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Организация
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منظمة الأمم المتحدة
للتربية والعلم والثقافة

联合国教育、
科学及文化组织

Culture Sector
Division for Creativity
Intangible Cultural Heritage Section

Ms Sabira Soltongeldieva
Secretary-General
National Commission of the Kyrgyz
Republic for UNESCO
54, Erkindik Ave
Bishkek
Kyrgyzstan

4 October 2017

Ref.: CLT/CRE/ITH/17/0142300007

Dear Ms Soltongeldieva,

I am writing with reference to the request for financial assistance from the Fund for the Safeguarding of the Intangible Cultural Heritage in the amount of US\$99,950 submitted by Kyrgyzstan to implement a project entitled 'National inventory of sacred sites and rare ritual practices with compilation of a national manual on safeguarding and development of sacred sites in Kyrgyzstan'.

The Secretariat has carefully read and analyzed your request and considers that additional information is needed to provide the Bureau of the Intergovernmental Committee with all the necessary information to examine your request and decide on the granting of the assistance.

Enclosed with this letter, you will find the Secretariat's technical assessment of the sections where we believe that revision will help ensure your request meets the selection criteria.

We hope that this analysis will be useful for your revision work. However, you may also wish to refer to the aide-mémoire for completing a request for International Assistance. This is available at: <https://ich.unesco.org/en/forms>.

I invite you to submit a revised version of your request in electronic format (standard .rtf or .doc format) to ich-assistance@unesco.org. This request should address the issues raised by the Secretariat and be submitted as soon as possible, and in any case **no later than 28 December 2017**. The Secretariat will then substitute it for the request previously submitted, assess it one last time and transmit it to the Bureau with a recommendation to approve or not to approve it, or to refer the request to you for additional information.

Please note that if a revised request does not reach us by the above-mentioned deadline, the Secretariat shall then consider that the initial request may be submitted to the Bureau as it stands.

.../...

Should you require further clarifications, the regional officer responsible for your country in the Intangible Culture Heritage Section, Ms Helena Drobná, can be contacted at the following email address: h.drobna@unesco.org or by telephone: +33(0)1 45 68 43 30.

Yours sincerely,

A handwritten signature in black ink, appearing to be 'Tim Curtis', enclosed within a large, hand-drawn oval shape.

Tim Curtis
Secretary, Convention for the Safeguarding of
the Intangible Cultural Heritage
Chief, Intangible Cultural Heritage Section

Enclosure: Secretariat's technical assessment

cc: Permanent Delegation of the Kyrgyz Republic to UNESCO

REQUEST FOR INTERNATIONAL ASSISTANCE FROM THE INTANGIBLE CULTURAL HERITAGE FUND

TECHNICAL ASSESSMENT FROM THE SECRETARIAT

General

- The proposed inventory is not about the physical spaces but rather about practices related to sacred sites in Kyrgyzstan and thus an alternative, more appropriate title may be something like: 'Safeguarding of practices and rare rituals related to sacred sites in Kyrgyzstan: preparation of an inventory and safeguarding measures'.
- Three sections need to be revised to respect the indicated word limits (the text in Sections 4 and 19 of the current form is too long, while the text in Section 13 is not long enough).

Section 4. Summary of the project

- This section needs to be updated to reflect the revisions to be made to Sections 14 (Objectives and Expected results) and 15 (Activities).

Section 10. Location of the project

- If the seven provinces correspond to all the administrative divisions of Kyrgyzstan, this should be specified, otherwise the selection of these provinces as the locations of the project needs to be justified.

Section 12. Forms of assistance requested

- The project only requires financial resources, therefore only that box should be ticked.

Section 13. Background and rationale

- The use of vocabulary, such as 'authentic', which goes against the spirit of the 2003 Convention should be avoided.

Section 14. Objectives and expected results

- The current request mixes 'objectives', 'expected results' and 'activities', which should be clearly distinguished and described in Sections 14 and 15.
- More specifically, 'objectives' are the medium-term effects that would be achieved through the implementation of the project. The project's expected results need to refer to concrete accomplishments of the activities described that are visible, measurable and verifiable within the project's implementation period. In turn, 'activities' should be devised to help achieve the objectives and expected results identified in a logical sequence and in a consistent manner with the timetable and budget.
- For this request, the 'objectives' might, for example, relate to: (i) the identification of elements of living heritage related to sacred sites in Kyrgyzstan to ensure their continued viability; (ii) improved public awareness of the importance of intangible cultural heritage; and (iii) the increased capacity of the stakeholders concerned to safeguard the intangible cultural heritage in question, in order to ensure its transmission to the future generation.
- Similarly, the 'expected results' could include, for example: (a) an inventory published on intangible cultural heritage related to sacred sites in Kyrgyzstan for their safeguarding; (b) safeguarding measures developed, in the form of a national manual, for the elements of intangible cultural heritage in question; and (c) capacity-building training provided to the stakeholders concerned.

- Other items such as the composition of a steering committee, desk or field research are concrete activities, and should therefore be mentioned under Section 15.

Section 15. Activities

- Some of the activities are described in too much detail while other sections lack important information (see below for more details).
- Concerning the activities as currently proposed:
 - The enhanced participation of the communities could be envisaged and more clearly described in certain activities such as Stage I Activities 3+6 and Stage II Activity 2.
 - A one-day inventorying workshop for practitioners or guardians (Stage I Activity 4) seems too short as a preparation for community-based inventorying if they do not have prior experience in this domain.
 - Additional methods for disseminating the results of the project could be sought that involve the communities and/or that can be implemented in cooperation with regional and academic institutions (Stage III Activity 6).
 - More details should be provided for the planned publications (Stage III), such as the number of copies, the languages and a draft distribution plan that goes beyond AIGINE and the UNESCO National Commission.

Section 16. Timetable

- The third year can be deleted from the timetable as no activities are planned.

Section 17. Budget

- There should be a rigorous coherence between the activities in Section 15, in the timetable and in the budget in Section 17. A number of items that are mentioned in one section do not figure in another, or are presented under different titles.
- All the expenditures displayed in Form ICH-04 Timetable and Budget need to be sufficiently described. The 'Description' column should specify the details of the calculations (number of units x unit cost) and avoid lump sums as much as possible. This applies, for example, to all the expenditures described under 'Other expenses' and 'Input of State Party and Others', where no breakdown is currently provided.
- The budget should be re-organized according to the three project stages. Furthermore, the expenditures that relate to more than one activity should be proportionally included in each of those activities (for example, the expenses under the title 'Project Coordinator' may appear separately in all three stages of the project, instead of having just the total amount in one place).
- The names of the institutions that will co-finance the project (US\$13 600) need to be mentioned.

Section 23. Sustainability

- An online publication might be envisaged in addition to a printed version, in order to ensure a wider outreach in terms of audience (including communities, students, teachers, the general public, nationally and internationally) and access to audio-visual materials to be collected or developed during the project.
- No information (including of a budgetary nature) is provided concerning the introduction of the documents to be prepared into the formal and non-formal education system.