**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 VI**

**7 June 2018, 10 a.m. – 1 p.m.**

**Item 4 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 seven requests that the Secretariat treated, together with the draft decisions for each request.  **Decisions required:** paragraph 8 |

1. As stipulated in Article 20 of the Convention, International Assistance may be granted to States Parties for purposes relating to: the safeguarding of 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 are 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 seven completed requests (all of them take the form of the provision of a grant):

| **Draft Decision** | **Requesting State** | **Title** | **Amount requested** | **File no.** |
| --- | --- | --- | --- | --- |
| [13.COM 2.BUR 4.1](#Decision1) | Chad | Inventorying intangible cultural heritage in nine regions of Chad in view of its safeguarding | US$98,544 | 01437 |
| [13.COM 2.BUR 4.2](#Decision2) | Haiti | Programme in support of the education system for the transmission of intangible cultural heritage (PASS-TPCI) | US$98,970 | 01442 |
| [13.COM 2.BUR 4.3](#Decision3) | Kyrgyzstan | Safeguarding of practices and rare rituals related to sacred sites in Kyrgyzstan: preparation of an inventory and safeguarding measures | US$99,950 | 01423 |
| [13.COM 2.BUR 4.4](#Decision4) | Namibia | Okuruuo, Holy Fire and the associated rituals | US$100,000 | 01439 |
| [13.COM 2.BUR 4.5](#Decision5) | Tajikistan | Safeguarding of intangible cultural heritage of Tajik traditional embroidery | US$44,500 | 01420 |
| [13.COM 2.BUR 4.6](#Decision6) | Tonga | Community-based inventorying and transmission of intangible cultural heritage in the island of Tongatapu in Tonga | US$85,913 | 01430 |
| [13.COM 2.BUR 4.7](#Decision7) | Uganda | Strengthening the capacity of community museums to promote inscribed intangible cultural heritage elements | US$64,750 | 01441 |

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 Convention’s purpose of international cooperation, the Secretariat provided support to seven requesting States in improving their requests through comprehensive, detailed letters that indicated that information was missing or insufficient.
2. The following table summarizes the history of the revisions made to prepare the requests put forward for examination by the Bureau.

| **Requesting State and file no.** | **History of the request to be examined by the Bureau** |
| --- | --- |
| Chad 01437 | Revised version submitted by the State following an additional information letter from the Secretariat. |
| Haiti 01442 | Revised version submitted by the State following an additional information letter from the Secretariat. |
| Kyrgyzstan 01423 | Revised version submitted by the State following an additional information letter from the Secretariat. |
| Namibia 01439 | First version submitted by the State but no revised request submitted after the additional information letter from the Secretariat. |
| Tajikistan 01420 | Revised version submitted by the State following an additional information letter from the Secretariat. |
| Tonga 01430 | Revised version submitted by the State following an additional information letter from the Secretariat. |
| Uganda 01441 | Revised version submitted by the State following an additional information letter from the Secretariat. |

1. The requests in question are available online for the Bureau’s consultation, in English and French, at <https://ich.unesco.org/en/13com-bureau>, together with the preceding versions and the Secretariat’s letter(s) requesting additional information.
2. In accordance with paragraph 48 of the Operational Directives, the States Parties have been informed about the possible examination dates of their requests. As is 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.
3. As previously requested by the Bureau, for International Assistance 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.
4. **Draft Decisions**
5. The Bureau of the Intergovernmental Committee may wish to adopt the following decisions:

**DRAFT DECISION 13.COM 2.BUR 4.1**

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 ITH/18/13.COM 2.BUR/4 as well as International Assistance request no. 01437 submitted by Chad,
3. Takes note that Chad has requested International Assistance for the project entitled **Inventorying intangible cultural heritage in nine regions of Chad in view of its safeguarding**:

Implemented by the Chadian National Commission for UNESCO, the proposed twenty-four-month project is aimed at inventorying elements of intangible cultural heritage in nine regions of Chad. In response to a lack of inventorying activities undertaken in the country due to insufficient competences in this area, the proposed project aims not only to raise awareness about the living heritage of the regions concerned, but also to guarantee its promotion and revalorisation. Specifically, it intends to: identify and raise awareness among 90 traditional leaders and 180 community members, in their respective regions, about the objectives of the 2003 Convention and the need to safeguard their living heritage, with a view to involving them in the inventorying project, with the technical support of national officials and experts; and equip the 180 community members and 18 officials of decentralised services of the Ministry of Culture with competences in community-based inventory-making through three three-day regional workshops, with the involvement of community members. A five-day mid-term evaluation workshop is to be organised in N’Djamena when the project is half way through, and it is expected that traditional leaders, trained community members and decentralised officials of the Ministry of Culture could be able to pursue inventorying efforts after the project’s completion.

