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

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

**Meeting of the Bureau**  
**UNESCO Headquarters, Paris, Room XVI**

**21 March 2019, 10 a.m. – 1 p.m.**

**Item 3 of the Provisional Agenda:**

**Examination of requests for**  
**International Assistance up to US$100,000**

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| **Summary**  Paragraph 49 of the Operational Directives provides that requests up to US$100,000 be examined and approved by the Bureau of the Committee. The present document includes an overview of five requests that the Secretariat treated, together with the draft decisions for each request.  **Decisions required**: paragraph 9 |

1. As stipulated in Article 20 of the Convention, International Assistance may be granted to States Parties for purposes relating to: the safeguarding of elements of intangible cultural 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$100,000 (except for requests for preparatory assistance) can be submitted at any time. Paragraph 49 further provides that requests up to US$100,000 be examined and approved by the Bureau of the Committee.
2. **Overview of the present requests**
3. The Bureau is asked to examine and decide on the following five completed requests (all of which take the form of the provision of a grant):

| **Draft decision** | **Requesting State** | **Title** | **Amount requested** | **File no.** |
| --- | --- | --- | --- | --- |
| [14.COM 1.BUR 3.1](#Decision1) | Cameroon | Capacity building for the safeguarding and managing of the intangible cultural heritage in Cameroon | US$98,200 | 01531 |
| [14.COM 1.BUR 3.2](#Decision2) | Djibouti | Capacity building in community-based inventorying | US$82,080 | 01529 |
| [14.COM 1.BUR 3.3](#Decision3) | Eswatini | Development of an inventory of intangible cultural heritage for Shiselweni region in Eswatini | US$64,824 | 01517 |
| [14.COM 1.BUR 3.4](#Decision4) | Malawi | Safeguarding ICH in Malawi through non-formal learning and transmission | US$91,860 | 01530 |
| [14.COM 1.BUR 3.5](#Decision5) | Zambia | Inventorying of Kuyabila of the Tonga ethnic group of Zambia | US$99,977 | 01524 |

1. In conformity with paragraph 48 of the Operational Directives, the Secretariat assessed the completeness of the requests. Considering the importance of International Assistance for achieving the purpose of international cooperation of the Convention, the Secretariat provided support to all five requesting States in improving their requests through comprehensive, detailed letters that indicated that information was missing or insufficient. All the States concerned submitted a revised version of the request following an additional information letter from the Secretariat within the deadline indicated. All five submitting countries are from Africa, in line with UNESCO’s Global Priority Africa. This high demand from this region confirms the trend being shown under the International Assistance mechanism, according to which Africa continues to be the highest beneficiary region with 64 per cent of the requests approved so far being submitted by States Parties from Electoral Group V(a), representing US$3.47 million of the amount of assistance granted (up to October 2018).
2. Out of these five requesting States, Cameroon, Djibouti and Eswatini submitted an International Assistance request for the first time. This is another trend of the International Assistance mechanism, the geographical outreach of which continues to expand. This trend may be understood in terms of the increased access to the Intangible Cultural Heritage Fund; the increase from US$25,000 to US$100,000 since June 2016 in the ceiling of International Assistance requests that can be examined by the Bureau of the Intergovernmental Committee, which meets three times a year without waiting for a full twenty-one month cycle, has rendered the International Assistance mechanism more accessible and attractive.
3. It is worth noting that the requests put forward for the present Bureau are linked to past and ongoing safeguarding efforts at the national levels with the support of UNESCO’s global capacity-building activities. The safeguarding activities proposed in the request from **Cameroon**, for example, are partly based on the outcomes of two capacity-building and awareness-raising workshops on inventorying in which the target communities participated in 2016 and 2017. The request from **Djibouti**, which is based on a thorough needs assessment, was formulated following the experience gained through an extrabudgetary project financed by the Abu Dhabi Tourism and Culture Authority Funds-in-Trust as well as a capacity-building workshop on the implementation of the 2003 Convention that took place in June 2018. As for the request from **Eswatini**, the proposal concerns the establishment of an inventory for a region in the country that was not previously covered by activities funded by the Flanders Funds-in-Trust. The positive influence of a project, also funded by the Flanders Funds-in-Trust, is also evident in the request submitted by **Malawi** which largely builds on the previous capacity-building efforts. As for **Zambia**, the request may be understood in the context of one ongoing and two completed International Assistance projects that focus on inventorying, by extending the national effort to a specific practice enacted by one of the ethno-linguistic groups in the country.
4. The requests in question are available online for the Bureau’s consultation, in English and French, at <https://ich.unesco.org/en/14com-bureau>, together with the preceding versions and the Secretariat’s letter requesting additional information.
5. In accordance with paragraph 48 of the Operational Directives, the States Parties have been 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.
6. As previously requested by the Bureau, for International Assistance requests up to US$100,000, 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.4 of the Operational Directives.
7. **Draft decisions**
8. The Bureau of the Intergovernmental Committee may wish to adopt the following decisions:

