

Le

31 MAI 2019

International Assistance

N° ICH-04 - Form 3.01



United Nations
Educational, Scientific and
Cultural Organization

Intangible
Cultural
Heritage

REQUEST FOR INTERNATIONAL ASSISTANCE FROM THE INTANGIBLE CULTURAL HERITAGE FUND

For amounts greater than US\$100,000:
deadline **31 March 2019** for possible approval by the Committee in 2020

For amounts up to US\$100,000:
submit at any time for possible approval by the Bureau of the Committee

Instructions for completing the request form are available at: <https://ich.unesco.org/en/forms>

States Parties are further encouraged to consult the aide-mémoire for completing a request for International Assistance, which is available on the same webpage.

Decisions on granting assistance will be based on an overall appreciation of the request on the following criteria, in conformity with paragraph 12 of the Operational Directives.

- A.1 The community, group and/or individuals concerned participated in the preparation of the request and will be involved in the implementation of the proposed activities, and in their evaluation and follow-up as broadly as possible.
- A.2 The amount of assistance requested is appropriate.
- A.3 The proposed activities are well conceived and feasible.
- A.4 The project may have lasting results.
- A.5 The beneficiary State Party shares the cost of the activities for which international assistance is provided, within the limits of its resources.
- A.6 The assistance aims at building up or reinforcing capacities in the field of safeguarding intangible cultural heritage.
- A.7 The beneficiary State Party has implemented previously financed activities, if any, in line with all regulations and any conditions applied thereto.

In line with paragraph 10 of the Operational Directives, the Committee or its Bureau may also take into account whether: (a) the request implies cooperation at the bilateral, regional or international levels; and/or (b) the assistance may have a multiplier effect and may stimulate financial and technical contributions from other sources.

1. State(s) Party(ies)

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

ZAMBIA

2. Project title

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

Not to exceed 200 characters

INVENTORYING OF KUYABILA OF THE TONGA ETHNIC GROUP OF ZAMBIA

3. Duration of the project

Indicate the total number of months required for the implementation of the proposed project. Assistance from the Intangible Cultural Heritage Fund can cover a maximum period of up to thirty-six months.

15 months (1 year 3 Months)

4. Forms of assistance requested

Tick the box a. and/or the box b. whether you are requesting financial assistance and/or a service from UNESCO.

Financial assistance means that a financial transaction through a contract will take place from UNESCO to the implementing agency, while the 'service' modality does not necessarily foresee such financial transactions to the requesting States that will receive assistance from UNESCO.

☒ a. Financial assistance

AND/OR

☐ b. Service from UNESCO

5. Budget

*Attach a detailed budget breakdown in US dollars for the whole project regardless of whether it is a financial assistance and/or a service from UNESCO request, by activity and type of cost, using **Form ICH-04 Timetable and Budget**.*

The amount requested from the Intangible Cultural Heritage Fund should be clearly distinguished from the amount to be contributed by the State Party or other sources.

Total project budget: US\$98462

Amount requested from the Fund: US\$92948 ✓

State Party contribution: US\$5514 ✓

Other contributions (if any): US\$

☒ Form ICH-04 Timetable and Budget attached

6. Is this an emergency request that is eligible for expedited processing?

Indicate if this is an emergency request that might warrant expedited examination by the Bureau, in the sense of paragraph 50 of the Operational Directives of the Convention.

☐ emergency request

☒ non-emergency request

7. Summary of the project

Provide a brief description of the project for which assistance is requested, including its overall objectives and main modalities of action.

Not fewer than 200 or more than 300 words

THIS PROJECT ENDEAVOURS TO UNDERTAKE AN INVENTORY OF POEMS OF THE TONGA PEOPLE AS A WAY OF SAFEGUARDING IT. ALONG WITH INVENTORYING, THE PROJECT WILL DOCUMENT SKILLS THAT ARE ASSOCIATED WITH THE ELEMENT. THE FOLLOWING OBJECTIVES WILL BE CONSIDERED:

1. TO RAISE AWARENESS- MEETINGS WILL BE CONDUCTED TO SENSITIZE THE COMMUNITY ON THE IMPORTANCE OF KUYABILA, WHICH APPARENTLY IS LOSING VIABILITY. IN ADDITION, RADIO CHIKUNI, A LOCAL CATHOLIC CHURCH RADIO WILL BE ENGAGED IN AIRING SENSITIZATION PROGRAMMES. PROJECT PARTICIPANTS WILL BE ACCORDED AN OPPORTUNITY TO PARTICIPATE IN SELECTED RADIO PROGRAMMES THAT WILL SEEK TO PROMOTE THIS ICH ELEMENT.

