



United Nations
Educational, Scientific and
Cultural Organization



Intangible
Cultural
Heritage

Reçu CLT / CIH ITH		
Le	15 MAI 2017	
N°	0825	

REQUEST FOR INTERNATIONAL ASSISTANCE FROM THE INTANGIBLE CULTURAL HERITAGE FUND

For amounts greater than US\$100,000:
deadline **31 March 2017** for a possible approval in **2018**

For amounts up to US\$100,000:
submit at any time

Instructions for completing the request form are available at:
[HTTP://WWW.UNESCO.ORG/CULTURE/ICH/EN/FORMS](http://www.unesco.org/culture/ich/en/forms)

Nominations not complying with those instructions and those found below will be considered incomplete and cannot be accepted.

STATES PARTIES ARE FURTHER ENCOURAGED TO CONSULT THE AIDE-MÉMOIRE FOR COMPLETING A REQUEST OF INTERNATIONAL ASSISTANCE AVAILABLE ON THE SAME WEBPAGE.

Possibility to request international assistance when nominating

To nominate an element for inscription on the Urgent Safeguarding List and simultaneously request international assistance to support implementation of its proposed safeguarding plan, use form ICH-01bis.

To request international assistance that is not related to a nomination, continue to use form ICH-04.

1. State(s) Party(ies)

For multi-national requests, States Parties should be listed in the order on which they have mutually agreed.

Ukraine

2. Contact person for correspondence

2.a. Designated contact person

Provide the name, address and other contact information of a single person responsible for all correspondence concerning the request. If an e-mail address cannot be provided, indicate a fax number.

For multi-national requests provide complete contact information for one person designated by the States Parties as the main contact person for all correspondence relating to the request and for one person in each State Party involved.

Title (Ms/Mr, etc.):	Mr
Family name:	Butsenko
Given name:	Oleksandr
Institution/position:	Ukrainian Center for Cultural Studies, Acting Director
Address:	9 Lavrska Str., 01015, Kyiv
Telephone number:	+38-044-2543544
E-mail address:	uckd2014@gmail.com
Other relevant information:	in consortium with the NGO the Development Centre "Democracy through Culture"

2.b. Other contact persons (for multi-national files only)

Provide below complete contact information for one person in each submitting State, other than the primary contact person identified above.

3. Project title

Indicate the official title of the project in English or French that will appear in published material.

Not to exceed 200 characters

Needs Assessment for Reinforcing Ukraine's National Capacities in Strategy Development for ICH Safeguarding

4. Summary of the project

Provide a brief description of the project for which assistance is requested, including its overall objectives, expected results and main modalities of action. State(s) Party(ies) is/are invited to submit requests that recognize and respect local development agendas in their design and planning.

Not fewer than 200 or more than 300 words

On implementing 2003 Convention for the Safeguarding of Intangible Cultural Heritage and the UNESCO global strategy directed at reinforcing national capacities for ICH safeguarding, it is requested the assistance in providing advisory services for policy development in the field of intangible cultural heritage.

The project envisages the expert overview of the situation of ICH safeguarding and implementation of the 2003 UNESCO Convention in Ukraine through:

- reviewing main institutions and stakeholders involved at national and local level for Convention implementation;
- analyzing what efforts have been made to translate the principles of the 2003 Convention into national law and policy documents, national and regional programmes, as well as system(s), mechanism(s) and modality(-ies) of drawing up inventory(-ies) of intangible cultural heritage;
- examining relevant research literature on the diversity of intangible cultural heritage in Ukraine;
- identifying and prioritizing needs in legislative, political and economic instruments, as well as in human capacities for developing efficient strategy in intangible cultural heritage safeguarding;
- processing the results of overview and preparing relevant advisory report for the improvement of the professional and institutional capacities in safeguarding intangible cultural heritage in Ukraine.

Expect results:

- identification of the needs that Ukraine encounters in the policies of ICH safeguarding;
- qualitative analysis of the accumulated data and practical recommendations for the development of wide-ranging and efficient policies for the implementation of the 2003 UNESCO Convention;
- a tentative few year action plan with recommendations, list of top-priorities and practical suggestions for enhancing the safeguarding policies and the capacity-building in the country.

Expected outcomes:

- public awareness about the role of intangible cultural heritage in national identification and social development;
- efficient use of ICH safeguarding efforts for social cohesion and peace policies, as well as for sustainable development strategies;
- international recognition and cooperation.

5. Is this an emergency request that might receive expedited processing?

Indicate if this is an emergency request that might warrant expedited examination by the Bureau. For this purpose, an emergency shall be considered to exist when a State Party finds itself unable to overcome on its own any circumstance due to calamity, natural disaster, armed conflict, serious epidemic or any other natural or human event that has severe consequences for the intangible cultural heritage as well as communities, groups and, if applicable, individuals who are the bearers of that heritage. You will be asked to describe the nature and severity of the emergency in section 13.

emergency request

non-emergency request

6. Duration of the project

Indicate the total number of months required for implementation of the proposed project. Assistance from the Intangible Cultural Heritage Fund can only cover a period of 36 months.

3 months

7. Previous financial assistance from UNESCO for similar or related activities

Has the State Party ever received any international assistance under the Intangible Cultural Heritage Fund of the 2003 Convention to implement related activities in the field of intangible cultural heritage?

No

Yes (if so, please provide details below: title, period, contract number and funding source)

8. Name of the implementing agency (contracting party, if assistance is provided)

Indicate the name of the agency, institution or organization responsible for implementing the project; this agency will be contracted by UNESCO if assistance is granted. **INDICATE ALSO THE NAME AND TITLE OF THE CONTACT PERSON AND OTHER RELEVANT CONTACT INFORMATION.**

Name of the agency: Development Centre "Democracy through Culture"

Name and title of the contact person: Valentyna Demian, Executive Secretary and Coordinator

Address: 34-b, Predslavynska Str., 03150, Kyiv, Ukraine

Telephone number: 380964621961

E-mail address: demcult2015@i.ua

Other relevant information: In consortium with the Ukrainian Center for Cultural Studies

9. Scope of the project

Tick only one box.

local (sub-national)

national

sub-regional/regional (more than one country)

international (including geographically non-contiguous areas)

10. Location of the project

Identify and characterize the geographical area(s) in which the project will be carried out.

Not to exceed 100 words

It is envisaged that project activities in Ukraine will be executed during on-site visit of international expert in Kyiv, Dnipro, Sumy and Lviv.

In Kyiv, there will be examined national level, main stakeholders and institutions, multicultural issues, policy documents and programmes; in Dnipro, there will be meeting of southern eastern part of Ukrainian stakeholders and institutions, this is a region from where two ICH elements are inscribed in UNESCO lists; in Sumy, there will be examination of northern and central areas; in Lviv, there will be review of western part and Carpathian area.

11. Purpose of request

Tick one box to identify the purpose for which international assistance is requested.

This form is not to be used for requesting preparatory assistance. States Parties wishing to request preparatory assistance for the elaboration of nominations for inscription on the Urgent Safeguarding List should use Form ICH-05, and States Parties wishing to request preparatory assistance for elaborating proposals for the Register of Best Safeguarding Practices should use Form ICH-06.

- safeguarding heritage inscribed on the Urgent Safeguarding List
- safeguarding heritage being nominated for inscription on the Urgent Safeguarding List
- elaboration of inventories
- implementation of programmes, projects and activities for safeguarding

12. Forms of assistance requested

Tick one or several boxes to identify the forms that the international assistance will take.

- studies concerning various aspects of safeguarding
- the provision of experts and practitioners
- the training of all necessary staff
- the elaboration of standard-setting and other measures
- the creation and operation of infrastructures
- the supply of equipment and know-how
- other forms of financial and technical assistance

13. Background and rationale

Provide a brief description of the current situation and the need that the proposed assistance would address. For emergency assistance requests, describe the nature and severity of the emergency.

1. For safeguarding of a particular element, provide a description of the element, its social and cultural functions, its viability in terms of its practice and transmission and why safeguarding measures are required at this time.
2. For programmes or activities not focused on a particular element (e.g., preparation of inventories, strengthening of capacities, awareness-raising, visibility), describe why these programmes or activities are necessary and what gaps exist in other related programmes and activities.