**DRAFT DECISION 14.COM 1.BUR 3.1** [](#DraftDecision)

The Bureau,

1. Recalling Article 23 of the Convention as well as Chapter I.4 of the Operational Directives relating to the eligibility and criteria of International Assistance requests,
2. Having examined Document LHE/19/14.COM 1.BUR/3 as well as International Assistance request no. 01531 submitted by Cameroon,
3. Takes note that Cameroon has requested International Assistance for the project entitled **Capacity building for the safeguarding and managing of the intangible cultural heritage in Cameroon**:

Implemented by the Directorate of Cultural Heritage of the Ministry of Arts and Culture, the proposed eighteen month project aims to strengthen the capacity of the Bamoun and Sawa communities to safeguard their intangible cultural heritage. The proposed initiative would take place within the broader national general inventory programme for cultural heritage, under which two training workshops have already been held in Cameroon’s West and Littoral provinces since 2016. The proposed project, which will cover three geographical departments – the Noun, the Wouri and the Nkam – seeks to train eighty participants from the Bamoun and Sawa communities in safeguarding their intangible cultural heritage through two workshops in Foumban and Douala; develop platforms for intergenerational communication through the organization of monthly meetings encouraging community members to exchange on their living practices and to monitor project activities; create a data bank on living heritage available to the general public and a network of practitioners; and disseminate information to community members of all ages on two specific elements of intangible cultural heritage (the Ngondo and the Ngouon) through weekly radio programmes, a video documentary and a publication translated into local languages.

1. Further takes note that this assistance is to support a project implemented at the local level, in accordance with Article 20 (c) of the Convention, and that it takes the form of the **provision of a grant**, pursuant to Article 21 (g) of the Convention;
2. Also takes note that Cameroon has requested assistance in the amount of US$98,200 from the Intangible Cultural Heritage Fund for the implementation of this project;
3. Decides that, from the information provided in file no. 01531, 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 project foresees the broad participation of the Bamoun and Sawa communities throughout all stages of the project, including its preparation, implementation and evaluation. In addition, the activities seem to be partly based on the outcomes of two capacity-building workshops held in 2016 and 2017, to which representatives from both communities concerned participated, although the information provided does not explain clearly whether the request addresses specific needs identified by these communities; this concerns, for instance, whether the focus on two specific elements of living heritage (the Ngondo and the Ngouon) actually stems from the wishes expressed by these communities.

**Criterion A.2**: The budget is not presented in a sufficiently structured and coherent manner to support the description of the proposed activities. Furthermore, it seems to omit a number of planned expenditures, which raises questions as to whether the amount requested would be suffice to duly implement the project. In addition, several of the calculations lack detailed explanations in the budget table. Taking all these issues together, the appropriateness of the amount requested cannot be fully assessed.

**Criterion A.3**: The request presents seven distinct activities, combining both activities aimed at sensitizing and reinforcing the overall capacities of two communities to safeguard their living heritage and activities specifically focusing on raising the visibility of two elements, without any explanation of the rationale behind the selection of these two elements. The logical sequence between the seven activities is very tenuous, from training activities focusing on safeguarding methodologies and nominations and documentation activities on living practices in the Bamoun and Sawa communities to awareness-raising actions on only two elements of their living heritage, the establishment of a database and various project monitoring measures. While some of the proposed activities, such as training workshops, clearly and directly contribute to the project goals, other actions lack any proper explanation and justification in light of the objectives pursued.