2. TO BUILD CAPACITY-IT IS PROPOSED THAT THE PROJECT HOLD TWO TRAINING WORKSHOPS WHERE FORTY COMMUNITY MEMBERS WILL BE TRAINED IN INVENTORY AND SAFEGUARDING MEASURES.

3. TO COLLECT AND DOCUMENT SKILLS INVOLVED DURING KUYABILA - THESE WILL INCLUDE COMPOSING POEMS, MAKING AND PLAYING KUYABILA INSTRUMENTS, 'KUTAMBALA' (SPECIAL DANCE THAT ACCOMPANIES KUYABILA), MAKING KUYABILA COSTUMES AND DRUMS. THIS WILL RESULT IN CREATION OF A COMPREHENSIVE LIST OF ICH ELEMENTS.

4. TO INVENTORY 30 KUYABILA POEMS FROM DIFFERENT CATEGORIES THAT INCLUDE MARRIAGE, FUNERALS, INITIATION, FUNDING, HEALTH AND EDUCATION.

5. TO HOLD KUYABILA FESTIVAL- IT IS PROPOSED THAT THE PROJECT ORGANISE KUYABILA FESTIVAL WHERE POETS WILL SHOWCASE THEIR SKILLS. THE COMPETITIVE NATURE OF SUCH AN END WILL NO DOUBT STIMULATE THE COMMUNITY'S INTEREST IN KUYABILA AND THUS PRESERVATION OF THIS ELEMENT.

8. 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 international assistance for the preparation of nominations for inscription on the Urgent Safeguarding List should use Form ICH-05, and States Parties wishing to request preparatory international assistance for the preparation of proposals for the Register of Good Safeguarding Practices should use Form ICH-06.

- ☐ safeguarding heritage inscribed on the Urgent Safeguarding List
- ☒ preparation of inventories
- ☐ implementation of programmes, projects and activities for safeguarding
- ☐ awareness raising activities
- ☐ other purposes ()

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

The project will be carried out in senior chief Monze, in Monze district and also in chief Nalubamba in Namwala district in southern province. Kuyabila is more viable in these two districts hence their selection for this project. The provincial capital of Southern Province is Choma approximately 300KM South of Lusaka, the capital city of Zambia.

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

SECTION TO BE FILLED IN BY THE SECRETARIAT

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

12. Background and objectives

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 the 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., the 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.
3. Identify, in terms that are 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 13 below (Activities).

Not fewer than 850 or more than 1300 words

Kuyabila is the poetry of the Tonga ethnic group of Zambia, that has characterized their way of life from time in memorial. It is performed during various social gatherings such as weddings, initiation of young girls graduating into womanhood, funerals, festival gatherings, traditional ceremonies. The message in poems vary according to the nature of the social gathering.

Kuyabila is done by one person accompanied by a friction drum, locally known as Namalwa, shakers and a drum that uses a special rhythm. The poet is then accompanied by a group of

people that perform a special dance involving singing, waving spears and arrows in the air. In some instances the cattle are made to run together with the dancing group. The presence of cattle in this performance is to review the wealth of the ethnic group.

Among the Tongas, poetry is a tool that is used to express feelings, ideas, situations that one has passed through and also to encourage people to unite and work hard especially in farming. Emerging issues that affect the community are also addressed. It further serves as an educative medium for transmission of various information to the young generation and to sensitise on gender based violence, early marriages, health issues such as cholera and dangers of HIV/AIDS and the need to take up preventive measures.

