focuses on digital rights, new governance models, and seeks new production models with social return.
- **Citizen and participatory science.** Participatory scientific research processes coordinated by or in conjunction with civil society.
- **Digital culture.** Mediation of the digital layer in the practices of different cultural disciplines, aimed at deepening democracy and digital rights.
- **Analysis, visualization, and democratic governance of data:** Construction of a digital infrastructure for the representation of open data that makes visible the different dimensions of a complex and changing society, at the service of all citizens. Processes of intersection of data, justice, economy, politics, and democracy that analyze processes of communication, deliberation, and political transparency mediated by digital platforms.
- **Digital commons.** Digital resources governed by communities that develop and care for them and make decisions about their management in a shared and democratic manner.

- **Critical urban planning and digital technologies.** Critical approach to research on city planning and the role that technologies play in its governance.
- **Digital rights and technological sovereignty.** Extension of Human Rights to the digital environment: the right to privacy, access to information, and freedom of expression, among others.
- **Free culture:** application of the principles of free software and open source in the cultural sphere.
- **Innovation for citizen empowerment, self-organization, and social transformation.** Research and innovation applied to the study of processes of self-organization, empowerment, and social transformation.
- **Social innovation to respond to social, health, climate, and housing emergencies.** A set of innovative solutions to existing social and environmental problems, from a perspective of social justice transformation.

2. Who is it for?

This selection process is aimed at **entities and projects that want to join the Canòdrom Community** and work on one or more topics defined in the objectives of the process. These projects can take different legal forms or be an informal group of people.

In the case of representing an informal group, the application will be made personally in the name of a person representing this group.

3. What does it mean to be a Collaborator?

The Canòdrom Collaborating projects or entities are projects that join the Canòdrom as a project, but without occupying a fixed place within its space.

The partnerships have a **duration of three years**, and this period can be extended for two more years.

Once the partnership period and the requested extensions have expired, if the project wishes to continue being linked to the Canòdrom space, it must renew the partnership by applying for a new selection process.

A Collaborating entity without a fixed space may:

- Use the meeting rooms, training rooms, and multipurpose spaces of the Canòdrom, as well as the common spaces, for both internal and external events, following the free-of-charge criteria established in the public prices.

- Access the shared work space during the Canòdrom's opening hours, with prior reservation.
- Make use of the technical material available in the spaces, subject to availability.
- Participate in the Canòdrom's governance spaces as well as be an active part in the development of its cultural and training program.
- Be an active participant in the generation of the Canòdrom's proposed activities.
- Use the Canòdrom's internal and external communication channels

Details of the Partnership services can be found in the Annex "Services to which the partnership gives access".

4. Selection criteria

Each applicant may submit only one project to the collaboration project selection process.

All projects must meet the following internal criteria:

1. Democratic innovation and participation

Projects must incorporate reflections, debates, and experimentation around new practices of citizen participation and other democratic experiences.

2. Commitment to gender equality policies

The projects submitted must be committed to the fight for gender equality, with special emphasis on the fight to reduce and eliminate existing inequalities in technological projects.

3. Use or promotion of free technologies

Projects must continue Canòdrom's political commitment to the promotion of free and open software. Collaborative and research projects must also seek strategies to promote these technologies in their sector.

4. Objective of social improvement or transformation

Ultimately, the purpose of the projects submitted for the selection process must be the improvement of society, democracy, and the living conditions of citizens.

5. Commitments of the Collaborator

Giving back to the community

The Canòdrom Collaborators will be proposed with a connection to or interest in social impact, and they commit to giving back to the community. This return can take the form of:

1. Offering workshops, courses, hackathons, and *datathons* open to the general public or to specific profiles.
2. Presentations, lecture series, and debates.
3. Prototyping, experimentation, and testing projects where citizens are the main actors and can express their opinions and views.
4. Articles in the press and academic publications related to the themes and areas of work of the Ateneu and that contribute to their dissemination.
5. Open educational materials, exhibitions, installations, and other informative elements.
6. Mentoring, support, or advisory relationships with educational centers in the neighborhood.
7. Mentoring/support/dialogue/advisory relationships for students who are doing final degree projects or research projects.
8. Collaborative projects with schoolchildren in the district or city to promote STEAM among children and young people.
9. Projects for the technological and democratic strengthening of neighborhood entities, especially those linked to the local and educational community.
10. Contributions to other projects in residence or other return activities.

A schedule of regular meetings will be established between the Technical Office and the Collaborator to define, support, and facilitate the return actions for the Canòdrom Community.

Once this calendar has been defined, the Technical Office will support the design and implementation of the activities. The proposals will be produced and organized according to the needs of the Canòdrom's calendar.

The Collaborators, as part of the Canòdrom, will participate in the open house days for the public, either by organizing or facilitating an activity, or by participating in the proposals made by the Technical Office or other entities.

The members of the residencies may also be called upon as members of the jury to evaluate the projects submitted in the open selection processes for new residencies, research stays, and collaborators. The Canòdrom will assign the proposals equitably, according to the themes and taking into account possible incompatibilities.

Participation in governance

With the aim of exploring new models of governance shared between the City Council, organizations, local communities, and citizens, we are committed to a model of democratic governance based on:

- **Open participation** and joint responsibility in the Canòdrom project as a whole
- **Transparency of documentation** and processes and quality of information.
- **Exploration of new governance models** shared between the City Council, organizations, communities, and citizens

The projects that join the Canòdrom ecosystem will be incorporated into the governance of the Ateneu and will be part of the Canòdrom Assembly (the Canòdrom's open governance body), as well as the Working Groups that derive from it (responsible for the execution of the strategic lines and organic commissions). This governance will involve meeting bimonthly and participating regularly through the [Canòdrom Community](#) participation platform.

Payment of public fees

The assignment of work spaces to collaborating projects is free of charge, as is the use of meeting, training, and event spaces for events linked to the accepted project.

In the event that holding these events involves altering the facility's hours or the cleaning service, the research project will bear the costs.

In the event that the proposed activity does not correspond to the research project submitted and does not fit into the facility's thematic lines, the costs defined for the assignment of spaces will be applied.

In both cases, the residents undertake to pay the public prices included in the Official Gazette of 12/09/2022 (or any possible updates). The prices indicated do not include VAT.

Intellectual property

The Collaborators:

- Ensure that the proposals they make in the return activities are original and that they have all the rights, including intellectual property rights. If the proposals include the rights of third parties, the participants guarantee that they have previously obtained the necessary rights, authorizations and/or licenses.
- They are responsible for any claim that may arise in relation to the authorship of the proposals and in relation to the rights assigned.
- They retain the copyright to their proposals at all times.

- All software generated under this contract will be published under the following licenses: [Affero GPLv3](#) or later in the case of new developments, and licenses compatible with this in the case of reuse of other codes.
- In order to maximize transparency and citizen collaboration, the content of texts, graphics, fonts, audio, video, or other design elements will be made public under a [Creative Commons By-Sa license](#).
- Likewise, any data that may be collected systematically through *scrapers* or other mass query techniques will be published under [Open Data Commons Open Database License](#) licenses, in standardized and accessible formats (CSV, JSON, etc.) and, whenever possible, with tools that facilitate the analysis and visualization of this data.

6. Submission of the application

The project will be submitted digitally using the form provided on the Canòdrom's digital participation platform at comunitat.canodrom.barcelona.

On this platform, the project's explanatory report must be attached following the published model. Projects submitted outside this platform will not be accepted for processing.

7. Selection committee

The projects will be selected by a committee created ad hoc to evaluate each application. This committee will be made up of:

- A representative of the Barcelona City Council's Department of Democratic Innovation
- A representative of the ecosystem of current and active Collaborators at the Canòdrom
- A representative of the Technical Office of the Canòdrom – Ateneu d'Innovació digital i democràtica

This committee will be activated within 5 business days of receiving the application. It will evaluate the suitability of the Project and its fit within the lines of research initiated by the Canòdrom.

8. Decision

Within a maximum of five working days after the selection committee is formed, the persons responsible for the submitted project will be notified by email.

9. Suspension or termination of the Collaboration

The collaborative project will cause grounds for termination or suspension of the residency when, for a period of 2 months or more, any of the following cases occur:

- It does not carry out any activity within the Canòdrom space,
- It does not interact with the other projects.
- It does not participate in the Canòdrom's governance spaces and calls for participation,
- or if the schedule of return proposals is significantly modified without justified cause and without notifying the Technical Office.

Once this situation is detected, the Technical Office will inform the person responsible for the project of the start of the withdrawal process. If actions are not initiated to reverse the situation, the residency agreement will be terminated on an exceptional basis.

At any time, the resident person or entity may voluntarily withdraw by notifying the Technical Office and returning the building access credentials.

10. Data protection

In accordance with the GDPR, we provide you below with **basic information about the processing of your personal data**. You can also find all the information about the processing:

- 0195- Cultural facilities at the following [link](#)
- 0162- Management of regular information on municipal activity at the following [link](#).

Data Controller: Barcelona City Council. Pl. Sant Jaume, 1. 08002-Barcelona

Data Protection Officer: Contact via the following [link](#).