**Criterion A.4**: The project foresees measures that could contribute to the sustainability of its expected results, including the establishment of local community-based committees responsible for the monitoring of activities during and after the project. However, in order to demonstrate that the project could achieve lasting results, additional information is required on several of these measures, such as the development of a practical guide on the documentation of intangible cultural heritage or the establishment of a network of trainers and supporters of community-based documentation of intangible cultural heritage. Furthermore, the request does not demonstrate how the creation of a database of living practices in the two selected communities would make it possible to identify, define and implement appropriate safeguarding measures for the elements identified.

**Criterion A.5**: The requesting State will share 27 per cent of the overall budget of the project for which International Assistance is requested from the Intangible Cultural Heritage Fund.

**Criterion A.6**: The project is aimed at reinforcing the capacities of the Bamoun and Sawa communities in the safeguarding of their living heritage through the organization of two training workshops focusing on safeguarding methodologies and the preparation of nominations to the Lists of the Convention. However, the request does not clearly articulate how these proposed training activities would complement the ones already organized in 2016 and 2017. In addition, the link between the planned content of the training workshops and subsequent activities focusing on the documentation and inventorying of living heritage is not substantiated, which raises concerns about the future capacity of the communities to better safeguard their heritage.

**Criterion A.7**: The State Party has not previously received any financial assistance from UNESCO under the Intangible Cultural Heritage Fund of the 2003 Convention to implement similar or related activities in the field of intangible cultural heritage.

**Paragraph 10(a)**: The project is national in scope and its implementation involves national and local partners, including the Ministry of Arts and Culture and local committees involved in the safeguarding of intangible cultural heritage.

**Paragraph 10(b)**: The request considers that the enhanced safeguarding of two specific practices will contribute to social cohesion and peace-building in the target areas and in the rest of the country, which will stimulate additional financial contributions from the national authorities. However, the project seems to only foresee awareness-raising activities concerning these two elements and its capacity to mobilize additional resources is therefore not clearly demonstrated.

1. Decides to refer to the requesting State the International Assistance request for the project entitled **Capacity building for the safeguarding and managing of the intangible cultural heritage in Cameroon** and invites it to submit a revised request to the Bureau for examination at a forthcoming session;
2. Takes note that the request is a revised version submitted by the State following the support provided by the Secretariat to improve the initial request through an additional information letter and acknowledges the difficulty that the submitting State experienced in revising the request;
3. Further invites the requesting State to consider receiving technical assistance through the provision of experts, as described in Article 21 of the Convention, and requests that the Secretariat make timely arrangements for such assistance should the requesting State wish to receive it;
4. Encourages the State Party, if it wishes to resubmit the request, to revise the content of the project, taking into account the above-mentioned concerns, and to ensure there is a clear correspondence between the overall objectives and the proposed activities, budget and timetable of the project.

**DRAFT DECISION 14.COM 1.BUR 3.2** [](#DraftDecision)

The Bureau,

1. Recalling Article 23 of the Convention as well as Chapter I.4 of the Operational Directives relating to the eligibility and criteria of International Assistance requests,
2. Having examined Document LHE/19/14.COM 1.BUR/3 as well as International Assistance request no. 01529 submitted by Djibouti,
3. Takes note that Djibouti has requested International Assistance for the project entitled **Capacity building in community-based inventorying**:

Implemented by the Ministry of Islamic Affairs, Culture and Charitable Assets of the Republic of Djibouti’s Department of Culture, this nine-month project is aimed at strengthening national capacities for inventorying elements of intangible cultural heritage with a view to safeguarding them. Despite recent efforts by the country to establish administrative structures capable of safeguarding living heritage, there is insufficient awareness among different stakeholders and a lack of experience in drawing up inventories as well as insufficient fundamental knowledge that is crucial for developing a concrete safeguarding plan. In this context, the proposed project aims to train more than sixty participants through capacity-building workshops that will focus on community-based inventorying and the preparation of safeguarding plans and requests for International Assistance under the Intangible Cultural Heritage Fund of the 2003 Convention. The project will cover three regions, each associated with different communities of the Afar, Arab and Somali populations. Pilot fieldwork will also be conducted to inventory the intangible cultural heritage elements of these communities.