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 Chad has requested assistance in the amount of US$98,544 from the Intangible Cultural Heritage Fund for the implementation of this project;
3. Decides that, from the information provided in file no. 01437, 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**: A number of measures have been foreseen in the project to facilitate community participation throughout its implementation, including dedicated awareness-raising sessions about the Convention, as well as in the monitoring and evaluation of the project; however, practising communities have not been involved in the preparation of the request, which could raise concerns regarding their future involvement; furthermore, information about the exact role of the communities in inventorying their living heritage is scarce and does not make it possible to assess whether the communities will be in a position to carry out follow-up activities after the completion of all the proposed activities;

**Criterion A.2**: While overall the budget is clearly structured and sufficiently detailed for most of the activities, despite some miscalculations, the appropriateness of the amount requested and its coherence with the proposed activities cannot be fully assessed due to the lack of information concerning the modalities of implementation of several activities, including key activities such as the inventorying activity, as well as the interim and final validation workshops; in addition, the budget includes a financial contribution from an undetermined funding source;

**Criterion A.3**: The request presents a series of seven activities articulated in a logical sequence and following a feasible timeline, from the identification of the community representatives, to the organization of awareness-raising and training activities on inventorying intangible cultural heritage, the inventorying of living practices in nine regions and the validation and evaluation of the results achieved; however, additional information is needed to explain the modalities of implementation of each activity and the role of the various categories of project stakeholders in each activity in order to demonstrate the feasibility of all the project activities;

**Criterion A.4**: The proposed project aims to create a sustainable framework for community involvement in inventorying activities and to build up a critical mass of national experts in the safeguarding of intangible cultural heritage; however, the proposed activities seem to primarily lead to the creation of a database on intangible cultural heritage in Chad without any broader strategy for the safeguarding of intangible cultural heritage at the national level; furthermore, the planned measures to ensure the sustainability of the results obtained at the end of the project, such as the training of national heritage experts, would need to be strengthened to demonstrate that the project could achieve its proposed objectives;

**Criterion A.5**: The contribution by the requesting State Party concerns the travel costs of national experts during the inventorying component, the purchase of equipment and the organization of a final validation workshop; this represents 39 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 proposed project aims to reinforce the capacities of national heritage experts in the implementation of the Convention by providing them with the opportunity to put into practice the lessons learnt from a three-day theoretical training session organized in 2016; in addition, it is foreseen that training will also be provided to community members in the identification of their intangible cultural heritage; however, the proposed project does not foresee any specific training for national experts in community-based inventorying and seems to envision relatively short training sessions for communities with regard to the expected number of participants (three days each for three groups of sixty participants) and the scope of the training activities; information is also missing concerning the content of the training activities and the role of the national experts in the inventorying component of the project, thereby making it difficult to assess the extent to which the capacities of the communities and experts will be sustainably reinforced;

**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 proposed activities are local in scope and imply cooperation with local and national implementing partners including the Ministry of Culture, academic institutions, the media and various entities involved in the organization of cultural events;

**Paragraph 10(b)**: The request is expected to raise the interest of other international entities which are active in the field of heritage safeguarding; however, there is no clear indication of how the project activities would be replicated in the fourteen regions that are not covered under the proposed project.

1. Decides to refer to the requesting State the International Assistance request for the project entitled **Inventorying intangible cultural heritage in nine regions of Chad in view of its safeguarding** 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.

**DRAFT DECISION 13.COM 2.BUR 4.2**

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 ITH/18/13.COM 2.BUR/4 as well as International Assistance request no. 01442 submitted by Haiti,
3. Takes note that Haiti has requested International Assistance for the project entitled **Programme in support of the education system for the transmission of intangible cultural heritage (PASS-TPCI)**:

Implemented by the non-governmental organization Réf-Culture, the proposed eighteen-month project is aimed at safeguarding intangible cultural heritage in Haiti through its formal transmission to young generations. The project was conceived to respond to the current education system in the country whose reform was initiated over thirty years ago, partly to promote national identity and culture. The Ministry of National Education and Vocational Training (MENFP) introduced classes on art and art history but no official programme centred on the transmission of intangible cultural heritage in schools. As part of the new secondary curriculum, the project proposes introducing a new cultural education programme focused on intangible cultural heritage in forty schools across four selected departments in the country. Specifically, it aims to: develop and present a detailed programme concerning intangible cultural heritage-related education in secondary schools on the basis of the cooperation mechanism established with the Ministry of Culture and the MENFP (representatives of these institutions will also participate in the project); train at least forty teachers to teach courses on living heritage; make didactic materials available to students for these classes. Based on the follow-up reports and project evaluation, a case will be made to extend the programme to cover all schools in the secondary system.

