

MUSAE FACTORY MODEL

RESIDENCY GUIDELINES

The **Art & Technology Residency Program** is a structured residency program designed to foster interdisciplinary collaboration among artists, technologists, researchers, and innovators across Europe. It provides a platform for creative experimentation at the intersection of art, science, and technology, with the goal of addressing societal challenges through innovative and future-proof solutions.

The residency program is designed to guide **artists and SMEs** in co-creating future scenarios within a specific domain, leading to the development of forward-thinking concepts and prototypes.

This guideline provides an overview on how to set-up the residency programme, training and mentoring activities based on the **Design Future Art-driven (DFA) method**, a structured approach that addresses future challenges within specific domains through artistic experimentation in collaboration with SMEs. It aims to share the tools developed in the process developed within the MUSAE project to facilitate and strengthen ongoing partnerships between artists and companies.

The residency process needs to run through three different intervals:

Pre-Residency: This phase includes the **setting up of the residency** which includes defining the open call, organizing the training and mentoring process, and establishing the residency timeline based on the DFA method.

Residency: This phase includes the **actual running of the residency** which is organized in four phases, where artists and SMEs collaborate closely, two of which are related to the DFA method – *Scenario development* and *Prototype development*.

Post-Residency: This phase includes several key **activities that can be undertaken after the residency**, including evaluation, feedback collection, dissemination, and promotion.

PRE-RESIDENCY

The pre-residency phase is the initial step to outline the main objectives of the residency program you want to run. The pre-residency phase involves four main parts:

- **Defining the residency topic** and identifying key focus areas for participation.
- **Defining the residency requirements** to be able to create the Open call
- **Defining the training and mentoring process** to empower and guide participants
- **Defining the residency timeline** based on the DFA method and the residency requirements

Defining residency topic

The first activity in setting up the residency programme involves defining the topic or domain that will be the focus of the residency. The topic will be the headline of the open call, helping to reach out and attract the artists, designers and creatives with specific backgrounds and expertise to apply for the residency. This topic can be determined based on:

- the **needs or interests of the SME**, institution, or experts involved in the project. (For example, in MUSAE, nutritional researchers and tech experts established three thematic tracks for the open call under the overarching theme: *Food as Medicine*).
- the **future challenges in the specific domain** or topic. The topic of the residency should be framed as a context for innovation, considering its impact on future challenges.

Defining the residency requirements

The second activity to set up the residency program focuses on defining specific requirements for the residency, which will help to define and set up the Open Call for artists. Requirements for the residency should be defined by the organisers involved (e.g. (E)DIH alone, or (E)DIH and the SME together). The following essential aspects should be defined before launching the open call

in order to set up and run successful art-tech residency programme:

- **Target beneficiaries:** *Who are you looking for to involve in the residency?* Note that profiles of creatives can range from artists, designers, art and design researchers in specific fields, and others. All of these profiles have different set of skills and expertise, and it is important to understand in the beginning which profile is more suitable for the specific residency and its objectives.
- **Duration and location:** *How long and where will the residency program run?* Define a period and location of the residency based on the needs and objectives of the organisers.
- **Budget and funding conditions:** *What will be the rewarding procedure for the artist?* Define the amount of funding available to the artist, as well as frequency of the payment and other budgeting conditions.
- **Contractual terms:** *What will be the rights and obligations of both participating parties?* Define responsibilities of each involved party (e.g. artist and SME) throughout the residency programme.
- **Authorship and intellectual property considerations:** *How the IP issue will be regulated?* Define the procedure to regulate any authorship and IP considerations that might arise during the residency program

A well-structured Open Call lays the foundation for the entire residency by establishing the above mentioned essential aspects. The Open Call for Applications is an essential mechanism for attracting talent, selecting innovative projects, and fostering collaboration among diverse profiles, in this case artists and companies. It serves as a means to democratize accessibility, introduce new researchers, and identify the most promising proposals—balancing competitiveness with a spirit of collaboration.

Beyond selection, the Open Call serves as a strategic tool for communicating the vision of designing a future product using transdisciplinary research and production methodologies. It also helps define and identify key areas of interest, ensuring that the selection process aligns with the program's broader goals of innovation and impact.

For a comprehensive framework for designing a successful application process, ensuring clarity, transparency, and efficiency, you can refer to the **MUSAE Open Call Guidelines** included in the Factory Model Pack.