1. Further takes note that this assistance is to support a project implemented at the national level, in accordance with Article 20 (c) of the Convention, and that it takes the form of the **provision of a grant**, pursuant to Article 21 (g) of the Convention;
2. Also takes note that Djibouti has requested assistance in the amount of US$82,080 from the Intangible Cultural Heritage Fund for the implementation of this project;
3. Decides that, from the information provided in file no. 01529, 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 assigns a central role to the Afar, Arab and Somali communities located in three different regions, with the broader objective of strengthening the national capacities of Djibouti to safeguard its living heritage. The communities concerned will be involved in the monitoring and follow-up of the activities. Community participation seems to also be ensured throughout the implementation stage through their active involvement as key actors in the identification and definition of the intangible cultural heritage elements, as well as in the development of the inventory and the safeguarding plan.

Criterion A.2: The budget is presented in a clear, comprehensive and detailed manner, in line with the proposed activities; therefore, the amount of assistance requested may be considered to be appropriate for the implementation of the project.

**Criterion A.3**: The request presents a series of four activities from training on community-based inventorying and pilot inventorying to further training on the development of safeguarding plans, which are well-conceived and articulated in a logical sequence. They have been devised by taking into account recent capacity-building initiatives implemented by the country and therefore form part of a larger safeguarding effort at the national level. The expected results also seem to be achievable within the proposed project duration and timetable.

**Criterion A.4**: In line with the long-term national strategy and the country’s implementation of the 2003 Convention, the results of the project are expected to last beyond the end of the assistance and to provide the basis for developing inventories at the national level. The focus on reinforcing the capacities of relevant institutions and the communities concerned, as well as the purchase of equipment for documentation and inventorying purposes, should also enhance the sustainability of the project.

**Criterion A.5**: The requesting State will share 4 per cent of the overall budget of the project for which International Assistance is requested from the Intangible Cultural Heritage Fund.

**Criterion A.6**: Capacity building for the communities concerned and the national institutions involved, in the field of safeguarding intangible cultural heritage, emerges as a fundamental component of the project. The request adequately demonstrates that the project will contribute to building the capacities of the communities to inventory their living heritage, while at the same time strengthening the national professional capacities for the development of legislative and institutional safeguarding frameworks.

**Criterion A.7**: The State Party has not previously received any financial assistance from UNESCO under the Intangible Cultural Heritage Fund of the 2003 Convention to implement similar or related activities in the field of intangible cultural heritage.

**Paragraph 10(a)**: The project is national in scope and its implementation involves national and local partners, including the National Committee for Intangible Cultural Heritage, the Directorate of the National Archives and local media and non-governmental organizations.

**Paragraph 10(b)**: The training received by the communities and the national authorities and the equipment acquired for drawing up community-based inventories will enable other communities to replicate the exercise on a national scale.

1. Approves the International Assistance request from Djibouti for the project entitled **Capacity building in community-based inventorying** and grants the amount of US$82,080 to the State Party to this end;
2. Requests that the Secretariat reach an agreement with the requesting State Party on the technical details of the assistance, paying particular attention to ensuring that the budget and the work plan of the activities to be covered by the Intangible Cultural Heritage Fund are detailed and specific enough to provide a sufficient justification of all the expenditures;
3. Invites the State Party to use Form ICH-04-Report when reporting on the use of the International Assistance provided.