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 Haiti has requested assistance in the amount of US$98,970 from the Intangible Cultural Heritage Fund for the implementation of this project;
3. Decides that, from the information provided in file no. 01442, 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**: For this project, which was initiated by the non-governmental organization Réf-Culture in collaboration with national authorities, community participation seems to have been ensured from the very beginning of the project planning stage through a series of consultation activities aimed at establishing a participatory management mechanism for the project. In particular, local committees comprising representatives of local communities, civil society and local institutions are expected to play a key role in the implementation of each stage of the project, from the development of the content of the pedagogical materials and the teacher training to the mid-term and final evaluation;

**Criterion A.2**: The total amount of assistance requested and the budget per activity seem appropriate and in line with the scope of the project to achieve the desired results;

**Criterion A.3**: The proposed activities, which are structured around the following three phases, are well-conceived and feasible: the development of the content of the educational programme on intangible cultural heritage and the training of teachers; the teaching of the programme in the selected schools; and the evaluation of the project as well as the official submission of the programme to the Ministry of Education. The project also includes continued consultation and monitoring among all the stakeholders concerned, as well as communication and outreach initiatives throughout;

**Criterion A.4**: As part of a long-term strategy, the project results are likely to last beyond the end of the assistance, as a result both of their planned integration into the educational programmes by the Ministry of Education, and of the capacities of the trained teachers to pursue the teaching of intangible cultural heritage in schools. Moreover, researchers are expected to be more mindful of the needs and aspirations of the communities following their participation in the project;

**Criterion A.5**: The requesting State will share 6 per cent and the implementing agency 9 per cent of the overall budget of the project for which International Assistance is requested;

**Criterion A.6**: In addition to the new capacities created within the pool of educational staff to teach students about the intangible cultural heritage of the communities concerned, the project is expected to generate enhanced capacities amongst younger generations who will gain a better understanding of their intangible cultural heritage and the importance of its transmission. Furthermore, through the participatory local management committee, the project will also contribute to strengthening the capacities of local communities, civil society as well as local and national officials;

**Criterion A.7**: Although Haiti has not previously benefitted from International Assistance from the Intangible Cultural Heritage Fund, it was one of the three beneficiary countries of a capacity-building programme for the effective safeguarding of intangible cultural heritage between 2012 and 2015, funded by the Intangible Cultural Heritage Fund thanks to a voluntary supplementary contribution from Norway. Work stipulated by contracts with Haitian national counterparts related to this project was carried out in compliance with UNESCO regulations;

**Paragraph 10(a)**: The project is local in scope, involving cooperation between the local communities, education stakeholders, the UNESCO Associated Schools Network, provincial institutions, as well as the participation of the Ministries of Culture and Education;

**Paragraph 10(b)**: The project is likely to have a multiplier effect through its replication by the Ministry of Education in other schools in the country. Moreover, it is enshrined in the educational reform carried out by the Ministry of Education directed at integrating an educational programme on intangible cultural heritage into the curriculum, and thus should benefit from the national budget allocated to education.

1. Approves the International Assistance request from Haiti for the project entitled **Programme in support of the education system for the transmission of intangible cultural heritage (PASS-TPCI)** and grants the amount of US$98,970 to the State Party to this end;
2. Welcomes this request as one of the first examples of International Assistance requests focused on safeguarding intangible cultural heritage through education and congratulates the submitting State for this initiative;
3. Recalls that intangible cultural heritage shall be identified by the communities themselves, who are the primary actors of its transmission and safeguarding and invites the State Party to ensure the widest possible participation of the communities of the selected schools in the identification and design of the intangible cultural heritage content of the pedagogical material, as well as to dedicate sufficient time to this end to ensure a truly community-based approach;
4. Invites the State Party to use Form ICH-04 Report when reporting on the use of the assistance provided;
5. Requests that the Secretariat reach an agreement with the requesting State Party on the technical details of the assistance, paying particular attention to a detailed work plan and the budget of the activities to be covered by the Intangible Cultural Heritage Fund that is specific enough to provide a sufficient justification of the expenditures and to allow the actual expenses to be matched directly against the projections.

**DRAFT DECISION 13.COM 2.BUR 4.3**

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 ITH/18/13.COM 2.BUR/4 as well as International Assistance request no. 01423 submitted by Kyrgyzstan,
3. Takes note that Kyrgyzstan has requested International Assistance for the project entitled **Safeguarding of practices and rare rituals related to sacred sites in Kyrgyzstan: preparation of an inventory and safeguarding measures**:

Implemented by the Aigine Cultural Research Centre (CRC), the proposed project is aimed at compiling a unified national inventory of sacred sites and rare ritual practices in Kyrgyzstan, as well as developing effective related safeguarding measures in the form of a national manual on safeguarding sacred sites and rare ritual practices. Such practices form an integral part of people’s traditional belief systems in the country, shaping their attitudes to each other and nature. Nonetheless, in the past decade or two they have been threatened by rapid urbanisation, technological advancements, the marginalisation of indigenous belief systems, and the generation gap between elders and youth. To tackle this situation, the key objectives of the project are to identify elements of living heritage related to sacred sites in the country and ensure their continued viability, improve public awareness about the importance of living heritage, increase stakeholders’ capacities to safeguard it, and ensure its successful transmission. Based on the findings from extensive research fieldwork carried out by the Aigine CRC from 2004 to 2014, the inventory will strengthen the visibility of sacred sites, pilgrimage practices and the network of traditional practitioners and guardians, and will be integrated into formal and informal education, serving as a tangible tool for teaching younger generations about intangible cultural heritage.

