



United Nations
Educational, Scientific and
Cultural Organization



Intangible
Cultural
Heritage

International Assistance

ICH-06-Report – Form

REQUEST FOR PREPARATORY ASSISTANCE FOR ELABORATING A PROPOSAL FOR INSCRIPTION ON THE REGISTER OF GOOD SAFEGUARDING PRACTICES

FINAL NARRATIVE REPORT

Beneficiary State Party: Albania

Name of the programme, project or activity to be nominated for inscription:	National Folk Festival of Gjirokastra (NFFoGj)-50 years best practice in safeguarding Albanian intangible heritage
Geographic location and range of the programme, project or activity:	Gjirokastra, Albania
Time frame:	Starting date: 30/11/18 Completion date: 31/03/19
Budget:	Total: US\$12220 <i>Including:</i> Intangible Cultural Heritage Fund: US\$9800 State Party contributions: US\$ Other contributions: US\$2420
Implementing agency:	Academy of Arts and Heritage ODEA
Contact person:	Title (Ms/Mr, etc.): Mr, Prof., PhD Family name: Tole Given name: Vasil Institution/position: ODEA/ Head of Director Board Address: Blvd. Bajram Curri, P. 298, ap. 19, Tirana Telephone number: 00355692055551 E-mail address: vasiltole@hotmail.com

Process of elaborating the proposal

Provide a description of the process that was used to elaborate the proposal. Explain the mechanisms employed for fully involving the communities, groups, or if applicable, individuals concerned in the preparation of the proposal.

Not fewer than 200 or more than 500 words

ODEA Academy was the implementation body for preparing the proposal. After signing the Contract 4500382311, the Directors' Board of ODEA appointed its administrator, Mrs. Enkelejda Tole, as the executive officer of the project who would carry out the administrative and financial tasks in the implementation of all activities under the Contract. At the beginning, a detailed work-plan accompanied by a budget breakdown and timeframe was drafted by the executive officer in conformity with the Article 1.2.

At the same time, the heads of the institutions responsible in organizing NFFoGJ that had given prior consent during the preparation phase of the request were contacted to nominate their own representative in the Steering Committee. By the official act of the executive officer, the SC was established and composed by five members of the respective institutions: the Ministry of Culture, the Institute of Cultural Anthropology and Art Study, the National Center for Traditional Activities, the Prefect of Gjirokastra County and Academy ODEA. The purpose of establishing the SC was to provide the proper support, guidance and oversight of the process for preparing the proposal and especially for fully involving the communities and stakeholders in this process. Ever since the first meeting the SC approved the work-plan/ budget/ timeframe and agreed with ODEA's proposals for the selected experts to be contracted for the implementation of the activities as specified in the Article 1.1. The contracted experts are the well-known and have sufficient experience in ICH research, public relationships and folk festivals organization.

The respective contracts agreed between the parties have clearly defined the responsibilities and deadlines for each expert in accordance with the Contract 4500382311 and approved work plan in order to guarantee a successful process in the preparation of the proposal. Updating and reporting the information on process performance in compliance with the terms of the contracts to the project management structure was carried out by the executive officer.

As the documentary evidence of the consent of communities was mandatory and will be used in the process of evaluating and examining the proposal, the broad involvement of the communities, groups and individuals was considered very significant. Firstly, a list of target communities, groups and individuals concerned was discussed at the first meeting of the Steering Committee which consisted of three main categories, as follows:

- Festival's institutional organizers at central and local level
- Target communities, groups and individuals as bearers and performers at folk festival
- Involved communities and groups in supporting the festival as a local community, as well as the groups and individuals in the field of ICH research, education, tourism and media

Through the network of the cultural centers and associations, the folk individuals and ensembles were contacted directly by personal meetings or via email. At the same time, the engagement of the institutional representatives at the central and local level provided the broad involvement of communities, groups and individuals in the field of education, research, media and tourism.

