



## **Open Capacity**

### **Knockdown Center's space support program for artists and organizers**

#### About the program

Knockdown Center supports artists and organizers producing events in need of space!

Through **Open Capacity: Knockdown Center's space support program**, artists and organizers may apply for use of space and basic operational support for one-time events such as performances, workshops, talks, screenings, or conferences that align with the KdC mission and resonate with existing programming. Spaces available include intimate bar settings, a raw black box-style room, and 20,000 square feet of open-plan industrial space, amongst others.

**While Knockdown Center provides space and operational support, the applying artist or organization is fully responsible for funding and producing their event and expected to participate in promotion and outreach.**

In addition to space, Knockdown Center provides:

- Basic AV and technical support.
- Box office and event staffing.
- Marketing support through inclusion on the KdC website, newsletter, and socials.

#### Program Guidelines

- Open Capacity is intended for one-time public events. The program does not apply for closed rehearsals, video shoots, private meetings, or an ongoing series of events.
- Eligibility is determined by Knockdown Center's assessment of the logistical feasibility of event production, operational impact, existing calendar of events, and the proposed event's relationship to Knockdown Center's mission and other programs.
- Space is allocated to applicants by Knockdown Center. Space offered is non-negotiable, and determined by other events in the building, audience capacity, and technical needs.
- All accepted events must comply with Knockdown Center's operational protocols and schedules.

To apply

**Applications are reviewed on a rolling basis.**

To submit a proposal, please refer to the proposal guidelines below and use the floor plan to identify the space that you believe best suits your event. Please note, per the guidelines, space is ultimately allocated by KdC.

Please format your answers in a single PDF and email it to [submissions@knockdown.center](mailto:submissions@knockdown.center) with the subject "Open Capacity Proposal".

**Guidelines**

1. Event Description: In one page or less, clearly describe your event, all elements involved, and state why it is relevant to present at Knockdown Center.
2. Images: If applicable, please include 5 – 10 images or video samples representative of what will be included in your event.
3. Installation plan: Describe how the project would be installed in Knockdown's space. Clearly list all spatial needs, technical and equipment requirements, and other specific installation considerations. Include a layout of the event in space using the floor plan.
4. Timeline: Identify the ideal dates and the timeframe for your event. Please include a full production timeline of your event including load-in, installation, tech, rehearsals, event times, and load out.
5. Sharing Space: We often have overlapping events and programs in the building at the same time. Please consider the ways in which sharing the building may impact your project.
6. Attendance and Tickets: Provide the expected attendance for your event and ticket price, if applicable.
7. Organizer and Participant Info: Provide bios and descriptive information about event organizers and key participants.