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 Kyrgyzstan has requested assistance in the amount of US$99,950 from the Intangible Cultural Heritage Fund for the implementation of this project;
3. Decides that, from the information provided in file no. 01423, 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 communities concerned by the request include sacred site guardians, custodians, traditional practitioners, healers, epic chanters, pilgrims, scholars and intangible cultural heritage experts. Their representatives were involved in the preparation of the request and will actively participate in the implementation, monitoring and evaluation of the proposed project either directly or through the Steering committee;

**Criterion A.2**: Although the budget reflects the planned activities, the expenses should be presented with more detail to ensure that the budget is transparent and realistic; the activities should be named in a homogenous way in Section 15 and in the budget, and calculation errors also need to be corrected (e.g. Stage II of the project shows an error of US$675);

**Criterion A.3**: The project proposes carrying out a series of activities including capacity-building workshops, the community-based inventorying of practices and rare rituals in all seven regions of Kyrgyzstan and the publication of a unified inventory and a manual on safeguarding sacred sites and rare ritual practices. While the request suffers from the confusion generated by repeated mentioning of tangible forms of heritage (e.g. the ‘manual on safeguarding and development of sacred sites’), the proposed activities are reasonably well conceived in relation to the objectives and expected results. The duration of the project seems to be sufficiently long for the project outputs to be the result of genuine participatory processes with key stakeholders;

**Criterion A.4**: The two main outputs foreseen by the project are an up-to-date inventory of practices and rare rituals related to sacred sites in Kyrgyzstan and a manual on their safeguarding. Both will be available in printed format, as well as in online versions to allow for better access to all the information, including the audiovisual materials available. Both documents are to be presented not only to communities concerned across Kyrgyzstan, but also to schools, clubs and institutions associated with UNESCO and public audiences. The project also intends to build the capacities of sacred site guardians, custodians, traditional practitioners, healers, epic chanters or pilgrims to safeguard their intangible heritage, thereby ensuring the longer-term viability and transmission of the elements concerned;

**Criterion A.5**: The submitting State will contribute 16% and the implementing partner another 14.5% of the total amount of the project for which International Assistance is requested, which together accounts for 30.5% of the total project budget;

**Criterion A.6**: The assistance aims to build the capacities of stakeholders involved in safeguarding practices and rare rituals related to sacred sites in Kyrgyzstan. The project plans to raise awareness about the 2003 Convention among the project teams and organize capacity-building workshops on community-based inventorying for guardians of sacred sites, practitioners and intangible heritage experts in each of the seven regions of Kyrgyzstan. In this way, the project directly addresses the capacities of those communities who create, maintain and transmit intangible cultural heritage and whose widest possible participation in safeguarding activities States shall endeavour to ensure, in accordance with Article 15 of the Convention;

**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, in addition to involving community members from all seven provinces, cooperation with national implementing partners such as the Ministry of Culture and Tourism, the Ministry of Education, the National Commission of the Kyrgyz Republic for UNESCO, the National Academy of Sciences, State TV and radio channels is foreseen;

**Paragraph 10(b)**: The project is expected to increase awareness of the importance of intangible cultural heritage among the communities concerned, but also among the general population. The project results will be presented to practitioners and communities concerned in each of the seven regions, as well as to a wide audience on public TV.

1. Approves the International Assistance request from Kyrgyzstan for the project entitled **Safeguarding of practices and rare rituals related to sacred sites in Kyrgyzstan: preparation of an inventory and safeguarding measures** and grants the amount of US$99,950 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 detailed work plan of the activities to be covered by the Intangible Cultural Heritage Fund is specific enough to provide a sufficient justification of the expenditures;
3. Invites the State Party to use Form ICH-04 Report when reporting on the use of the assistance provided.

**DRAFT DECISION 13.COM 2.BUR 4.4**

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 ITH/18/13.COM 2.BUR/4 as well as International Assistance request no. 01439, submitted by Namibia,
3. Takes note that Namibia has requested International Assistance for the project entitled **Okuruuo, Holy Fire and the associated rituals**:

Implemented by the Namibia National Commission for UNESCO, the proposed 28-month project is aimed at safeguarding Okuruuo (Holy Fire and the associated rituals), a sacred ritual currently practised in the Omaheke, Otjozondjupa, Kunene and Erongo regions. Thus far, inventorying and documentation initiatives have centred on the Omaheke region only, creating a dire need to expand the exercise to the other regions concerned. Threats such as a rapid increase in urbanization, the influence of other beliefs and practices and an increased movement of community members from rural to urban areas threaten the continuity of the element. To address this situation, the proposed project aims to carry out safeguarding measures relating to awareness raising, capacity building, inventorying and documentation. The first step will be an awareness-raising campaign among the target community, followed by community-based capacity-building interventions aimed at empowering local communities to drive the inventorying and documenting process, with trained community members expected to conduct the inventories and documentation exercises. The project anticipates an increase in the visibility of the element at the national level, strengthening national capacities in inventorying and sub-regional cooperation, improving inventories and data collection, and leading to the submission of a nomination file for the possible inscription of Okuruuo on the Representative List.

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 Namibia has requested assistance in the amount of US$100,000 from the Intangible Cultural Heritage Fund for the implementation of this project;
3. Decides that, from the information provided in file no. 01439, 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 that wide consultations have taken place amongst community members while designing the project and preparing the request. The project foresees the comprehensive involvement of community members throughout the implementation process as the core participants of the awareness-raising meetings and inventorying and documentation activities. The request further ensures that the aspirations and perspectives of the communities will be reflected by means of their involvement in the monitoring and evaluation stages, through community meetings facilitated by community leaders;

**Criterion A.2**: Although the presentation of the budget is generally clear, the absence of a budget estimation and allocations for certain activities, such as ‘Prepare final report and submit to UNESCO’, ‘Organize an exit meeting with all stakeholders’ and ‘independent evaluator to carry out mid-term evaluation’, makes it difficult to ascertain whether the amount requested is appropriate. A detailed description of the activities would have been appreciated to provide a sufficient justification for the planned expenditures in the proposed budget. For example, the lack of an adequate explanation for the different daily subsistence allowance rates applied to the same type of beneficiaries, participating in Activities 1.1 and 1.2, does not help determine the appropriateness of the requested amount;

**Criterion A.3**: The request proposes six major activities, from awareness-raising meetings to capacity-building programmes, inventorying and documentation and the preparation of a nomination to be submitted for the inscription of the element on the Representative List. Although the various activities are clearly identified, neither the activity proposed for the preparation of a nomination to the Representative List nor that proposed for the preparation of a proposal to the Register of Good Safeguarding Practices can be considered as an eligible activity under International Assistance through Form ICH-04. In addition, the absence of sufficient information on the activities and the inconsistencies between the activities and the proposed budget and timetable make it difficult to assess whether the activities are well-conceived. Furthermore, considering the national scope of the project, which covers four regions, the coordination strategy of the implementing organization with the different communities concerned needs to be further explained;

**Criterion A.4**: The project’s potential to have lasting results is shown through the conception of mainstreaming activities, such as quarterly refresher courses and awareness-raising activities, in the work plans of the Directorate of Heritage and Culture Programmes concerned, within the Ministry of Education, Arts and Culture. Furthermore, the project foresees increasing regional cooperation in the southern African countries in the field of intangible cultural heritage. However, in the absence of explicit information on how these activities would continue to be financed and implemented, the sustainability of the results of the project cannot be clearly demonstrated. More precise information on how this project would contribute to a sustainable strategy for safeguarding the element concerned would also have been appreciated;

**Criterion A.5**: The requesting State will share 31 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 information provided in the request foresees reinforced capacities among community members, as a result of the knowledge and experience they would acquire through the proposed capacity-building activities focused on inventorying and documentation. However, further clarification is required as to how the project could contribute to strengthening existing national efforts to safeguard the element concerned, as well as to certain high-impact actions such as the ‘review and formulation of new national culture policies’, the ‘provision of the national budget’ and ‘high level engagement from political decision makers’, as indicated in the request;

**Criterion A.7**: Namibia benefitted from preparatory assistance for the preparation of the nomination of ‘Aixan (gana/Ob +ans tsi//khasigu), ancestral musical sound knowledge and skills’ to the Urgent Safeguarding List (file no. 01418, 2017-2019; US$10,000); the work stipulated by the contract related to this assistance is being carried out in accordance with UNESCO regulations;

**Paragraph 10(a)**: The project is national in scope and involves cooperation with local and national implementing partners, including traditional authorities, the Ministry of Education, Arts and Culture, the Ministry of Local Government and universities;

**Paragraph 10(b)**: The requesting State is hopeful that the project would attract the interest of potential donors in supporting the process of safeguarding the element concerned. The request also implies a potential multiplier effect in terms of tourism activities leading to raised awareness about intangible cultural heritage. However, such possible financial and technical contributions in the future are referred to in general terms and require further explanation.

1. Decides to refer to the requesting State the International Assistance request for the project entitled **Okuruuo, Holy Fire and the associated rituals** 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, to ensure an overall coherence between the proposed activities, timetable and budget and to give full attention to the development of a rigorous and transparent budget providing an allocation, estimation and sufficient justification of the planned expenditures.