Preparatory measures supported financially by the Intangible Cultural Heritage Fund

What are the specific activities in the process of elaborating the proposal that were financed by the Intangible Cultural Heritage Fund? Please indicate the nature and sequence of such activities (e.g. a film or photos necessary for the submission of a proposal, the organization of consultations with communities, expert services for the preparation of a proposal, translation services, etc.).

Provide information concerning only the specific measures that were funded by this preparatory assistance request.

Not fewer than 300 or more than 750 words

The specific activities financed by the ICH Fund are as follows:

1. Preparatory activities which consisted in:

1.1 Appointment of the Executive Officer who perform administrative and financial tasks throughout the process (by the Director's Board Decision No.2 on December 1st, 2018)

1.2 Establishment of the Steering Committee composed by 5 representatives of the institutional organizers of NFFoGj. (by the Official Act of the CEO no.2/3 on December 4th, 2018)

1.3 Organization of the first meeting of SC on December 20th 2018, which approved the work-plan/ budget/ timeframe and the selected experts to be contracted. The sample text of the Letters of Support and the list of the communities, groups and individuals targeted to be involved in the process of giving the consensus for the proposal were also agreed by all the members of the SC.

1.4 Contracting the expert for community consultations who coordinated the activities no.2 (the Contract no 2/4 on December 24th, 2018)

1.5 Contracting the intangible cultural heritage expert who had the main responsibility in research and editing of the audio visual materials and proposal file. (the Contract no 2/5 on December 26th, 2018)

1.6 Contracting the technic expert in the video production who assisted in editing of the documentary video in compliance with the requirements of the technical specifications. (the Contract no 2/6 on January 24th, 2019)

1.7 Organization of the second meeting of SC on February 7th, 2019 to review the progress of the process and to discuss further measures for its successful completion.

2. Organization of community consultations. Providing the sufficient documentary evidence of consent of communities, groups and individuals concerned was a process that took the significant attention and was realized with the cooperation of many institutions' representatives in central and local level.

2.1 *The community consultations* were conducted through direct contacts and communications as below:

- personal meetings with their principal representatives
- forums organized mainly in the city of Gjirokastra and its suburbs
- by phone, email, websites, social media etc.

The contacted expert communicated firstly with the representatives of the cultural centers and associations in the most of the municipalities to get their consensus. In the most of cases, the representatives have provided the support letters accompanied by a list of the corresponding members' signatures. A similar approach was applied for all target groups, such as the institutional organisers and researches; media and tour operators as well as for local communities. For the consensus of the local community of Gjirokastra, the Prefect of Gjirokastra County distributed sample texts of the declaration among local residents, presenting it also to representatives of local authorities and public institutions.

2.2 Because documentary evidence of the consent of communities is mandatory along with a translation into English, ODEA *contracted a translator* who carried out most of necessary translation services throughout the process of the preparing the proposal (the Contract no. 2.8 on March 5th, 2019)

3. Production of the edited video and 10 photographs.

3.1 The ICH expert researched and selected the audio-visual materials from some archives at Albanian Radio Television; Film Archive; State Archive, Institute of Cultural Anthropology and private archives. He also drafted the text of the video scenario.

3.2 Technical production of a documentary video of 5-10 minutes in conformity with the technical specification.

3.3 Subtitling of the video

3.4 Production of 10 photos

Activities 3.3 and 3.4 were carried out by the ICH expert based on the Addendum of the Contract no. 2/5.

4. Closure Activities consisted on:

4.1 Contracting an expert (Contract no.2/7 on March 5th, 2019) to assist in drafting the project proposal according to the Article 1.5.

4.2 Submission of the proposal file according to the Article 1.6 of the Contract no. 4500382311. For preparing the proposal, the experts used the standard Form ICH-03 (signed by the Minister of Culture on behalf of the State Party, together with the consent letters from the practicing communities (original language with English translation), 10 photographs and a 5-10 minute video, as well as the original signed corresponding grants of rights (Form ICH-07photo and Form ICH-07-video) ;

4.3 Submission of the Final report, financial statement according to the Article 1.7 of the contract.

The above activities were generally carried out in accordance with the detailed work plan submitted according to the Article 1.2. These activities were budgeted to fund mainly by the ICH fund and partly from other sources.

