

FACT SHEET

QUESTIONNAIRE TO BE FILLED OUT BY THE SECRETARIATS OF UNESCO'S INTERNATIONAL AND INTERGOVERNMENTAL BODIES

1. **Committee/Institute/Convention/Commission/Programme** - International Fund for the Promotion of Culture (IFPC)

a. **Mandate and objectives**

1. The resources of the Fund are intended to promote:

- (a) cultures as sources of knowledge, meanings, values and identity;
- (b) the role of culture for sustainable development;
- (c) artistic creativity in all its forms, while respecting freedom of expression;
- (d) international and regional cultural cooperation.

2. To achieve these aims, the Fund's resources will be used to support:

- (a) the cultural and artistic projects of creators in developing countries;
- (b) culture and development strategies and programmes;
- (c) the reinforcement of national mechanisms, structures and facilities whose purpose is to support cultural activities and artistic creators in developing countries;
- (d) the organization of exchanges to foster international cooperation

(Statutes)

b. **Do you have specific goals for the work foreseen in the current biennium?**

- Annual Administrative Council meetings prepared and held (2016, 2017)
- Call for project proposals launched (2016)
- Evaluation of Fund conducted (2016)
- Implementation of projects approved for co-financing at the 5th and 6th Ordinary Sessions of the IFPC Administrative Council (2016, 2017)

c. **Number of members and length of mandate periods for members**

The Fund is administered by an Administrative Council consisting of eight members designated by the Director-General, on the basis of equitable geographical distribution. The members designated are eminent and independent persons whose competence and achievement in the fields of the arts and culture are recognized internationally. **Two** members of the Administrative Council are from the donor countries. Members of the Administrative Council sit in a personal capacity. Members of the Administrative Council are appointed for a period of **four** years. When the Council was first established, three

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members were designated for a period of **two** years. Members are immediately re-eligible for a second term of **four** years of office. Following this second term, members are no longer eligible to be appointed to the Council thereafter. (Statutes)

The Administrative Council elects its President and two Vice-Presidents from among the six independent persons who do not represent the donor countries. The President and the two Vice-Presidents shall be elected for a term of two years, renewable for a further two terms. (Rules of Procedure)

d. Are the members organized by electoral groups?

Yes. Six of the eight members on the Administrative Council represent each of the 6 electoral groups. The other two members on the Administrative Council represent the donor countries.

e. Intergovernmental or personal capacity/expert capacity of members

The members of the Administrative Council sit in a personal capacity. They are eminent and independent persons whose competence and achievement in the fields of the arts and culture are recognized internationally. (Statutes)

f. Have chairperson or/and Members States received introduction to the work and working methods?

The Rules of Procedure of the IFPC were adopted by the IFPC Administrative Council at its first ordinary meeting (2012).

g. Are Observers authorized to participate and/or take the floor?

Donors to the Fund may attend the meetings of the Administrative Council as observers without the right to vote. The Administrative Council may invite representatives of intergovernmental and non-governmental organizations to attend its meetings as observers. (Statutes, Rules of Procedure)

h. Meeting frequency and length

The Administrative Council meets in ordinary session for a two-day meeting once per year. It may meet in extraordinary session electronically when convened by the Director-General or at the written request of a simple majority of its members. (Statutes)

i. How many languages are interpreted during the meetings?

Two: English and French (Rules of Procedure)

j. Where do the meetings take place?

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Ordinary sessions take place at UNESCO headquarters. Extraordinary sessions take place electronically.

k. Overall budget, including corresponding funding sources broken down as follows:

| | RP | Other sources |
|--|----|---------------|
| Organizing meetings | 0 | 100% |
| Operational activities | 0 | 100% |
| UNESCO staff (approximate budget in lump sum) | 0 | 100% |

2. Bureau (if any) – Not applicable

- a. Number of members, mandate period, number of times for possible reelection
- b. Intergovernmental or personal capacity/expert capacity?
- c. Meetings frequency and length
- d. Are observers allowed to participate and/or speak?
- e. Interpretation during the meetings?
- f. How many languages interpreted during the meetings?
- g. Where do the meetings take place?
- h. Are minutes of the meetings of the Bureau prepared? Are the minutes distributed and to whom?