Kuyabila would be passed from one generation to another by observing and listening to those that are seasoned practitioners. During evening and community gatherings adults would teach the young generation the skills of kuyabila, how to come up with poems, how to make Kuyabila instruments. During traditional ceremonies several poets present their poems. Before coming up with a poem, a poet would sit and go into critical and philosophical analysis of the community to pick a topic or generative theme in an area that they want to base their poetry on. Often than not, poetry would be based on social, economic and cultural aspects of the community. The performer will also consider how they would construct words and sentences so that the message is put across in a manner that the people will get the meaning.

Unfortunately poetry has sadly diminished and its marginal role has become almost irrelevant to how society functions. The quarterly reports from District Cultural Officers from Southern Province provided an evidence of the reduction in Kuyabila practitioners. Upon reading these reports, the Ministry of Tourism and Arts sent a team to hold consultative meetings in Monze and Namwala on the 4th and 7th December 2017 respectively. 15 community representatives from each of these Districts attended the meetings and expressed a dire need of safeguarding Kuyabila and they gave a consent to inventory this element. The reduction in Kuyabila is due to modern life that has seen many people migrating to urban areas in search of employment, young people going to boarding schools and spending most of their formative years away from their culture. Because of this the young generation has lost appreciation and values of kuyabila resulting in the reduction of poetry practitioners. Most of those practising the element are elderly members of the community who are at the edge of their life span. This poses a danger to transmission and sustainability of this ICH. It is against this background that this project is seeking measures to inventory, document and safeguard this aspect of cultural heritage. The risk if no remedial measures are taken is extinction of this practice.

The genesis of this project is based on the concerns raised by the community representatives during the consultative meetings as a way of safeguarding this element. The proposed project will address the issue of safeguarding by facilitating the formation of project committees that will be spearheaded by the practitioners, stakeholders, local leadership and CBOs. The committee will focus on promotion, protection, enhancement, viability, reviving and preservation of kuyabila.

The project will collaborate with the local traditional authorities and political leadership to convince them to include poetry in all the social gatherings in their communities. It is assumed that the stakeholders will be enlightened on the importance of ICH and the safeguarding measures through the training workshops and hence are most likely to accept the idea. The formed committees are expected to continue addressing the issue of safeguarding even after the end of the project. The departments of Arts and Culture and National Heritage under the Ministry of Tourism and Arts, cultural associations and co-operating partners will make follow-ups on the progress of committees.

The project intends to engage the Ministry of Education to include kuyabila during music and arts festivals under its jurisdiction. Attaching an award to deserving poets will stimulate motivation among the young minds to engage in poetry. This will create continuity of the element besides preserving and revitalizing it.

The mere presence of this project which will be the first of its kind in the area, will motivate local artist and the community at large to engage in poetry, and hence safeguarding and viability of this ICH element can be assured.

The report that will be generated by the project will be shared with the University of Zambia

(UNZA) library and will serve as an education resource material for learning and research. This will be significant for UNZA as an institution that has embarked on offering ICH studies at degree level.

The report will also be shared by the National Museums and this is likely to motivate them to do an exhibition on kuyabila. The report will also be shared with the Department of National Heritage and Ministry of Chiefs and Traditions so that they take stock of their ICH.

For the successful implementation of this project, the following objectives will be considered;

1. To conduct two meetings to raise awareness on the 2003 convention on safeguarding of ICH. This will encourage the Tonga community to recognise and appreciate the value of Kuyabila. Traditional leaders, practitioners, stakeholders, chairpersons of CBOs and cultural officers will attend the meetings.

Expected result: Awareness about the 2003 raised among traditional leaders and key stakeholders in Monze and Namwala districts of Southern Province

2. To build capacity: 40 stakeholders will participate during the training, inventorying and documentation process. These will gain knowledge on inventorying of ICH. The project is optimistic that the participants will engage in inventorying various ICH elements after the training. This is likely to draw positive public attention to kuyabila, hence reviving the ICH.

Expected result: Forty members of the community in Monze and Namwala districts trained in inventorying and documentation of ICH.

3. To document various elements related to kuyabila such as skill to make kuyabila instruments and costumes, compose poems, recite poems, playing kuyabila instruments. The cameras and voice recorder will be used during the inventory activities. The diesel generator will be used as a source of electricity as the exercise will be conducted in a rural setup.

Expected result: Detailed descriptions of different ICH elements associated with the performance of Kuyabila poetry recorded.