**DRAFT DECISION 13.COM 2.BUR 4.5**

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 ITH/18/13.COM 2.BUR/4 as well as International Assistance request no. 01420 submitted by Tajikistan,
3. Takes note that Tajikistan has requested International Assistance for the project entitled **Safeguarding of intangible cultural heritage of Tajik traditional embroidery**:

Implemented by the International Fund of Artisans ‘Haft Paykar’, the proposed twenty-four-month project is aimed at safeguarding the intangible cultural heritage of Tajik traditional embroidery. Since ancient times, traditional embroidery in Tajikistan has played an important role in transmitting cultural information; the ornament of the embroidery is considered to carry a special ‘code’, and by reading it people receive messages. In modern Tajik society, the element has been disappearing and people, including its bearers, are beginning to forget its meaning. As such, there is an urgent need for the element to be thoroughly understood, studied and safeguarded. To respond to this situation, the project intends to implement the following activities: creating a database and an electronic catalogue of various types of Tajik embroidery; building greater awareness, especially among younger generations, of the importance of embroidery and its safeguarding; conducting a scholarly study of embroidery heritage leading to publications and exhibitions; and holding informal training sessions for bearers on the history, decoding, meaning and value of the embroidery. As a result, the knowledge of bearers is expected to be developed and scholarly interest in the practice revived.

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 Tajikistan has requested assistance in the amount of US$44,500 from the Intangible Cultural Heritage Fund for the implementation of this project;
3. Decides that, from the information provided in file no. 01420, 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 refers to the involvement of communities in several activities, but the practitioners are mainly seen as informants of the research and documentation work to be carried out by experts, or beneficiaries of capacity-building activities to be delivered by scholars. It also seems that the proposed ‘ethnographic fieldwork’ will be designed and implemented by specialists and will not involve the community-based inventorying approach encouraged by the 2003 Convention. Additional information is therefore required to demonstrate how the implementing non-governmental organization intends to ensure the active and broad participation of the communities concerned in every step of the project, including its design, implementation, follow-up and evaluation. Information is also needed to demonstrate that the request has emerged from the needs identified by the bearers in the regions concerned;

**Criterion A.2**: The budget is not presented in a sufficiently comprehensive and accurate manner to allow a thorough analysis; it should have a clear internal structure indicating all the costs related to one activity and each expenditure and its associated cost should be presented in an individual expenditure line. Inconsistencies are also noted between the amounts in Form ICH-04 Timetable and Budget and Section 17 (Budget);

**Criterion A.3**: While the request clearly describes that the viability of embroidery traditions in Tajikistan deserves attention, it is not clear how most of the proposed activities – which focus on research, documentation, awareness raising among scholars or the publication of an album of ornaments – will contribute to redressing the issue. The purpose, objectives, activities and expected results are not clearly distinguished and lack coherence, without demonstrating how the expected results will contribute to achieving the safeguarding objectives;

**Criterion A.4**: The key expected results of the project include the establishment of a database, an electronic catalogue and two publications, which is intended to remain available after the end of the project. However, the request does not describe how they will be maintained or how they will be used to raise public awareness of the importance of safeguarding intangible heritage in Tajikistan, in particular among youth. It is also not clear how will they contribute to ensuring the viability of the element. The proposed awareness-raising and capacity-building activities could potentially also have a lasting impact, but more detailed information on their exact purpose and link to the safeguarding objective is needed;

**Criterion A.5**: In Form ICH-04, the requesting State indicated that it would share 13.26 percent of the total budget of the project for which International Assistance is requested but this amount does not concord with the information given in Form ICH-04 Timetable and Budget;

**Criterion A.6**: The project foresees several short capacity-building activities for experts and bearers. However, additional information is needed to clarify their purpose and contents to allow a better understanding of whether they correspond to the spirit of the 2003 Convention;

**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 will be implemented by national and local implementing partners;

**Paragraph 10(b)**: The request expresses the requesting State’s hope that the results of the project could be shared through a conference to attract the interest of potential donors and national authorities, but no concrete plans seem to exist for mobilizing financial and technical contributions and developing similar projects elsewhere;

1. Decides to refer to the requesting State the International Assistance request for the project entitled **Safeguarding of Intangible cultural heritage of Tajik traditional embroidery** 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 concerns raised, and to ensure that there is a correspondence between the overall objectives and the proposed activities, budget and timetable of the project and that transparent details are provided through the presentation of an accurate and coherent budget.