Defining the training and mentoring process

Training and mentoring activities are carried out to support the completion of various tasks outlined by the DFA methodology. Training and mentoring are based on inviting experts from relevant fields, including artists, technologists, and domain specialists, to provide guidance and feedback.

Throughout the residency, **training and mentoring sessions** should be strategically integrated and spread over time. While mentoring sessions focus on guiding participants through the different DFA phases, providing support and advisory tasks, training sessions follow these key steps:

- **Establishing the basis of the DFA method.**
- **Creating a common ground.** Facilitating collaboration between domain experts, technology specialists, and artists by establishing shared principles and objectives.
- **Providing Collaborative Tools.** Equipping participants with effective methodologies and resources to enhance cooperation.
- **Sharing transversal knowledge.** Promoting insights and expertise on future sustainability and related themes to ensure a holistic approach.

For a comprehensive guide to structuring an effective training program, you can refer to the **MUSAE Training Guidelines** included in the Factory Model Pack.

Defining the residency timeline

The **MUSAE Residency is based on the DFA method, its phases and activities**. The length of residency depends on its objectives and time, resources availability, so it is recommended to adopt the timeline of the residency according to your needs.

The residency phases that implement the DFA method are (Fig. 1) : *Scenario development* and *Prototype development*, with the corresponding objectives to develop a future scenario in the first phase and a future-driven prototype in the second phase.

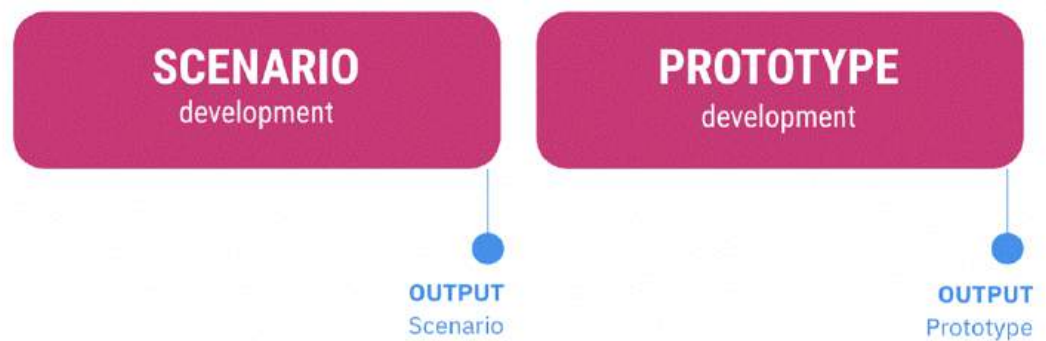


Figure 1. Visualization of the two residency phases that implement the DFA method

It is fundamental to define the time allocated for each of the phases. In the next section, you can find a recommended minimum and maximum time to spend on each phase, as it will largely depend on the objectives of the residency and available resources. For reference, you can see the timeline of the residencies in the MUSAE project at www.musae.starts.eu

Use the **Residency Timeline template** to help you in building the residency programme and plan a timeline that will include all the activities of the DFA method, training sessions and mentoring activities.

Principal tasks of Pre-residency

- Define residency objectives and partnerships.
- Defining the open call.
- Launch the application process and review submissions.
- Notify selected residents and provide pre-residency guidance.

RESIDENCY

The residency involves applying the **Design Future Art-driven (DFA)** method, where the training and mentoring process guides participants (artists and SMEs) through the following key phases:

Phase 1 - STARTING THE RESIDENCY (from 2 to 3 weeks)

This phase will start with a **Residency kick-off**, which is important to inform all participants about the objectives of the residency, the timeline with all the DFA activities planned, and the training and mentoring calendar. **Provide all participants with the Residency Timeline and the Residency Calendar tools.**

In this phase it's fundamental to run two key activities:

- **DFA Method Training.** Orientation to run through the DFA method
- **Thematic immersion.** Related to the topic or domain selected to work with.

Phase 2- SCENARIO development (from 2 to 3 months)

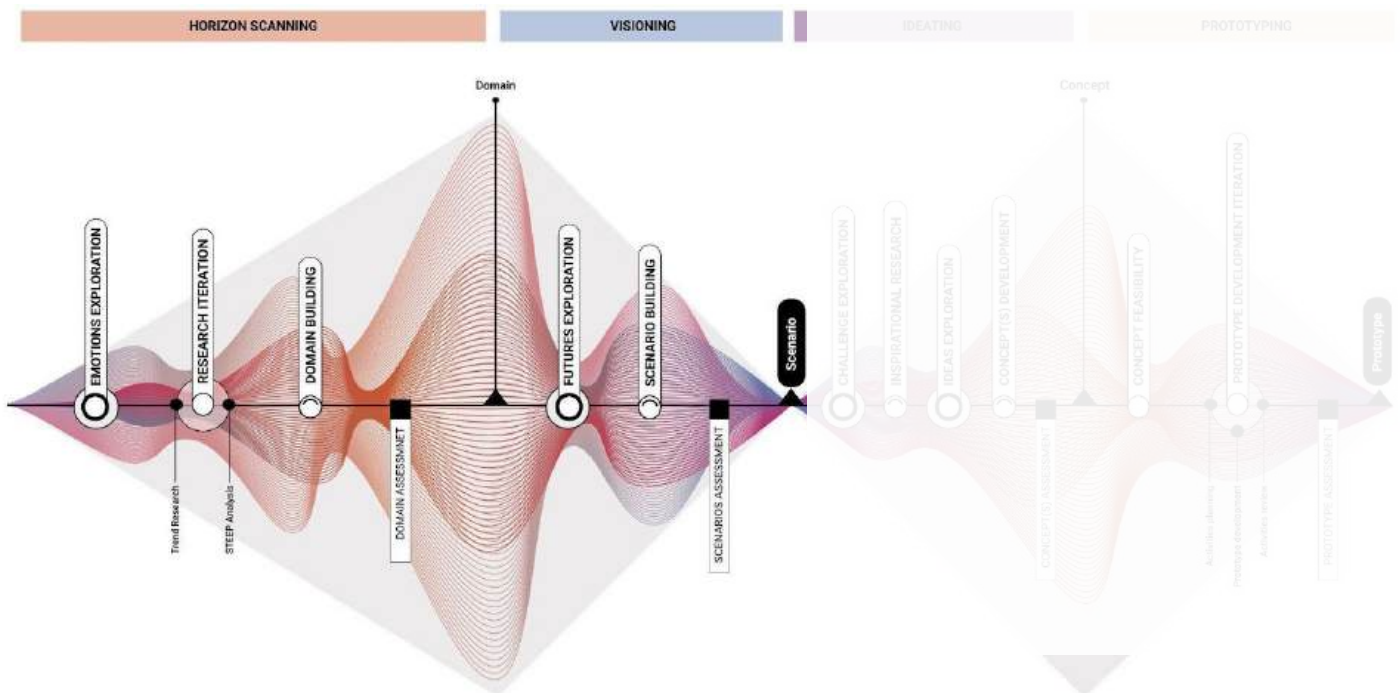


Figure 2. Visualization of the DFA method. Highlighted the two steps faced in the SCENARIO development phase of the Residency

In this phase residency participants start to work on the project going through the first two steps of the DFA method (Fig. 2) which are:

- **Horizon Scanning.** Driven by extensive research and scanning the context related to the domain.
- **Visioning.** Exploration of alternative futures within the domain, to create future scenarios.

Through working sessions, training and mentoring, this phase guides participants to **work on the following activities:**

emotion exploration, research iteration, domain building, domain assessment, futures exploration, scenario building, and scenario assessment.

The **final output** of this phase is the **creation of future scenarios.**

Phase 3: PROTOTYPE development (from 8 to 12 months)