Not fewer than 750 or more than 1000 words

The request for the needs assessment survey reflects the complicated situation of intangible cultural heritage in Ukraine as a result of intertwined reasons. On the one hand, there is extremely rich ICH, diverse in its forms and widely distributed in all parts of the country, representing its history and multicultural tradition and shaping national identity, the important resource for national building, sustainable and peaceful development. On the other hand, however, this heritage is facing considerable constraints in maintaining its viability in the present-day contexts and is increasingly facing the threats of disappearance and decrease of its vitality.

Like in many other countries, especially in Central and Eastern Europe, the economic transformations and critical situation resulted in the decline of traditional practices. Such negative effect was multiplied by other factors. Among them, there should be named: social and political turmoils, including armed conflict and the loss of a part of historic territory (annexed by Russia); external and internal migration, especially of young people, and population replacement (about 2

mn of internally replaced persons because of armed conflicts); ageing of ICH bearers, mainly village residents, without transferring their skills and knowledge, and thus, the erosion of local cultural practices and expressions; the lack of interest of young generation in maintaining some of the traditional practices and expressions because they associate them often with the soviet past and artificial folk culture; the lack of educational courses on preschool, school and high school level, as well as professional trainings.

Some positive steps were made during last years in inventorying and in inscriptions to the national list of ICH elements and compiling regional inventories; and the various initiatives aimed at raising awareness and popularization of cultural heritage were realized. In order to implement the key provisions of the Convention and coordinate the process, following the Art. 13 of Convention, the Ukrainian Center for Cultural Studies (UCKD) under the Ministry of Culture of Ukraine was nominated to be the authorized institution for scientific and methodological support for the implementation of the Convention for the Safeguarding of the Intangible Cultural Heritage (the Ministerial order N2 548 of 27.07.2015). Since that time the Ukrainian Center for Cultural Studies together with the Development Centre "Democracy through Culture", civil society research and development tank, has been actively pursuing coordination, research, scientific and informational campaign which has allowed to link and activate different stakeholders, organize a set of information, training and scientific workshops and conferences, analyze general situation.

Despite these positive steps, however, there are also a number of weaknesses that still prevent the development of adequate policies and measures for safeguarding ICH in the country. Among these weaknesses one can list, first of all, the absence of an integrated strategic plan for ICH issues; the lack of coordination and unified efforts of state, regions and independent institutions for carrying out safeguarding policies; the absence of special law (or provisions) that would directly approach ICH and its safeguarding; the scarce financial resources (if no absence) for ICH-related initiatives; the insufficient presence of ICH in educational programs; the low level of involvement of communities, civil society, and the media in policies related to ICH.

All these and some other weaknesses should be outlined, presented and analyzed to prepare the comprehensive advisory report as a launching point for the development of a several-year action plan for overcoming mentioned weaknesses and for strengthening the capacities for safeguarding ICH in Ukraine, and as a powerful advocacy tool for developing integrated governmental inter-ministerial programme.

14. Objectives and expected results

Identify in terms as clear and measurable as possible: (i) what medium-term effects would be achieved by the implementation of the project (objectives) and (ii) what kind of positive impacts and concrete accomplishments would be seen after implementing the proposed project (expected results). Both need to be spelled out in detail and linked to the information included under section 15 below (Activities).

Not fewer than 100 or more than 300 words

(i) medium-term effects:

- identification of the major aspects that would require improvement in terms of institutional, legal and policy frameworks, definition of the main needs in terms of professional and institutional capacity;
- delineation of the major steps that need to be undertaken for safeguarding different realms of intangible cultural heritage, with an attention to the levels of urgency, sustainability, and long-terms effects;
- assessment of the relevance of the existing policies, proposal of measures for capacity building for enhancing intangible cultural heritage safeguarding policies;
- a tentative few year (at least, three-year) action plan with recommendations, list of top-priorities

and practical suggestions for enhancing the safeguarding policies and the capacity-building in the country.

(ii) expected results:

- public awareness about the role of intangible cultural heritage in national identification and social development;
- efficient use of ICH safeguarding efforts for social cohesion and peace policies, as well as for sustainable development strategies;
- international recognition and cooperation.

15. Activities

What are the key actions to be carried out or work to be done in order to achieve the expected results identified in section 14 (Objectives and expected results)? Activities need to be described in their best sequence, explained in a detailed and narrative manner and their feasibility should be demonstrated. The information included in this section should be consistent with that provided under section 17 (Timetable of the project) and section 17 (Budget).

Not fewer than 300 or more than 1000 words

It is proposed that the work will be done by the international expert with support of national expert facilitating on-site visit and supportive activities. The following key actions are envisaged to achieve the expected results:

- 1) desk research and preparation of the field visit in Ukraine (first month);
- 2) on-site research visit in Ukraine (second month);
- 3) analysis of the collected data and preparation of the needs assessment report (third month).

The first step will involve preliminary gathering of materials of the situation of ICH safeguarding in Ukraine, of the implementation of the 2003 UNESCO Convention, and of the different institutions and stakeholders involved at national and local level on ICH safeguarding policies, documents and available information about the safeguarding policies and practices in the country over the past few years, with an aim to identify the main issues to be addressed in meetings and interviews during the on-site visit. Also, it envisages the preparation of a draft questionnaire about the situation of safeguarding intangible cultural heritage in Ukraine to distribute it and get feedback from different stakeholders before and during the on-site visit, as well as preliminary programme of the visit.

The second step will involve carrying out structured and semi-structured interviews and conversations with stakeholders, representatives of different public institutions in Ukraine and community members, with the purpose of addressing the main priorities and challenges encountered in implementing the 2003 UNESCO Convention. The period for the on-site visit could be during 12-14 days in the second month of the project implementation, including 4 meetings in Kyiv, Dnipro, Sumy and Lviv.

The third step will involve processing the results of the inquiries, interviews and conversations and extracting the information relevant for the improvement of the professional and institutional capacities in safeguarding intangible cultural heritage in Ukraine; drawing up qualitative analysis of the accumulated data and practical recommendations for the development of wide-ranging and efficient policies for the implementation of the 2003 UNESCO Convention; preparing a tentative several-year action plan with recommendations, list of priorities and practical suggestions for enhancing the safeguarding policies and the capacity-building in the country.

16. Timetable of the project

Attach a month-by-month timetable for the proposed activities, preferably using the **ICH-04 Timetable and Budget** form. The information provided should be in conformity with that in section 6 (Duration of the project) as well as in conformity with the detailed activities and their sequences as included under section 15 (Activities) and in the budget overview in section 17. Please note that the activities can only begin approximately three months after approval of the request at the earliest.

17. Budget

Attach a detailed budget breakdown in US dollars of the amount requested, by activity and type of cost (e.g. personnel, travel, supplies, equipment, etc.) with enough specificity and detail so as to provide sufficient justification and to allow actual expenses to be matched directly against the projections. This budget breakdown shall be provided as an attachment to this form, preferably using the **ICH-04 Timetable and Budget** form. The budget should reflect only the activities and expenses described above and be prepared in a rigorous and transparent way, fully reflecting all sources of support.

In each section of the budget, clearly distinguish the amount requested from the Intangible Cultural Heritage Fund from the amount to be contributed by the State Party or other sources. The State Party contribution includes local and national government allocations as well as in-kind contributions; 'other sources' can include NGOs, community organizations, foundations or private donors.

It is also crucial that the budget breakdown should correspond exactly to the detailed narrative description provided under section 15 (Activities) and to the timetable attached for section 16.

Provide below the budget overview, being certain that the figures are identical to those provided in the **ICH-04 Timetable and Budget** form.

Overview:

Amount requested from the Fund: US\$ 28 500

State Party contribution: US\$ 6 500

Other contributions (if any): US\$ 500

Total project budget: US\$ 35 500

18. Community involvement

Identify clearly the community(ies), group(s) or, if appropriate, individuals concerned with the proposed project, including the role of gender. Describe the mechanisms for fully involving them in the preparation of the request as well as in the implementation of all the proposed activities and in their evaluation and follow-up. This section should describe not only the participation of the communities as beneficiaries of the project and of financial support, but also their active participation in the project design; their perspectives and aspirations should be fully reflected in the proposed project.