**DRAFT DECISION 13.COM 2.BUR 4.6**

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 ITH/18/13.COM 2.BUR/4 as well as International Assistance request no. 01430 submitted by Tonga,
3. Takes note that Tonga has requested International Assistance for the project entitled **Community-based Inventorying and Transmission of Intangible Cultural Heritage (ICH) in the Island of Tongatapu in Tonga**:

The proposed project, to be implemented by the Culture Division of the Ministry of Tourism in partnership with community representatives and associations, focuses on community-based inventorying and the transmission of intangible cultural heritage in the island of Tongatapu in Tonga. Numerous elements of Tongan living heritage are currently under threat, for reasons that include rapid changes in Tongan society due to migration away from rural areas and out of the country, external cultural influences, and the adverse effect of development projects over the past decade. The Tongan government has made concerted efforts to safeguard intangible cultural heritage, and it is in this context that the Culture Division seeks complementary funding. The proposed project aims to strengthen capacities in community-based inventorying by raising the awareness and capacities of communities and creating a corps of researchers to assist the communities through field research in Tongatapu. The information collected will feed into the national inventory and information systems to be hosted at the Tonga Culture Centre in Tongatapu. To this end, the project will include a one-week capacity-building workshop, community-based inventorying and field research, the establishment of the national inventory and information systems, and support for the transmission of intangible cultural heritage elements in need of urgent safeguarding.

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 Tonga has requested assistance in the amount of US$85,913 from the Intangible Cultural Heritage Fund for the implementation of this project;
3. Decides that, from the information provided in file no. 01430, 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 concerns the community-based inventorying of intangible cultural heritage in one of the main islands of the Kingdom of Tonga and its transmission to future generations. The communities are fully involved in every stage of the project as the key actors: from designing the project through to its implementation as well as monitoring activities and the final evaluation. Representatives from the communities concerned in the island of Tongatapu were consulted during the preparation phase and the entire communities will be at the very center of the inventorying and transmission processes;

**Criterion A.2**: The budget is detailed and in line with the proposed activities, and the amount of assistance requested appears to be appropriate. The budget for supporting transmission activities for intangible cultural heritage elements in need of urgent safeguarding is included as a lump sum, but this seems to be justifiable as their specific implementation and relative costs would depend on the outcomes of the prior inventory-making;

**Criterion A.3**: The main objective of this project is to enhance the capacities of Tongan communities in the island to inventory their intangible cultural heritage and transmit it to future generations. The proposed activities, divided along these two main axes of action, are well-conceived and structured, and the proposed timeline for their implementation follows a logical sequence that seems to be feasible. Furthermore, it is expected that the results of the project would feed into capacity-building and inventorying initiatives already in place at the national level;

**Criterion A.4**: The project will strengthen the capacities of trainees who will be able to continue the community-based inventorying work on Tongan intangible cultural heritage even after the completion of the project. The participation of educational institutions as partners will also enable them to integrate the safeguarding of intangible cultural heritage into their research programmes and projects;

**Criterion A.5**: The contribution by the beneficiary State Party concerns the hiring of the venue for the community-based inventorying workshop; this represents only 0.2 per cent of the overall budget of the project for which International Assistance is requested from the Intangible Cultural Heritage Fund; additional in-kind contribution from the State Party is highly recommended during the implementation of the project;

**Criterion A.6**: The request for assistance is explicitly aimed at building up and reinforcing national and local capacities to safeguard intangible cultural heritage, and in particular to draw up inventories in the island of Tongatapu in the Kingdom of Tonga. The project will also raise awareness about the importance of safeguarding Tongan living heritage not only among community members but also at the national level within relevant government bodies;

**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 proposed activities are local in scope and imply cooperation with local and national implementing partners including community associations, NGOs, research institutes as well as national line Ministries;

**Paragraph 10(b)**: The knowledge and expertise of community-based inventorying could be applied beyond the island to the remaining islands of the Kingdom of Tonga in the future. The successful accomplishment of the project could also stimulate financial and technical contributions from other national institutions in Tonga, including NGOs and educational institutions.

1. Approves the International Assistance request from Tonga for the project entitled **Community-based Inventorying and Transmission of Intangible Cultural Heritage (ICH) in the Island of Tongatapu in Tonga** and grants the amount of US$85,913 to the State Party to this end;
2. Requests that the submitting State work with the Secretariat at the earliest possible opportunity to clarify the budget breakdown and ensure that detailed information is included for all components of the project;
3. Invites the State Party to use Form ICH-04 Report when reporting on the use of the assistance provided.