Lessons learnt

What are the key lessons learnt regarding the following:

- *Attainment of expected results. Also describe any unexpected results, direct or indirect, whether positive or negative from the proposal process if applicable.*
- *Ownership of key stakeholders and community involvement*
- *Delivery of project outputs. Also describe any other indirect outputs (e.g. capacity built, additional funding secured).*
- *Project management and implementation*

Not fewer than 300 or more than 750 words

Despite of some slight deviations from the expected results, deadlines and budgets, the process of preparing the proposal was generally carried out in line with the work plan and terms of the contract.

Because of the nature of the activity 2 (Organization of the community consultations) , the most of lessons learned are regarding the attainments of the results, the management and the community involvement in providing of the sufficient documentary evidence of their consent as follows:

- In providing the consensus of ICH bearers and folk ensembles, the contracted expert for community consultations targeted mainly to contact the representatives of the cultural centers and associations in local level. Because of the specific organizational hierarchy of the cultural centers in the respective municipalities, many mayors, county councils and prefectures were informed of this initiative and expressed the readiness to sign individually (the case of the Mayors of Tirana, Korca etc) as well as to share the declaration to the local communities or institutions in their jurisdiction (the case of Tirana, Durres, Fier, Peshkopi, etc). Therefore, there was an overcoming of the expected documentary evidence of the

local communities' consensus.

- Due to the engagement of the Prefect of Gjirokastra County many representatives of the municipalities, regional directorates, educational and artistic institutions as well as NGOs of this district were contacted and involved in providing the broader support of this local community than expected.
- In many cases, the representatives of the institutional organizers of the NFFoGj in central and local level as well as of the research and educational institutions have been individually engaged in getting the consensus of their respective memberships and thus gaining more documentary evidence.
- There were consensus of the highest representatives of central government in submitting the proposal, mentioning here the support of the Prime Minister as the Honor President of the Festival.
- There were few people who were skeptical about the organization of the festival, especially for the first 5 editions held during the socialism period (1968-1990). Their skepticism was related to some restrictions that were imposed on some "qualified" opponents of that system to participate in the festival. Despite this, even in those years NFFoGj had the important role in building the good practices in safeguarding the intangible cultural heritage. In the other 5 editions organized after the fall of the socialist system (1995-2015), there are no limitations on the comprehensiveness of ICH bearers in NFFoGJ.
- During the winter period (November-March), there is a very poor calendar of the artistic activities accompanied by seasonal immigration of the ICH bearers. Consequently there were delays and shortcomings in collecting the supportive evidence by the artistic community.
- Due to the above-mentioned circumstance, the most effective forms in consulting and providing the community consensus were considered to be the contacts with their representatives via internet and phone. This approach affected the reallocation of funds budgeted mainly by other sources. Almost all the budgeted expenses against the State Party were funded by ODEA and about the half of these funds were reallocated for the disbursement of the office operating expenses.
- During the production of the video and 10 photos, the experts faced a voluminous work mainly in researching and selecting the proper materials from several archival sources. In many cases, the experts found many photos and video recordings did not provide the high quality and/or could not be formatted in accordance with the technical specifications required.

The preparation of the proposal of the National Folk Festival of Gjirokastra for the Register of Good Safeguarding Practices was the first experience of the Academy ODEA as the implementing body in the UNESCO Assistance Programs. As a matter of fact, the executive staff of ODEA learned some valuable lessons related not only to the management and implementation of these projects but also to the philosophy and mechanism of the 2003 UNESCO Convention.

Name and signature of the person having completed the report

Name: Enkelejda Tole

Title: CEO/ODEA

Date: March 15th, 2019

Signature:

