**CONVENTION FOR THE SAFEGUARDING OF THE  
INTANGIBLE CULTURAL HERITAGE**

**INTERGOVERNMENTAL COMMITTEE FOR THE  
SAFEGUARDING OF THE INTANGIBLE CULTURAL HERITAGE**

**Electronic Bureau consultation**

**June 2016**

**Item 2:**

**Examination of requests for  
international assistance up to US$25,000**

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| **Summary**  Paragraph 49 of the Operational Directives provides that requests up to US$25,000 are examined and approved by the Bureau of the Committee. The present document includes an overview of two requests that the Secretariat treated, together with draft decisions concerning each request. The Bureau is asked to decide on those requests through electronic consultation.  **Decision required:** paragraph 7 |

1. As stipulated in Article 20 of the Convention, international assistance may be granted to States Parties for purposes of the safeguarding of the heritage inscribed on the List of Intangible Cultural Heritage in Need of Urgent Safeguarding, the preparation of inventories in the sense of Articles 11 and 12 of the Convention, in support of programmes, projects and activities undertaken at the national, sub-regional and regional levels for the safeguarding of intangible cultural heritage and for any other purpose that the Committee may deem necessary. In conformity with paragraph 47 of the Operational Directives, international assistance requests up to US$25,000 (except requests for preparatory assistance) can be submitted at any time. Paragraph 49 further provides that requests up to US$25,000 are examined and approved by the Bureau of the Committee.

**Overview of the present requests**

1. The Bureau is asked to examine and decide on the following two completed requests:

| **Draft Decision** | **Requesting State** | **Title** | **Amount requested** | **File no.** |
| --- | --- | --- | --- | --- |
| 11.COM 2.BUR 2.1 | Lesotho | Inventorying of intangible cultural heritage elements in Thaba-Bosiu in Lesotho | US$24,998.00 | 01118 |
| 11.COM 2.BUR 2.2 | Zambia | Inventorying of the music and dance of the Lozi and Nkoya people of Kaoma District | US$24,928.30 | 01217 |

1. In conformity with paragraph 48 of the Operational Directives, the Secretariat assessed the completeness of the requests. Considering the importance of international assistance to achieving the Convention’s purpose of international cooperation, the Secretariat provided support to the two requesting States to help them improve their requests, by issuing comprehensive and detailed letters that indicated information missing or insufficient. In addition, the international assistance request submitted by Lesotho was identified as requiring more substantial revision and, therefore, benefitted from the technical assistance mechanism set up experimentally by the Committee in its [Decision 8.COM 7.c](http://www.unesco.org/culture/ich/en/Decisions/8.COM/7.c) in the form of specific advice provided by an expert.
2. The two requests are available online for the Bureau’s consultation, in English and French, at <http://www.unesco.org/culture/ich/en/11.com-bureau>, together with the preceding versions and the Secretariat’s letter(s) requesting additional information. The following table summarizes the history of the revisions that took place to prepare the requests to be put forward for examination by the Bureau.

| **Requesting State and file no.** | **History of the request to be examined by the Bureau** |
| --- | --- |
| Lesotho 01118 | Second version submitted by the State following an initial assessment from the Secretariat and technical assistance |
| Zambia 01217 | Third version submitted by the State replying to two additional information letters from the Secretariat |

1. In accordance with paragraph 48 of the Operational Directives, the States Parties were informed about the possible examination dates of their requests. As also provided in the Operational Directives, the Secretariat shall communicate the decisions of the Bureau concerning the granting of assistance within two weeks following the decision.
2. For international assistance up to US$25,000 the Secretariat forwards each request to the Bureau together with a draft decision incorporating the Secretariat’s assessment of how it responds to the eligibility and selection criteria set out in Chapter I of the Operational Directives.

**Draft Decisions**

1. The Bureau of the Intergovernmental Committee may wish to adopt the following decisions:

DRAFT DECISION 11.COM 2.BUR 2.1

The Bureau,

1. Recalling Chapter V of the Convention and Chapter I of the Operational Directives,
2. Having examined Document ITH/16/11.COM 2.BUR/2, as well as the international assistance request no. 01118,
3. Takes note that Lesotho has requested International Assistance for a project entitled the **Inventorying of intangible cultural heritage elements in Thaba-Bosiu in Lesotho**:

With the main objective to contribute to safeguarding intangible cultural heritage in Lesotho and sensitize relevant stakeholders thereon, the project intends to conduct inventory training and exercises in nine selected villages of Thaba-Bosiu, in the country's capital district. Inspired by similar experiences conducted in other districts with the support of UNESCO and the World Bank, the community elders of Thaba-Bosiu sought the help of the Department of Culture of the Ministry of Tourism, Environment and Culture to identify and document intangible cultural heritage elements which need urgent safeguarding. The proposed request is, therefore, the result of joint work between community councils and the Department of Culture. Implemented by the Lesotho National Commission for UNESCO in cooperation with the Department of Culture, planned activities include i) a stakeholders meeting to raise awareness among relevant governmental ministries and departments, civil society, cultural associations and communities about effective measures and mechanisms for safeguarding intangible cultural heritage; ii) a capacity-building workshop on community-based inventorying for youth, practitioners and officials from the Department of Culture; iii) an inventorying exercise of intangible cultural heritage elements across the nine villages; and iv) the production of a document compiling the results of the inventory exercises in Thaba-Bosiu, which will be added to the National Inventory of Intangible Cultural Heritage of Lesotho.