**DRAFT DECISION 14.COM 1.BUR 3.3** [](#DraftDecision)

The Bureau,

1. Recalling Article 23 of the Convention as well as Chapter I.4 of the Operational Directives relating to the eligibility and criteria of International Assistance requests,
2. Having examined Document LHE/19/14.COM 1.BUR/3 as well as International Assistance request no. 01517 submitted by Eswatini,
3. Takes note that Eswatini has requested International Assistance for the project entitled **Development of an inventory of intangible cultural heritage for Shiselweni region in Eswatini**:

The proposed twelve-month project, to be implemented by the Eswatini National Trust Commission, aims to raise awareness among stakeholders about the importance of safeguarding intangible cultural heritage, build capacity among community members to conduct fieldwork, and produce an inventory of intangible cultural heritage elements in the Shiselweni region. Shiselweni, located in the southwest, is the country’s only region that has not established an inventory. Therefore, the project, which was requested by local leaders, seeks to fill in this gap by training fourteen community members and six cultural officers in community-based inventorying. A minimum of thirty elements in the Shiselweni region will be identified and inventoried using recorded interviews and video sessions. The inventory, which will form part of the national inventory, will be published and made available to various stakeholders, including educational institutions.

1. Further takes note that this assistance is to support a project implemented at the local level, in accordance with Article 20 (c) of the Convention, and that it takes the form of the **provision of a grant**, pursuant to Article 21 (g) of the Convention;
2. Also takes note that Eswatini has requested assistance in the amount of US$64,824 from the Intangible Cultural Heritage Fund for the implementation of this project;
3. Decides that, from the information provided in file no. 01517, 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 information provided in the request demonstrates the involvement of the communities concerned in the preparation, implementation and evaluation of the project. The project was prepared following a direct request from the village leaders in the fourteen zones of the Shiselweni region, who in 2015 expressed the need to safeguard and document their intangible cultural heritage. The request clearly outlines the central role of the communities in the implementation of the activities, such as the capacity-building workshop and fieldwork inventorying, as well as in the monitoring and evaluation process.

**Criterion A.2**: The budget is presented in a structured manner, reflecting the planned activities and their related expenses, and the amount of assistance requested may therefore be considered as appropriate for the implementation of the proposed activities. Nevertheless, more precise and detailed information would have been appreciated for some expenditure items such as the ‘procurement of the digital equipment’ in activity 3 and the different honorariums set for the coordinators and auditors of different activities.

**Criterion A.3**: The request is structured around a logical and coherent sequence of six activities from an awareness-raising stakeholder meeting and a training workshop on community-based inventorying to field inventorying exercises and the development of an inventory. They are well-conceived and correspond to the objectives and expected results of the project.

**Criterion A.4**: The project is in line with the Eswatini National Development Strategy, aiming to raise cultural awareness, revitalize and promote traditional practices and integrate cultural values into the education system. The proposed activities, which focus on capacity building, will create a conducive environment for the communities to continue inventorying their intangible cultural heritage even after the completion of the project. It is also expected that the equipment purchased for inventorying purposes will be utilized by these communities for future safeguarding projects.

**Criterion A.5**: The requesting State will share 3 per cent of the overall budget of the project for which International Assistance is requested from the Intangible Cultural Heritage Fund.

**Criterion A.6**: Capacity building will primarily benefit members of the community, including custodians, practitioners and youth; through their active participation in the activities, they will acquire practical skills, field experience and specific knowledge on intangible cultural heritage inventorying such as data gathering, processing and archiving. In addition, the request plans to strengthen the capacities of the cultural officers of the region who will help continue the inventorying work and safeguarding efforts in the region.

**Criterion A.7**: The State Party has not previously received any financial assistance from UNESCO under the Intangible Cultural Heritage Fund of the 2003 Convention to implement similar or related activities in the field of intangible cultural heritage.

**Paragraph 10(a)**: The project is local in scope and its implementation involves national and local partners, including government institutions such as the National Intangible Cultural Heritage Committee and the Eswatini National Commission for UNESCO.

**Paragraph 10(b)**: The activities proposed under this project are part of the national efforts previously undertaken by local authorities to safeguard the country's intangible cultural heritage and the distribution of the activities in schools and museums is therefore expected to stimulate multiplier effects. The request also highlights that the project could stimulate additional financial contributions from the Ministry of Finance or the private sector, as well as raise interest among Members of the Parliament to advocate for more funding.