4. To inventory 30 Kuyabila poems from different categories that include marriage, funeral, initiation, farming, health and education.

Expected result: Thirty inventories of different varieties of Kuyabila poems performed in Monze and Namwala districts of Southern Province.

5. To host a poetry festival where poets will exhibit various talents. This will be of great importance in drawing positive public attention to Kuyabila. It will also serve as an opportunity for poets to share knowledge and ideas. The displaying of instruments and costumes will accord the participants an opportunity to market their products. The festival will also be used to assess the impact of the project and to fill up the gaps in the information that might have been omitted.

Expected result: Revitalisation of the Kuyabila poetry.

13. Activities

What are the key activities to be carried out? Activities need to be described in a logical sequence, explained in a detailed and narrative manner and their feasibility demonstrated. The information included in this section should be consistent with that provided under section 14 (Timetable of the project) and section 4 (Budget).

Not fewer than 300 or more than 1000 words

Activity 1: Preparatory meeting

The project will start with a 2 days preparatory meeting in each participating district. This will be attended by 2 traditional leaders, 4 custodians, 3 CBOs, 2 district cultural officers, 1 UNESCO representative and a consultant. The traditional leaders, CBOs, custodians and cultural officers present will form the steering committee that will work with the co-ordinator. The purpose of this meeting is to train the committee members on the UNESCO 2003 convention and also to orient them on the objectives of the project. The consultant will train the committee members. The

committee members will be assigned specific roles that they are expected to play during the project implementation. The traditional leaders and ward councilors will be involved in organising and mobilising community gatherings for awareness raising and other community activities. The custodians will take a leading role in identifying the practitioners, in awareness raising, providing relevant information on kuyabila and validating the data. The CBOs, will be assigned the role of assistant facilitators during the training workshop, awareness raising, identification of practitioners, validating data and report writing. This committee will design and formulate workable strategies that will ensure that the project is done coherently and within the specified time.

Activity 2: Awareness raising

Traditional leaders and local authority will mobilise community meetings in each chiefdom where the committee members will talk about the importance of kuyabila and the need to safeguard it. Practitioners will recite poems during the meetings to further raise awareness. Local teachers will be assigned to raise awareness in schools and other learning institutions. Sensitisation will also be conducted through Radio Chikuni, a local catholic church Radio station where committee members will be interviewed to explain about the project. Awareness raising will be done in 5 days. 2 cultural officers will work with the committee during awareness raising.

Activity 3: Identification of custodians

Custodians will be identified with the help of traditional leaders, cultural Association representatives, practitioners and CBOs. The identified community members will be expected to provide relevant information on kuyabila and also to help in the transmission of the information to the young generation. Their involvement will also ensure that the benefit of the project will be for the community. Identification will be done in 3 days and 12 people to be involved.

Activity 4: Purchase of equipment

For the success of the project, certain equipment will have to be procured. These will include:

3 laptops - 8gb Ram, 1TB Harddrive

3 digital cameras - 805D, 24.2 MP, WIFI connection

3 video cameras - VIDEO camera

3 voice recorders - ICD PX 333

1 projector Projector

1 diesel generator - for rule use

1 printer - color laserjet PRO MFP M28 1fn

1 photocopier -HP Esserjet, M477

Anti-virus soft ware- avast

1 external hard drive - 1TB Seaget

5 memory cards - sumsung

These will be procured in Lusaka.

Activity 5: Training workshop

The project intends to conduct training for five days in each of the selected districts to equip the key stakeholders with necessary information and knowledge with regard to protection and preservation of ICH. The training workshop intends to focus on explaining UNESCO 2003 convention and its objectives. The workshop will also direct its efforts at teaching the participants on the inventorying making process, elements identification and preparations of questionnaires (for using in the field research) based on UNESCO ICH inventory form and also preparing consent form. Pre-test of the tools will be conducted during this training to familiarise participants with the field work tools. The 2 consultants will conduct the facilitation during the trainings, 20 identified custodians and 2 district cultural officers will attend the trainings in each district.

Activity 6: Community based inventory

Inventory exercise will be spearheaded by the participants of the training workshop who will be divided in two groups. One group will be assigned to inventory kuyabila while the other group will document identified elements associated with kuyabila. This will be done in five days in each district. Questionnaires based on UNESCO ICH inventory will be formulated and translated into Tonga and will be administered by the committee to the custodians to fill in. 30 community members, 2 Cultural Affairs Officers will participate in the community based inventory.