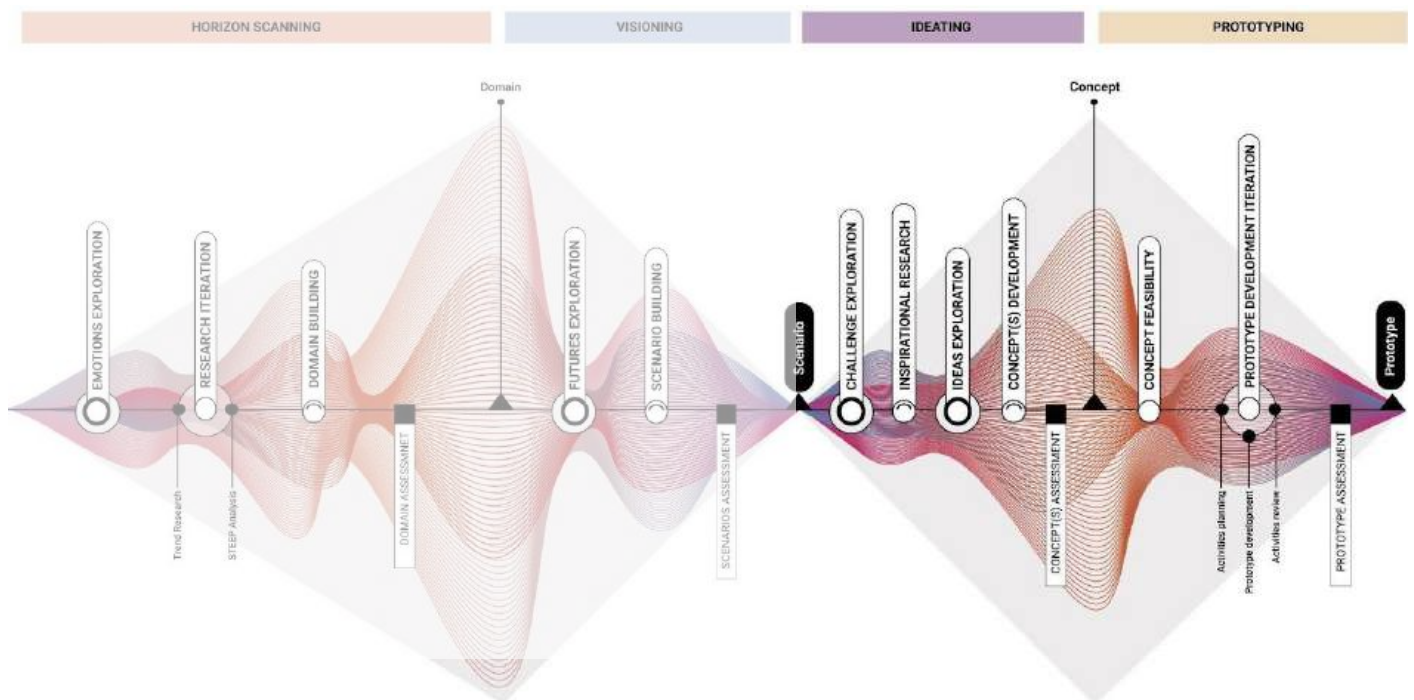


Figure 3. Visualization of the DFA method. Highlighted the two steps faced in the PROTOTYPE development phase of the Residency

In this phase residency participants start to work on the project going through the second two steps of the DFA method (Fig. 3) which are:

- **Ideating.** Generating multiple ideas and defining a concept to address an identified scenario.
- **Prototyping.** Transforming concepts into tangible prototypes for further development and testing.

Through working sessions, training and mentoring, this phase guides participants to **work on the following activities:**

challenge exploration, inspirational research, ideas exploration, concept(s) development, concept(s) assessment, concept feasibility, prototype development iteration, and prototype assessment.

The **final output** of this phase **is the creation of a future-proof prototype.**

Phase 4: PRESENTATION (up to the (E)DIH)

This phase includes;

- Finalizing project development.
- Organize exhibitions, performances, or showcases.
- Document and archive the work created during the residency.

For more information about DFA method: [DFA Platform](#)

POST-RESIDENCY

A well-structured residency program fosters creativity, collaboration, and professional growth. By clearly defining the structure, setting up logistics efficiently, and maintaining an adaptable timeline, the residency can be a meaningful and productive experience for all involved.

The objectives and focus areas of the residency program are aligned with:

- **Foster Cross-Disciplinary Collaboration.** Encourage partnerships between the cultural and creative sectors with the digital, scientific, and technological domains.
- **Promote Innovation.** Support the creation of projects addressing key societal challenges such as

climate change, digital inclusion, AI ethics, and cultural heritage preservation.

- **Enhance Public Engagement.** Develop engaging projects that foster dialogue with diverse audiences.

Principal tasks for the post-residency

- Gather feedback from residents and stakeholders.
- Reflect on challenges and successes.
- Documentation, public engagement, and project handover.

TEMPLATES AND TOOLS

» [DFA Method platform](#)

» [Residency calendar template](#)

» [Residency timeline template](#)

Click to download the templates

EXPLORE THE FULL MUSAE FACTORY MODEL PACK

- > DESIGN FUTURE ART-DRIVEN METHOD (DFA)
- > RESIDENCY FORMAT
- > OPEN CALL FORMAT
- > MENTORING GUIDELINES
- > TRAINING GUIDELINES
- > DFA PROJECTS AND USE CASES
- > INTEGRATED STAKEHOLDER NETWORK

DOWNLOAD ALL MATERIALS FROM THE MUSAE WEBSITE

<https://musae.starts.eu/factory-model-pack/>

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