1. Approves the International Assistance request from Eswatini for the project entitled **Development of an inventory of intangible cultural heritage for Shiselweni region in Eswatini** and grants the amount of US$64,824 to the State Party to this end;
2. Requests that the Secretariat reach an agreement with the requesting State Party on the technical details of the assistance, paying particular attention to ensuring that the budget and the work plan of the activities to be covered by the Intangible Cultural Heritage Fund are detailed and specific enough to provide a sufficient justification of all the expenditures;
3. Invites the State Party to use Form ICH-04-Report when reporting on the use of the International Assistance provided.

**DRAFT DECISION 14.COM 1.BUR 3.4** [](#DraftDecision)

The Bureau,

1. Recalling Article 23 of the Convention as well as Chapter I.4 of the Operational Directives relating to the eligibility and criteria of International Assistance requests,
2. Having examined Document LHE/19/14.COM 1.BUR/3 as well as International Assistance request no. 01530 submitted by Malawi,
3. Takes note that Malawi has requested International Assistance for the project entitled **Safeguarding ICH in Malawi through non-formal learning and transmission**:

Implemented by the Malawi National Commission for UNESCO, the proposed twenty-four-month project aims to help safeguard Malawi’s intangible cultural heritage by increasing the number of experts trained in safeguarding, updating and developing new inventories, and disseminating the information through non-formal education. Previous capacity-building efforts trained a group of teachers and youth practitioners on the implementation of the 2003 Convention and safeguarding measures, while three community-based inventories have been compiled. However, the existing inventories do not document the variety of Malawi’s weaving and pottery traditions. In light of these facts, the project seeks to train ninety additional primary school teachers and young people and offer opportunities for apprenticeships; conduct community-based inventories in Malawi’s northern, central, and southern regions and distribute the updated inventories in schools; translate the 2003 Convention into four local languages (Citumbuka, Ciyao, Cilhomwe, and Kyangonde); and promote intangible cultural heritage through local exhibitions.

1. Further takes note that this assistance is to support a project implemented at the national level, in accordance with Article 20 (c) of the Convention, and that it takes the form of the **provision of a grant**, pursuant to Article 21 (g) of the Convention;
2. Also takes note that Malawi has requested assistance in the amount of US$91,860 from the Intangible Cultural Heritage Fund for the implementation of this project;
3. Decides that, from the information provided in file no. 01530, 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 primary beneficiaries of the request are teachers and youth from primary schools in the southern, northern and central regions of Malawi, who may differ from the communities who create, maintain and transmit their own living heritage. However, efforts appear to have been made to ensure the widest possible participation of the communities concerned throughout all stages of the project, from its preparation and implementation to its evaluation and follow-up. The project was designed in response to requests from community leaders and young practitioners, as well as with the involvement of the foundations and associations that represent the practicing communities. Community practitioners will also select the teachers and youth and interact with them directly, while community leaders will be involved in the validation and evaluation process of the activities.

**Criterion A.2**: The presentation of the budget is concise and clear and in coherence with the planned activities. The overall amount requested by the State Party adequately covers each of the proposed activities and can therefore be considered as appropriate.

**Criterion A.3**: While some of the activities could be more detailed, the request is clearly structured and presents seven activities, which include training workshops for teachers and youth in three regions, the inventorying of pottery and weaving traditions, the translation of the text of the Convention into four local languages and the transmission of intangible cultural heritage through apprenticeship and exhibition activities. Each activity is clearly identified and corresponds to the objectives and expected results outlined in the request. However, more precise information on and explanation of the links between the different proposed activities would have been appreciated as the current project seems to contain three stand-alone safeguarding activities. The activities are feasible within the proposed project duration, although there seems to be a slight incoherence between the twenty-four-month duration and the timeframe of twenty-one months in the timetable.

**Criterion A.4**: The training and apprenticeship activities involving teachers, youth and community practitioners could ensure lasting results and contribute to the ongoing transmission of the knowledge and skills related to the traditional practices, beyond the implementation of the project. The request also mentions that the implementation of the apprenticeship programme could lead to a continuous attachment of the practitioners to the local schools and their programmes. In addition, the translated text of the Convention is expected to raise further awareness and knowledge about the Convention and the importance of safeguarding intangible cultural heritage to communities who speak one of the four local languages.

