

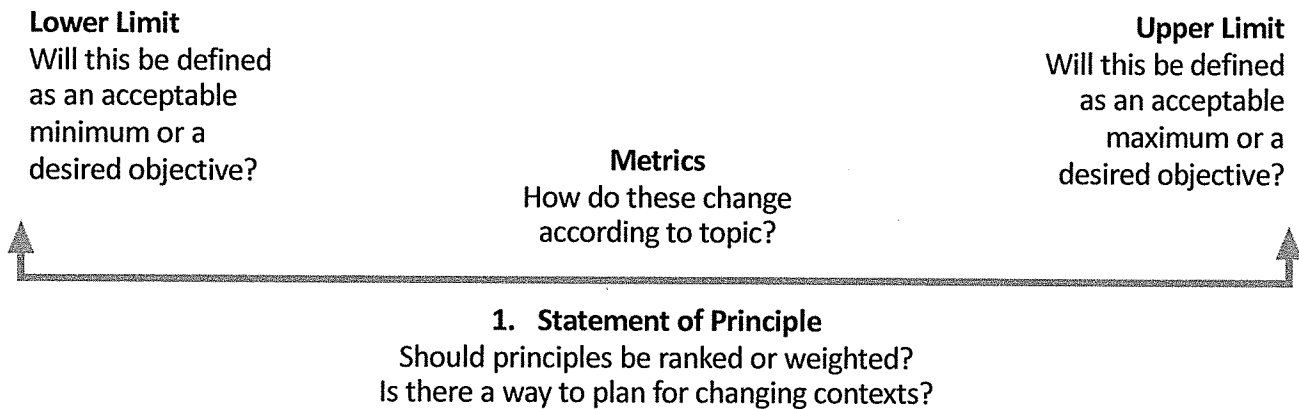
The following worksheets are intended to prompt discussion about the space utilization principles for the various types of space in the Foundry. The following worksheets address performance space, multipurpose rooms, and office space, but future discussions will also include maker space, artist space, community hall, and the outdoor yard area.

Scale and Metrics: The scales are left intentionally blank to prompt discussion on what the metrics might be and how a range (e.g. point system) would work especially since programs that fall at either the upper or the lower limits may be less desirable than something in the middle. For example a greater scale of operation has advantages in terms of impact and management, but a program that is too large could dominate the building. What is the trade off between providing consistency versus making the space available for ad hoc uses? If certain entities always have access, how might that preclude inclusion of new entities that want to try programming?

Fluctuating Context: Take into consideration the fluctuations of the market, use and/or seasons. How would the Operator’s decisions change if the building were half vacant? Over-subscribed? How would economic cycles affect the building and its operations? How would weighting and priorities change in different seasons, considering different demands between summer and the rest of the year for instance, or between busy seasons and slow seasons?

Other: What other principles should we be considering? Can there be some consistency in principles across use types and/or where are there key differences?

Sample with Questions to Consider



FOUNDRY SPACE UTILIZATION PRINCIPLES

Performance Space

Foundry Operating Mission: The Foundry is an adaptive reuse project to build a self-sustaining center for creativity and collaboration for the Cambridge community. At the intersection of the Kendall Square Innovation District and the East Cambridge neighborhood, the Foundry building will provide space and programs for the visual and performing arts, entrepreneurship, technology, and workforce education within its historic, industrial setting. The Foundry will facilitate access for residents, especially underrepresented communities and adjacent neighborhoods, to the dynamic working and learning environment of Kendall Square.



Access: Residents, especially underrepresented communities and adjacent neighborhoods



Program + Mix and Alignment with Mission



Scale of Use: Length of stay, use of multiple rooms, number of participants



Frequency of Use: Annually, monthly, weekly, ad hoc



Entity: Scale and Type



Program Ratings from Participants



Revenue Generation and Contribution to Foundry Financial Sustainability

FOUNDRY SPACE UTILIZATION PRINCIPLES

Multipurpose Rooms

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Access: Residents, especially underrepresented communities and adjacent neighborhoods



Program + Mix and Alignment with Mission




Scale of Use: Length of stay, use of multiple rooms, number of participants



Frequency of Use: Annually, monthly, weekly, ad hoc



Entity: Scale and Type



Program Ratings from Participants



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FOUNDRY SPACE UTILIZATION PRINCIPLES

Office Space

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