Not fewer than 300 or more than 500 words

The goal of the proposed project is to outline the major challenges encountered in the implementation of the 2003 Convention on the national, regional and local level in Ukraine, taking into account current political and economic situation, strategic decisions related to democratization and decentralization approaches, to identify the main needs in the field of ICH safeguarding, and to propose recommendations for improvement, with a special attention to aspects of urgency, sustainability, and long-terms effects.

Thus, beneficiaries of the project will be, first of all, local communities, groups and individuals in villages and towns which have created, are creating or going to create inventory of ICH elements, bearers of skills, knowledge and traditional practices related to nature and health, medical and combustible plants, language, artistic expression, rituals, etc. The need to have thoroughly considered and structured supportive policy is explained by the fact that this intangible cultural heritage is facing considerable constraints in maintaining its viability in the present-day contexts and is increasingly facing the threats of disappearance and decrease of its vitality (see section 13).

The institutions involved into intangible cultural heritage sphere and 2003 Convention implementation will get necessary capacities and instruments for advocacy and development of

the government (inter-ministerial) integrated ICH safeguarding multi-year strategy. It concerns, in particular, such central agencies, research institutions, public and non-governmental organizations, as Ministry of Culture of Ukraine, Ministry of Education and Science of Ukraine, Ministry of Family, Youth, and Sports Issues of Ukraine, Ministry of Information of Ukraine, Ministry of Economy and Trade of Ukraine, Ministry of Regional Development, Construction and Municipalities of Ukraine, Ukrainian Center for Cultural Studies, M.T.Rylsky Institute of Art, Folklore Studies and Ethnology, Institute for Cultural Studies, Taras Shevchenko Kyiv National University, Bogdan Khemlnytsky Melitopol Teachers Training University, Ismail State Humanitarian University, Lesia Ukrainka Eastern European National University, Development Centre "Democracy through Culture", National Center for Folk Culture "Ivan Honchar Museum", Ukrainian Centre for Culture and Arts, Center of Crimean Tatar culture "Tamga", Karaite Cultural Centre "Kale", regional creative centers, and other.

19. Implementing organization and strategy

Describe the background, structure, mission and relevant experience, etc. of the implementing organization or body indicated under section 8 that will be responsible for carrying out the project. Identify the human resources available for implementing it and indicate their division of tasks. Describe how it will manage the project implementation.

Not fewer than 150 or more than 500 words

The project will be implemented by the consortium of two organizations created in 2015, on the basis of mutually signed Memorandum: the Ukrainian Center for Cultural Studies at the Ministry of Culture of Ukraine and the Development Centre "Democracy through Culture".

The Ukrainian Center for Cultural Studies is a state research institution nominated by the Ministry of Culture of Ukraine to be the authorized institution for scientific and methodological support for the implementation of the Convention for the Safeguarding of the Intangible Cultural Heritage (see section 13). It was established in 1989 and has in its structure the special division dedicated to ICH issues. The Development Centre "Democracy through Culture" is a non-governmental not-for-profit organization created in 2001 by a group of researchers, artists and civil servants to realize initiatives and projects in the sphere of culture, cultural heritage and cultural policies. It has signed memorandums on cooperation with the Ministry of Culture of Ukraine (2007), Ukrainian Center for Cultural Studies (2015), Institute for Cultural Studies of the National Academy of Arts (2015), Center for Ukrainian Culture and Art (2012), and other organizations and universities.

The Development Centre "Democracy through Culture" will be responsible in the project for financial issues, logistics, meetings organization, communication, information, relations. The Ukrainian Center for Cultural Studies will provide analytical materials, information and research literature, experts, researchers, regional and local ICH bearers. There will be 4 persons involved in project realization – financial manager; communication, information and PR manager; 2 experts.

20. Partners

Describe, if applicable, coordination arrangements with any other partners and their responsibilities in the implementation of the project. Identify human resources available in each of the entities involved.