1. Further takes note that this assistance concerns support for a project carried out at local level aimed at safeguarding intangible cultural heritage in accordance with  
   Article 20 (c) of the Convention, and that it takes the form of the granting of a donation in line with Article 21 (g) of the Convention;
2. Also takes note that Lesotho requested an allocation of US$24,998 from the Intangible Cultural Heritage Fund for implementation of the project;
3. Decides that from the information provided in file no. 01118, the request responds as follows to the criteria for granting international assistance given in paragraphs 10 and 12 of the Operational Directives:

**Criterion A.1**: The request clearly demonstrates involvement of the communities in the preparation, implementation and evaluation of the project. The project for which funding is requested meets the explicit demand of the chiefs of the nine villages concerned to document the intangible cultural heritage practised by their communities. Communities and their leaders will be involved throughout the project, from the preparatory stage of planning with a stakeholders meeting, to the selection of youth and practitioners who will be trained to conduct inventorying exercises, as well as the bearers whose elements will be inventoried. Community leaders and practitioners will collectively evaluate the project’s effectiveness in achieving its planned objectives and establish lessons learnt that may be applied to similar initiatives in the future.

**Criterion A.2**: The proposed budget is broken down in a clear and coherent manner and demonstrates the appropriateness of the amount of assistance requested for the proposed activities.

**Criterion A.3**: The request is clearly structured and describes a series of six activities from a stakeholders meeting, training and field survey to monitoring and evaluation of the project, which seems well conceived to reach the project’s objectives. While the activities follow a logical sequence, two inconsistencies can be found between information provided in the form and that in the attachments: i) while the form indicates a six month duration for the project, the attached timetable shows a seven month duration; ii) the nature of activities 5 and 6 in the form does not appear to be the same as outlined in the budget and timetable, highlighting a confusion between project monitoring and evaluation and the work of systematizing and publishing the information collected through the inventorying exercises.

**Criterion A.4**: The active involvement of young people and practitioners in the community is expected to promote the project’s sustainability after its completion, with their knowledge and skills improved and facilities for inventorying enhanced. The project also seeks to ensure sustainability through further distribution of documents resulting from the inventorying exercises in the Thaba-Bosiu Cultural Village and Information Centre, libraries, relevant governmental ministries and departments, schools and research institutions and from the subsequent development of a database that should allow for regular updating of the inventory.

**Criterion A.5**: The State will share 7 per cent of the overall budget of the project for which the international assistance is requested.

**Criterion A.6**: Capacity-building of the different stakeholders involved lie at the heart of the project – one of whose main objectives is to build the capacities of young community members and practitioners in safeguarding knowledge and skills related to community-based inventorying. Trainees will have the opportunity to put knowledge acquired into practice in actual inventorying exercises. This new knowledge will include data gathering, processing and archiving.

**Criterion A.7**: Lesotho has never implemented activities financed by the Intangible Cultural Heritage Fund.

**Paragraph 10(a)**: The project is local in scope and involves national implementing partners such as the National Intangible Cultural Heritage Committee and the National University of Lesotho.

**Paragraph 10(b):** The request indicates a potential multiplier effect in terms of funding, particularly from the Ministry of Finance and possibly from private sector partners such as Econet Telecom Lesotho, which may stimulate support for similar community-based inventorying activities.

1. Decides to approve the international assistance request from Lesotho for a project entitled **Inventorying of intangible cultural heritage elements in Thaba-Bosiu in Lesotho** and to grant an amount of US$24,998 to the State Party to this end;
2. Takes note of the technical assistance provided to Lesotho in preparing this request and commends the effort made by the State Party to capitalize on the skills of staff who directly benefited from the assistance to revise the initial request;
3. Requests the Secretariat to reach an agreement with the requesting State Party on technical details of the assistance, paying particular attention to the detailed budget of activities to be covered by the Intangible Cultural Heritage Fund and the duration of the project;
4. Invites the State Party to use the ICH-04-Report Form when reporting on the use of assistance provided.