**Criterion A.5**: The requesting State will share 6 per cent of the overall budget of the project for which International Assistance is requested from the Intangible Cultural Heritage Fund.

**Criterion A.6**: The project includes an important capacity-building component through the training and apprenticeship of ninety teachers and youth on the implementation of the 2003 Convention and safeguarding in general, and more specifically on documenting and inventorying intangible cultural heritage. The beneficiaries of the training workshop are expected to enhance their research and analytical skills, as well as their practical knowledge of data collection, documentation and inventorying. The translation and exhibition activities are also geared at building the capacities of schools, libraries and at raising the general public’s knowledge of intangible cultural heritage.

**Criterion A.7**: Malawi has benefitted from International Assistance from the Intangible Cultural Heritage Fund twice, for the projects entitled ‘Safeguarding of Nkhonde, Tumbuka and Chewa proverbs and folktales’ (file no. 01060, 2015-2017, US$90,533) and ‘Development of an inventory of intangible heritage of Malawi’ (file no. 00609, 2012-2013, US$24,947). The work stipulated by the contracts related to these projects was carried out in compliance with UNESCO’s regulations and all projects have been completed.

**Paragraph 10(a)**: The project is national in scope and its implementation involves national and local partners, including representative organizations of communities, the Museums of Malawi and the Centre for Language Studies.

**Paragraph 10(b)**: The request foresees additional funding and technical support from other sources to continue the training and inventorying. It could also have a potential multiplier effect by promoting living heritage through television and radio broadcasting and by stimulating the Ministry of Education to develop the curriculum through the inclusion of local cultural content.

1. Approves the International Assistance request from Malawi for the project entitled **Safeguarding ICH in Malawi through non-formal learning and transmission** and grants the amount of US$91,860 to the State Party to this end;
2. Requests that the Secretariat reach an agreement with the requesting State Party on the technical details of the assistance, paying particular attention to ensuring that the budget and the work plan of the activities to be covered by the Intangible Cultural Heritage Fund are detailed and specific enough to provide a sufficient justification of all the expenditures;
3. Invites the State Party to use Form ICH-04-Report when reporting on the use of the International Assistance provided.

**DRAFT DECISION 14.COM 1.BUR 3.5** [](#DraftDecision)

The Bureau,

1. Recalling Article 23 of the Convention as well as Chapter I.4 of the Operational Directives relating to the eligibility and criteria of International Assistance requests,
2. Having examined Document LHE/19/14.COM 1.BUR/3 as well as International Assistance request no. 01524 submitted by Zambia,
3. Takes note that Zambia has requested International Assistance for the project entitled **Inventorying of Kuyabila of the Tonga ethnic group of Zambia**:

Implemented by Zambia’s Ministry of Tourism and Arts, the proposed twelve-month project aims to undertake an inventory of the Tonga ethnic group’s poems in the Monze and Namwala districts of the country’s southern province. Accompanied by music and a special dance, kuyabila is the poetry of the Tonga people that is performed during various social gatherings such as funerals, festivals, initiation rites, and other traditional ceremonies. It also serves as an educational tool in sensitizing community members to issues such as gender-based violence and health concerns. However, the majority of kuyabila practitioners today are elderly, putting the practice at risk of extinction if safeguarding measures are not pursued. In light of this situation, the project seeks to safeguard and promote kuyabila through the following activities: awareness-raising meetings in the community; capacity-building training in conducting inventory-making; inventorying of thirty poems; and the organization of a poetry festival to draw public attention.