**DRAFT DECISION 13.COM 2.BUR 4.7**

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 ITH/18/13.COM 2.BUR/4 as well as International Assistance request no. 01441 submitted by Uganda,
3. Takes note that Uganda has requested International Assistance for the project entitled **Strengthening the capacity of community museums to promote inscribed Intangible Cultural Heritage elements**:

Implemented by the Uganda Community Museums Association, in partnership with five community museums located in different regions of Uganda, the proposed 24-month project aims to strengthen the capacity of community museums to promote elements of intangible cultural heritage practised in their vicinity that are inscribed on the Lists of the 2003 Convention. Currently, post-inscription activities for such elements are still limited in Uganda, and the majority of community members are not meaningfully engaged in related activities. This low level of engagement is exacerbated by the limited capacity of community museums to promote intangible cultural heritage, due to insufficient knowledge and experience. To respond to this situation, the proposed project aims to support five community museums in collaborating with their immediate communities to enhance the understanding, appreciation and visibility of the inscribed elements of intangible cultural heritage. Specifically, the project will be based around the following interventions: building the capacities of community museum managers through training to equip them with sufficient information they can share through museum spaces; producing a film and publication for the five elements to enhance their visibility at the national level; encouraging youth participation through outreach activities such as exhibitions and heritage competitions; and strengthening the network of the five community museums to conduct community outreach activities.

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 Uganda has requested assistance in the amount of US$64,750 from the Intangible Cultural Heritage Fund for the implementation of this project;
3. Decides that, from the information provided in file no. 01441, 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 refers to the wide participation of communities in the preparation of the request and in the implementation of the proposed activities through the involvement of community representatives in the management committees of the five community museums, in collaboration with the bearers of the inscribed elements concerned. However, the request lacks a clear explanation of the mechanisms for fully involving communities during the execution of the project and as to how their perspectives and aspirations would be integrated into the management of the project;

**Criterion A.2**: Although the presentation of the budget is generally clear, the appropriateness of the amount requested cannot be assessed due to the expenditure unit costs not being described in US Dollars as well as a significant number of calculation errors throughout the budget. These issues result, in turn, in inconsistencies between the calculation of subtotals and the total budget and consequently lead to uncertainty as to the amount of assistance requested. A detailed description of the activities is also required in order to provide a sufficient justification of the projected expenses in the proposed budget. In addition, there are lump sums that are not budgeted in precise detail such as the activity ‘Conduct community outreach activities’;

**Criterion A.3**: Although the request presents clearly identified activities such as the ‘training of the managers of the community museums’, ‘the production of a promotional film and publication’ and ‘the development of community outreach activities’, etc., such activities are not described in sufficient detail and do not allow for a better assessment of their relevance in relation to the safeguarding objectives of the project. Additional information is needed to explain the clear links between the different activities proposed in a logical sequence, describing how each activity could build on the results of the others;

**Criterion A.4**: The community museum management committees, together with the trained museum managers, are expected to continue supporting efforts to promote the inscribed elements concerned beyond the project period, through ongoing training, documentation and promotional activities, with the support of the implementing partners. However, more precise information on the concrete support mechanisms for communities to sustain their safeguarding efforts would have been appreciated;

**Criterion A.5**: The requesting State will share 2 per cent of the overall budget of the project for which International Assistance is requested, while the Uganda Community Museums Association will cover 1 per cent;

**Criterion A.6**: The information provided in the request foresees the capacity building of the managers of the community museums through a four-day training programme using UNESCO capacity-building materials. In addition, the bearer communities, community museums, young people and local authorities are expected to enhance their general knowledge and skills in the documentation and promotion of intangible cultural heritage. However, the proposed activites are not sufficiently described to demonstrate that they will have a lasting impact on the capacities of the wide range of actors involved, especially the communities, to safeguard the elements concerned and effectively ensure their viability;

**Criterion A.7**: Uganda has benefitted from International Assistance from the Intangible Cultural Heritage Fund for two completed projects – entitled ‘Inventorying the intangible cultural heritage of four communities in Uganda’ (file no. 00557, 2013-2015, US$216,000) carried out by the Ministry of Gender, Labour and Social Development, and ‘Safeguarding and promotion of Bigwala, gourd trumpet music and dance of Busoga Kingdom in Uganda’ (file no. 00979, 2015-2017, US$24,990) by the National Council of Folklorists of Uganda – as well as two ongoing projects, entitled ‘Promoting intangible cultural heritage education in institutions of higher learning in Uganda (file no. 01310, 2017-2020, US$97,582), implemented by the Cross-Cultural Foundation of Uganda, and ‘Community-self documentation and revitalization of ceremonies and practices associated with Empaako naming system in Uganda’ (file no. 01210, 2018-2020, US$232,120) by Engabu Za Tooro – Tooro Youth Platform for Action. 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 national in scope and involves cooperation with local and national implementing partners, including the Ugandan National Commission for UNESCO, the National Council of Folklorists of Uganda as well as various non-governmental organizations;

**Paragraph 10(b)**: The request is expected to generate wider interest in documenting and promoting other intangible cultural heritage elements and to encourage schools to continue their support for youth participation in awareness-raising activities. The request also indicates the possibility of attracting funding from local government organizations.

1. Decides to refer to the requesting State the International Assistance request for the project entitled **Strengthening the capacity of community museums to promote inscribed intangible cultural heritage elements** 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 clear and transparent details are provided through the presentation of an accurate and coherent budget.