Av. Diagonal, 220 planta 4 08018-Barcelona

Data processing:

- **Processing 0195:** Management of District Cultural Activities (Civic Centers, Workshops, Culture Workshops, Manufacturing Centers).
Legal basis: Consent.
- **Processing 0162:** Manage the sending of regular information about municipal activity.
Legal basis: Consent.

Individual rights: You may exercise your rights of access, rectification, erasure, objection, and restriction regarding your data via the following [link](#).

If you believe that you have not obtained full satisfaction in the exercise of your rights, you may file a complaint with the Catalan Data Protection Authority, C/ Rosselló, 214, 08008 Barcelona.

You can find all the information about our privacy and data protection policy at:
<https://seuelectronica.ajuntament.barcelona.cat/ca/proteccio-de-dades>

Image rights

Please note that the Canòdrom will use its communication channels to publicize the residencies that are part of the facility's community (website, social media, and other public media).

You are also informed that your image will be captured during your time as a resident, with the aim of publicizing the activities carried out at the **Canòdrom – Ateneu d'Innovació Digital i Democràtica** in any medium and form. The signing of this agreement implies acceptance of the clause and the assignment of these rights.

The Canòdrom will communicate at all times the use made of its logo in order to verify its correct application.

11. Acceptance of the regulations

The projects submitted to this process fully accept these regulations and guarantee that they meet the requirements to participate in the process. In the case of submitting the project on behalf of a legal entity or a research or creative group, they guarantee that they are duly authorized to act on their behalf.

Annex

Services to which the collaboration gives access

Basic services

Use of workspaces, according to the requested modality:

1. **Canòdrom residencies:** Technology and democracy projects and unique projects (genre and/or video games):

Up to 8 individual workspaces per project may be requested at public or subsidized prices (depending on the type of project), accessible during the opening hours of the Canòdrom – Ateneu d'Innovació Digital i Democràtica.

2. **Research stays:**

Up to four permanent workspaces may be requested during the period of the stay.

3. Collaborating **Entities:**

Occasional access to a non-stable shared workstation in the areas that the Canòdrom has designated for this purpose, with a maximum of 20 hours per week per project.

Use of a photocopier or printer (up to a maximum of 50 B/W and 20 color per month per resident space).

Use of the Canòdrom's own computer equipment (laptops, projector, sound equipment, and the like): subject to availability, which can be requested for specific activities.

Community filtered water fountain.

Use of meeting rooms and other shared spaces.

Support from the Technical Office of the Digital and Democratic Innovation Athenaeum in the development of the project, especially in the specification of research and feedback actions.

Support in project communication using the Canòdrom's own channels (website and Community, newsletter, quarterly agenda, dissemination via social media and dissemination via community channels).

Use of spaces

Residents of the Canòdrom, in any of its forms, may make use of the free use of the spaces detailed here:

- Meeting rooms
- Training classrooms
- Assembly hall

- Multipurpose room
- Stands
- Terraces

Subject to availability, by making a prior reservation through the established mechanisms.

If the activity requires an extraordinary staff service (ICT technician, surveillance, or cleaning), the requesting entity or company must cover the expenses, with prior authorization from the facility. The services must be paid for according to the regulations published by the BOP on 12/09/2022 or any possible updates.

Terms of use for the Canòdrom spaces

Projects linked to the Canòdrom may use the common spaces, taking into account the following specifications:

- Submission to the residency selection process implies acceptance of the conditions of use and the regulations for the assignment of spaces in the facility (attached as an annex).
- The Technical Office will prioritize an equitable criterion in the allocation of spaces.
- Use of the assembly hall and training rooms: Prior reservation will be required, and the conditions of use must be specified and accepted or agreed upon according to the specifics of the room (including additional cleaning, security, or an auxiliary technician if necessary). The calendar of public events and the uses of the assembly hall must be coordinated with the Technical Office.
- The use of the building's shared spaces will always be made with prior reservation and consensus and acceptance by the Technical Office with the criterion of global vision and compatibility of events or activities.

Support from the Technical Office of the Ateneu d'Innovació Digital i Democràtica

The Technical Office will provide support to resident projects in all forms. This support will take the form of:

- Advice on seeking social or public funding.
- Communication of activities through the Ateneu's own channels.
- Promotion of networking both among resident projects and with other projects in the region.

- Collaboration with the public administration and, in particular, with the Barcelona City Council in the field of Digital and Democratic Innovation.

Resident projects will have a shared virtual space where they can interact with each other, with research projects, and with the office, which will identify networking opportunities and encourage conversations.

In addition, the Technical Office will work to identify working groups at the European level related to the topics of the resident projects and will facilitate their knowledge (CoPs, discussion groups, etc.) and will send this information through the digital communication channels with resident projects.