DRAFT DECISION 11.COM 2.BUR 2.2

The Bureau,

1. Recalling Chapter V of the Convention and Chapter I of the Operational Directives,
2. Having examined Document ITH/16/11.COM 2.BUR/2, as well as the international assistance request no. 01217,
3. Takes note that Zambia has requested international assistance for a project entitled **Inventorying of the music and dance of the Lozi and Nkoya people of Kaoma District**:

The Lozi and Nkoya people located in Kaoma District, in the Western Province of Zambia, share music and dance practices as a result of their coexistence for centuries. However, the two communities have lately experienced a rift due to land disputes and district control. In the absence of sufficient efforts to inventory their shared living heritage, its viability is threatened by these conflicts, as well as impacts from technology and globalization. With the ultimate goal of bridging the gap between the two communities, the project aims to bring out similarities in music and dance of the Lozi and Nkoya people by drawing up a community-based inventory, raising awareness of the importance of intangible cultural heritage and ensuring its mutual appreciation. Implemented by the Zambia National Commission for UNESCO in close cooperation with the Department of Arts and Culture of the Ministry of Tourism and Arts, activities include: the identification and selection of key custodians and practitioners; training on community-based inventorying; fieldwork for the development of an inventory; and an exhibition that will highlight the sociocultural significance of the music and dance of the Lozi and Nkoya people.

1. Further takes note that this assistance concerns support for a project carried out at local level with the aim of drawing up an inventory in accordance with Article 20 (b) of the Convention, and that it takes the form of the granting of a donation in line with Article 21 (g) of the Convention;
2. Also takes note that Zambia requested an allocation of US$24,928.30 from the Intangible Cultural Heritage Fund for implementation of the project;
3. Decides that, from the information provided in file no. 01217, the request responds as follows to the criteria for granting international assistance given in paragraphs 10 and 12 of the Operational Directives:

**Criterion A.1**: The request demonstrates broad involvement of the communities concerned in the preparation, implementation and evaluation of the project. The Lozi and Nkoya communities of Kaoma District provided their free, prior and informed consent to the request during the Kazanga Traditional Ceremony, around which they gather. The request assigns a central role to *Indunas* (elders) and community members both in the implementation of activities, such as the identification of practitioners and custodians who will be trained in community-based inventorying and involved in fieldwork, and in the monitoring and evaluation process through a community-based reporting system.

**Criterion A.2**: The proposed budget is broken down in sufficient detail to demonstrate the amount of assistance requested should be appropriate for the proposed activities except for two project outcomes, namely a database of music and dance of the Lozi and Nkoya people and an information brochure on the project – for which no budget has been provided neither from the Intangible Cultural Heritage Fund nor from the State Party.

**Criterion A.3**: The request describes a structured sequence of seven activities that seem well conceived to achieve the project objectives within the expected duration. The request does not, however, provide adequate information to understand how the exhibition as the final project activity will use and promote the outcomes of the inventorying exercises that will precede it.

**Criterion A.4**: The strong involvement of communities, particularly young people, in inventorying activities will enhance the transmission of knowledge about their intangible cultural heritage while ensuring that younger generations continue safeguarding efforts beyond the project. The Intangible Cultural Heritage Committees that will be formed in the context of the project will assist *Indunas* (elders) to ensure that the practice of inventoried elements also continues beyond the project. Other government-led initiatives, such as the organization of an annual music and dance festival, are expected to sustain the project’s impact beyond its completion.

**Criterion A.5**: The requesting State will share 2 per cent of the total amount of the project for which international assistance is requested.

**Criterion A.6**: Capacity-building of traditional community leaders and practitioners but also of government officials appears as a fundamental component of the project. The request demonstrates that the project will strengthen the capacity of communities to safeguard their intangible cultural heritage and promote its practice in different social settings and that State and district cultural officers will gain hands-on experience on inventorying intangible cultural heritage.

**Criterion A.7**: In April 2016, Zambia was granted international assistance from the Intangible Cultural Heritage Fund for implementing a project entitled ‘Inventorying of proverbs of Lala community in Luano District of Zambia’ ([Decision 11.COM 1.BUR 1.4](http://www.unesco.org/culture/ich/doc/src/ITH-16-11.COM_1.BUR-Decisions-EN.docx)); contractual arrangements are still ongoing.

**Paragraph 10(a)**: The project is local in scope and involves both national partners, such as the Department of Arts and Culture of the Ministry of Tourism and Arts and the University of Zambia, and provincial partners such as the Provincial Art Advisory Committee.

**Paragraph 10(b):** Thanks to training provided, culture officers from Kaoma District as well as neighbouring Nkeyema and Luampa districts will be in better positions to engage in safeguarding activities and mobilize technical and financial support of the Department of Arts and Culture, particularly for scaling up the project to the whole province and possibly advise other provinces.

1. Expresses its appreciation of efforts mobilized by the State Party to revise its request;
2. Decides to approve the international assistance request from Zambia for the **Inventorying of the music and dance of the Lozi and Nkoya people of Kaoma District** and to grant an amount of US$24,928.30 to the State Party to this end;
3. Requests the Secretariat to reach an agreement with the requesting State Party on technical details of the assistance, paying particular attention to the detailed budget of activities to be covered by the Intangible Cultural Heritage Fund, understanding that any activity for which a budget was not included in the request will need to be covered by resources mobilized by the State other than the Fund;
4. Invites the State to ensure that any awareness-raising activity undertaken under the project, including the planned exhibition, builds on the results of other project activities, fully respects customary practices governing aspects of the intangible cultural heritage concerned and does not decontextualize or denaturalize it.
5. Further invites the State Party to use the ICH-04-Report Form when reporting on the use of assistance provided.