3. Rules of procedure

a. Who adopts the rules of procedure?

The IFPC Administrative Council.

b. Preparation of meeting

i. Who decides agenda?

The Director-General prepares the provisional agenda of the sessions of the Administrative Council. The provisional agenda of an ordinary session of the Committee shall include: (a) the items that the Administrative Council has decided to place thereon at previous sessions; (b) the items proposed by the

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members of the Administrative Council; (c) the items proposed by the Director-General. The President shall submit for approval the provisional agenda to the Administrative Council at the opening of the session. (Rules of Procedure)

ii. When are documents sent out?

The documents are sent to the Administrative Council members in January of each year. The IFPC Administrative Council meets in ordinary session in February.

iii. Are they sent out in paper form?

The paper documents are distributed at the Ordinary Sessions of the Administrative Council.

iv. Can you opt out of receiving printed documents?

No.

v. Who decides the timetable?

The Administrative Council.

vi. Who convenes the meeting?

The Director-General notifies the members of the Administrative Council of the date and venue of the ordinary and extraordinary sessions. (Rules of Procedure)
The Administrative Council meets in ordinary session once a year. It may meet in extraordinary session electronically when convened by the Director-General or at the written request of a simple majority of its members. (Statutes)

vii. Do you open up for video meetings?

Video meetings are used for extraordinary sessions. (Statutes)

viii. Can there be extraordinary sessions?

i. If yes: how?

Extraordinary sessions can be convened by the Director-General or at the written request of a simple majority of its members. (Statutes)

ix. Do you appoint sub groups or sub committees?

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The Administrative Council may establish working groups, as it deems necessary, whose members will be appointed by the Council. (Rules of Procedure)

i. If so for what duration and for which tasks?

c. Decision-making

i. Who prepare draft decisions?

The IFPC Secretariat prepares the draft decisions which are discussed and adopted at the annual Ordinary Meetings.

ii. Until when can member states suggest new draft decision or amendments?

iii. Are observers allowed to participate and/or speak?

iv. How are decisions adopted?

The Administrative Council adopts such decisions and recommendations as it may deem appropriate, in the field defined in the Statutes of the Funds. Each decision shall be adopted at the end of the discussion of the agenda. Except where otherwise specified, decisions of the Administrative Council are taken by simple majority of the members present and voting. Members who abstain from voting are considered as "not voting". (Statutes)

4. Relation to General Conference and Executive Board and to other intergovernmental organs

a. Do you formally submit proposals for the program and budget of UNESCO (C/5)?

a. If yes, how?

No.

b. How do you follow-up the General Conference's resolutions?

Resolutions from the General Conference are presented to the IFPC Administrative Council - when applicable - at its annual Ordinary Session.

c. Do you give input to the Executive Board in your field of competence?

When applicable.

d. Do you report on your activities to the General Conference and/or to the Executive Board more than once during each four year programme period?

Since the revitalization of the IFPC in 2011, a report of the activities of the Fund is systematically presented to each General Conference.

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e. How do you follow-up the Executive Board decisions?

Decisions are discussed - when applicable - during the annual Ordinary Session of the IFPC Administrative Council.

f. Does a specific framework exist to collaborate with other international and intergovernmental bodies?

There is systematic information sharing between the IFPC and the IFCD Secretariats on projects recommended for co-financing.

5. Any others comments regarding the governance of international and intergovernmental bodies

No

6. Please provide the reference and if possible hyperlink to the relevant statutory documents, including General Conference Resolutions establishing the bodies and relevant Executive Board decisions

[187 EX/22](#): Draft Amendments to the Statutes of the International Fund for the Promotion of Culture (IFPC)

[187 EX/Decisions](#)

[187 EX/55 Part I](#)

18 C/Resolution 3.322: Establishment of the International Fund for the Promotion of Culture (IFPC) and approval of its Statutes

[36C/REP/24](#): Report on the Amendments to the Statutes of the International Fund for the Promotion of Culture (IFPC)

[38C/69](#): Re-design of the UNESCO-Aschberg Bursaries for Artists and Amendment of the International Fund for the Promotion of Culture (IFPC)