Activity 7: Data analysis, production of inventory and validation of collected data

Data analysis will be combined with production of inventory and validation of data. This will involve analysing data obtained during the community based inventory activities. Thirteen community members together with the co-ordinator and a cultural officer will conduct data analysis.

This subcommittee will be involved in transcribing data and interpreting responses obtained from voice recorder, video recorder, digital camera, interviews and written questionnaires. The data will thereafter be validated, typed and edited before printing.

Activity 8: Festival

The project intends to hold a 2 days concert at Chikuni cultural centre to showcase various talents attributed to poems. The participants will be drawn from the whole province. The festival will include among other things a display of kuyabila instruments and various costumes worn during kuyabila. This exhibition will be important for the project as it will be used as the yardstick on how successful the identification, sensitization and training were done for the project as well as an opportunity to fill up the gaps in the information that might have been omitted during the inventory exercise. 8 groups of participants will be invited at the festival. 10 committee member will work with 4 cultural officers during the festivals.

Activity 9: Report writing

After all the activities have been successfully carried out, a final report will be generated which will highlight how all the stages of the project were executed, including the achievements, challenges and recommendations. This report will make it easy for individuals who wish to do similar projects as they would have learnt lessons from it. 2 district officers will generate a comprehensive report this will be done in 5 days.

14. Timetable of the project

Attach a month-by-month timetable for the proposed activities, using the timetable included in the Form ICH-04 **Timetable and Budget**.

The information provided should be coherent with the detailed activities and their sequences as included under section 13 (Activities). Please note that the activities can only begin approximately three months after approval of the request, at the earliest.

The information provided should also be in conformity with the budget overview in section 5. Please note that assistance and service from the Intangible Cultural Heritage Fund can only cover a period of up to thirty-six months.

☒ timetable attached

15. 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, 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 identification of the project was an initiative made by the local community upon realising the reduction in the number of Kuyabila practitioners. The Ministry of Tourism and Arts receives

quarterly reports on cultural activities from District Cultural Officers. Upon reading reports from southern province indicating the reduction in the number of people involved in Kuyabila poetry, the Ministry sent a team to hold consultative meetings in Monze and Namwala on 4th December and 7th December 2017 respectively. Fifteen community representatives from each district attended the meetings and expressed a reduction in the number of Kuyabila practitioners and the need to safeguard it.

During these meetings, ICH was defined, its importance, purpose and benefits to the community involved. The community representatives were informed on the importance of safeguarding their intangible cultural heritage and their roles in the inventorying exercise. They were also made aware that for such a project to be undertaken in their community they needed to give consent to it. The community representatives present were enthusiastic about the project and they felt that ICH will clearly give them identity and promote ownership. Community representatives who attended these meetings gave their consent for documentation and inventorying Kuyabila. The idea of documentation and inventorying of ICH is highly appreciated by the traditional leaders who participated in the meeting. All the participants agreed to constitute a linkage between the local communities and the Ministry of Tourism and Arts; the Ministry responsible for Arts and cultural affairs.

The concerns raised by the communities culminated in the writing of this project proposal as a measure of safeguarding Kuyabila. This project will involve the communities found within Southern province being the custodian and practitioners of this ICH. The Tonga⁴ community is expected to play a vital role in the planning as well as the implementation of the project. The project is planned to ensure their effective and active participation in the whole project process.

To ensure effective participation of the communities, each category of the community will be assigned with specific roles that will be explained during preparatory meetings. The local authorities will be responsible for organising and mobilising the community throughout the project. The CBOs representatives will be involved in awareness raising, identification of custodians, report writing, validation as well as assisting during the training workshop. The Kuyabila custodians will be involved in the identification of other practitioners, community based inventory and in validating the data. This proposed structural framework will ensure the full participation of communities in the whole project process and will guarantee their access to the data through the provision of copies of inventory sheets.

16. 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 15 to safeguard their intangible cultural heritage. It may also be relevant to describe the impact on the capacities of the implementing organization or partner agency.