Not more than 500 words

Taking into account the nature of the project and its short term life cycle, it would be unnecessary to conclude coordination arrangements with optional partners. However, implementing organization envisages close collaboration with all partners and stakeholders in this domain mentioned, in particular, in the section 18.

21. Monitoring, reporting and evaluation

Describe how the implementing organization indicated under section 8 and described under section 19 plans to carry out monitoring, reporting and evaluation of the project and how the communities will be involved in this mechanism. For larger or more complex projects, external monitoring and evaluation are preferable.

Not fewer than 50 or more than 250 words

From the very beginning, on the preliminary stage, the Development Centre “Democracy through Culture”, the implementing organization, will approved action plan and time-table of the project which could be used for better monitoring. The organization together with the Ukrainian Center for Cultural Studies have prepared the Regular Report of Ukraine on 2003 Convention implementation and is aware of expected and desirable results. In March 2017, the implementing organizations have carried out targeted survey of institutions, centers, educational establishments and communities about their vision of needs for training in cultural domain, including ICH safeguarding. The similar exercise will be done at the beginning and the end of the project.

The monitoring organizations will report about 3 project stages actively participating in them; they will prepare text report and financial report about the whole project; they will take part in preparing project needs assessment report and make efforts for adopting further it as official policy document.

22. Capacity-building

Describe how the project may contribute to building up capacities or strengthening existing resources in the field of safeguarding intangible cultural heritage. Special emphasis should be placed on the capacities of the communities described in section 18 in safeguarding their intangible cultural heritage. Describing the impact on the capacities of the implementing organization may also be relevant.

Not fewer than 100 or more than 300 words

The project will be developed through three main stages which will contribute to building up analytical capacities and expert skills, discovering and strengthening existing resources in the field of safeguarding intangible cultural heritage, supporting and activating institutions and communities related to this sphere.

The meetings and conversations organized in semi-structured and open format will permit to address in a flexible manner a wide range of issues related to the safeguarding of ICH in Ukraine, identify needs in capacity building on all levels and in all domains, including education, information, management, inventorying, safeguarding, institutional, legal and financial support.

The main result of the project implementation in these terms, could be improved capacities in coordination among a range of institutions and organizations involved in various aspects of ICH policies (concentrated mostly in the capital and large cities, but present also in small towns and rural areas) to avoid somewhat fragmentary activities and lack of an overarching strategic framework. It could be reached through strong advocacy policy on all levels and comprehensive long-term governmental strategy.

23. Sustainability after the assistance ends

Describe how the results and benefits of the project are expected to last beyond the end of the project. If the mechanisms established by the project will continue functioning after the implementation of the project, describe how and which would be the responsible body in charge.

Not fewer than 50 or more than 250 words

Needs assessment report will be prepared on the basis of numerous meetings and discussions which will unite and activate principal stakeholders and responsible institutions and organizations

for their future joint activities. The proposed multi-year action plan and recommendations as for top-priorities in ICH safeguarding policies will give impetus for respective programmes on national, regional and local level concerning legislation, institutional and administrative infrastructure, funding, awareness raising, education, inventorying, etc.

24. Multiplier effects

Describe how this assistance may stimulate financial and technical contributions from other sources or may stimulate similar efforts elsewhere.

Not fewer than 50 or more than 250 words

The envisaged multi-year action plan and policy recommendations, as a result of needs assessment in Ukraine, may contribute to the development of integrated approach in ICH safeguarding policies in the country, involving different ministries/agencies and sectors on the basis of the common governmental strategy. Besides NGOs in cultural sphere, professional associations and communities, proposed and promoted action plan could attract international donor organizations and national charity foundations for providing technical and financial support on national, regional or local level.

25. Signature(s) on behalf of the State Party(ies)

The request should conclude with the signature of the official empowered to sign it on behalf of the State Party, together with his or her name, title and the date of submission.

In the case of multi-national requests, the document should contain the name, title and signature of an official of each State Party submitting the request.

Name: Tamara Mazur

Title: Deputy minister of culture of Ukraine

Date: 12.05.2017

Signature: Tamara Mazur



Name(s), title(s) and signature(s) of other official(s) (For multi-national requests only)

FORMTEXT