1. Further takes note that this assistance is to support a project implemented at the local level, in accordance with Article 20 (c) of the Convention, and that it takes the form of the **provision of a grant**, pursuant to Article 21 (g) of the Convention;
2. Also takes note that Zambia has requested assistance in the amount of US$99,977 from the Intangible Cultural Heritage Fund for the implementation of this project;
3. Decides that,from the information provided in file no. 01524, 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 the active role of the communities from the southern province of Zambia in the planning, implementation and monitoring of the project. The participation of communities is intended to be fostered particularly through wide consultation, and includes custodians, traditional leaders and members of community-based organizations. While the involvement of the communities is foreseen in the implementation process, from identifying the custodians to validating and disseminating the results of the project, some more details would be helpful to understand how they will take part in these activities from a practical standpoint.

**Criterion A.2**: Although the budget reflects the proposed activities, it is not presented in a sufficiently comprehensive and accurate manner. The lack of an adequate explanation and justification of the projected expenses throughout the budget, along with the inconsistencies between the description of the activities and the planned expenditures, makes it difficult to determine whether the amount requested is appropriate. Furthermore, the budget contains a number of calculation errors and certain expenses foreseen in the planned activities, such as the purchase of a projector, are not included in the budget.

**Criterion A.3**: The project proposes a series of seven activities aimed at inventorying and safeguarding the kuyabila practice of the Tonga ethnic group. They are presented in a logical sequence from awareness-raising meetings and training to inventorying and the promotion of the element concerned. However, the lack of detailed information on the implementation methods of the activities, as well as the discrepancies between the activities and the proposed budget, make it difficult to assess whether the activities are well conceived. The timetable could also be reviewed to ensure that the duration of the project is sufficiently long for the expected outputs to be achieved.

**Criterion A.4**: The involvement of youth in the activities is presented as an important factor in ensuring the sustainability of the project and is expected to enhance knowledge of and the transmission of skills relating to the kuyabila practice beyond the completion of the project. The request also implies that the documentation of the practice may contribute to further learning and research initiatives.

**Criterion A.5**: The requesting State will share 5 per cent of the overall budget of the project for which International Assistance is requested from the Intangible Cultural Heritage Fund.

**Criterion A.6**: The project has a clear capacity-building objective to enhance the skills and knowledge of the communities concerned to document and inventory their intangible cultural heritage. Forty intangible culture heritage practitioners will be trained on the principles of the Convention, safeguarding measures and community-based inventorying. The district cultural officers and staff from the University of Zambia will also benefit from the project and its activities in strengthening their abilities for safeguarding.

**Criterion A.7**: Zambia has benefitted from International Assistance from the Intangible Cultural Heritage Fund for two completed projects, entitled ‘Inventorying of proverbs of Lala community of Luano District of Zambia’ (file no. 01216, 2016-2017, US$24,999.90) and ‘[Inventorying of the music and dance of the Lozi and Nkoya people of Kaoma District](https://ich.unesco.org/en/assistances/inventorying-of-the-music-and-dance-of-the-lozi-and-nkoya-people-of-kaoma-district-01217)’ (file no. 01217, 2016-2017, US$24,928.30), as well as one ongoing project, entitled ‘Strengthen the capacity for the safeguarding and management of intangible cultural heritage in Zambia’ (file no. 01281, 2018-2021, US$334,820). The work stipulated by the contracts related to these projects was and is being carried out in compliance with UNESCO’s regulations.

**Paragraph 10(a)**: The project is local in scope and its implementation involves national and local partners, including community-based organizations, the University of Zambia and the National Intangible Cultural Heritage Committee.

**Paragraph 10(b)**: The request intends to stimulate technical contributions from the Department of Arts and Culture and motivate other communities to replicate similar projects; however, these are referred to in an abstract manner. The request also indicates that the poetry festival would attract local and international tourists, which may lead to concerns about de-contextualization of the practice and the distortion of its meaning for the practitioners.

1. Decides to refer to the requesting State the International Assistance request for the project entitled **Inventorying of Kuyabila of the Tonga ethnic group of Zambia** and invites it to submit a revised request to the Bureau for examination at a forthcoming session;
2. Encourages the State Party, if it wishes to resubmit its request, to revise the content of the project, taking into account the above-mentioned concerns, and to ensure that there is a clear correspondence between the proposed activities and the budget and that clear and transparent details are provided through the presentation of an accurate and coherent budget.