Not fewer than 100 or more than 300 words

Capacity building is a very important requirement for the successful implementation of any project. It ensures that the knowledge and skills gained during the project continue benefiting the community long after the project. The 40 custodians who will include traditional leaders, ICH practitioners and youths drawn from the communities, CBOs and the University of Zambia will be trained on how to carry out an inventory and will be involved in all the other implementation stages of the entire projects. This will provide them with hands on experience on the project.

Communities will be expected to form ICH committees that will be in charge of safeguarding their cultural heritage and spearhead activities that will promote and safeguard their cultural heritage. These groups are expected to work with youths, schools and Lwiindi (a Tonga traditional ceremony) organising committees. Through these activities, communities will be empowered with knowledge and encouraged to take stock of their ICH and seek better ways of preserving their cultural heritage. The involvement of youths and school going children will ensure that the ICH and its associated elements are transmitted to the young generation. It has been observed that there are only elderly people that are involved in Kuyabila. Therefore, the inclusion of the

youths and children will build capacity among the young generation. The project will therefore, build capacities of these community members and strengthen their abilities in the field of safeguarding intangible cultural heritage.

The Cultural Affairs department, which is the implementing organization will benefit as some cultural officers will gain the much needed practical knowledge and skills on safeguarding and inventorying of ICH. This will lead to improvement in the safeguarding of ICH in the country as a whole.

17a. Name of the implementing agency (if financial assistance is requested)

In the case of a financial assistance request, indicate the name of the agency, institution or organization responsible for implementing the project to be financed and contracted by UNESCO. Indicate also the name and title of the contact person and other relevant contact information.

Name of the agency, institution or organization: **MINISTRY OF TOURISM AND ARTS**

Name and title of the contact person: **MR THOMAS MAMBO MUBITA,
DIRECTOR, DEPARTMENT OF CULTURE
AND ART**

Address: **P.O.BOX 50177, KWACHA HOUSE, CAIRO
ROAD.
LUSAKA, ZAMBIA**

Telephone number: **+26 0977750352**

Email address: **thomasmubita@yahoo.com**

Other relevant information: **N/A**

Other agencies (for multinational files only)

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

17b. Name of the proposed partner agency (if a service from UNESCO is requested)

In the case of a service from UNESCO request, indicate the name of the proposed partner agency that will implement the project in cooperation with UNESCO. Indicate also the name and title of the contact person and other relevant contact information.

Name of the partner agency:

Name and title of the contact person:

Address:

Telephone number:

Email address:

Other relevant information:

Other agencies (for multinational files only)

Provide below complete contact information for one proposed partner agency in each submitting State, other than the agency identified above.

UNESCO Field Office

Please indicate which UNESCO Field Office has agreed to implement the project and has agreed with the proposed budget.

18. Strategy of implementing agency and/or partner agency

1. Describe the background, structure, mission and relevant experience, etc. of the implementing organization, the body that will be responsible for carrying out the project or the proposed partner agency. Identify the human resources available for implementing the project or supporting its implementation and indicate their division of tasks.
2. Describe how the implementing agency or the proposed partner agency will manage or support the project implementation.
3. Describe, if applicable, the coordination arrangements with any other partners and their responsibilities in the implementation of the project. Identify the human resources available in each of the entities involved

Not fewer than 150 or more than 1000 words

The implementing organisation in this case is the Ministry of Tourism and Arts. The Ministry through the department of Arts and Culture has been implementing various projects and conducting capacity building trainings for Cultural officers, cultural practitioners, National museum personnel, National Heritage personnel as well as the media personnel on Intangible Cultural Heritage. The Department whose mission is to "Preserve, Promote and Protect folklore and Intangible heritage for cultural enrichment and National Identity". is well vested with UNESCO financial regulations, monitoring and reporting activities.

The Cultural Officer coordinating this project has been involved in several capacity building workshops of the 2003 Convention for the safeguarding of the Intangible Cultural Heritage and trainer of trainers conducted by the Zambia National commission for UNESCO.

The officer will work hand in hand with another identified cultural officer from Ministry of Tourism and Arts and the custodians that will be directly involved in the inventorying and documentation activity. The National ICH committee will provide guidance and advisory support to ensure the effective implementation of the project.

The custodians CBOs and practitioners who will be drawn from the communities will play an important role in mobilising communities as well as implementation of the inventorying and documentation process.

19. Monitoring, reporting and evaluation

Describe how the implementing organization or the proposed partner agency indicated under section 17 and described under section 18 plans to carry out the 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

Monitoring will be on going to see how the programme is progressing to enable the coordinators plan for corrective measures. The project will be closely monitored by the Zambia National Commission for UNESCO, National Intangible Cultural Heritage committee, steering committee as well as community members.

The reporting will be done at the completion of each activity to show how the programme was

implemented. The comprehensive evaluation report of the project will be done by the steering committee, Zambia National Commission for UNESCO and National ICH committee. A report will be made available to all stakeholders at the end of the project. The objectives of the project will be assessed if they would have been met or not, through output indicators that will be set.

20. 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 to function after the implementation of the project, describe how and which responsible body would be in charge.

Not fewer than 50 or more than 250 words

The project will be sustained in the following ways:

- (1) The Government and private organizations will be encouraged to hire poets to provide entertainment during state and public functions as a way of promoting the element.
- (2) The community and the practitioners will be encouraged to produce more instruments, regalia and sellable items such as DVDs to be sold to the general public. This will serve as a good source of income.
- (3) There will be enhanced formal poetry performances conducted whenever a traditional leader is conducting official duties. This will reinforce the practising of the element by the local people. Communities will be encouraged to hold poetry festivals where awards would be given to deserving groups.
- (4) The Department of Arts and Culture observes an annual poetry day on which such poetry will be promoted. The element will be promoted during traditional ceremonies beyond the project life.
- (5) Encourage poetry clubs in communities, schools, colleges and universities to enhance the sustainability of the ICH element. This will create opportunities for youths to acquire artistic skills that can be used to improve their livelihoods.
- (6) The fact that Kuyabila will be formally documented will enable other scholars or researchers have access to material for their research work. This will contribute to the scholarly research activities in the country and thus contribute to national development.

21. Multiplier effects

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

Not fewer than 50 or more than 250 words

The poetry festival will draw participants from other districts other than Monze and Namwala. This will serve as an opportunity to revive the ICH in the whole province. A festival of this nature would provide an added attraction to both local and international tourists and this will have a direct positive impact on the local communities and the country at large.

The custodians will be empowered with knowledge and skills on how to take stock of their ICH elements and as a result they will come up with better and effective ways of preserving and protecting their cultural heritage.

Four members of staff from the department of Arts and Culture will be trained during the capacity building training and the department will now have more human resources with the vital knowledge on inventorying and safeguarding of ICH.

The successful execution of the project itself will encourage other organisations and communities to replicate similar projects in their areas. It will also motivate other ethnic groups to inventory their

poems, Zambia is blessed with 73 ethnic groups each with a unique culture

Further the fact that Kuyabila will be formally documented will enable other scholars or researchers have access to the material for their research work. The information collected will act as a data base for the national archives and libraries.

The execution of this project will reduce stigma on intangible cultural heritage as stakeholders will learn to appreciate and safeguard their cultural heritage.

22. Contact person for correspondence

22.a. Designated contact person

Provide the name, address and other contact information of a single person responsible for all correspondence concerning the request.

For multinational 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.):	Ms
Family name:	HACHILOBE
Given name:	PREKELLIAH
Institution/position:	MINISTRY OF TOURISM AND ARTS/ CULTURAL AFFAIRS OFFICER
Address:	DEPARTMENT OF ARTS AND CULTURE P.O BOX 50177, KWACHA HOUSE, CAIRO ROAD, LUSAKA, ZAMBIA
Telephone number:	+260 972510970
Email address:	Prekelliahachilobe@gmail.com
Other relevant information:	PREKELLIAH HACHILOBE IS A CULTURAL OFFICER IN THE MINISTRY OF TOURISM AND ARTS IN ZAMBIA

22.b. Other contact persons (for multinational files only)

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

--

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

The request should be signed by an official empowered to do so on behalf of the State Party, and should include his or her name, title and the date of submission.

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

Name: Rev.Dr. Howard Sikwela

Title: Permanent Secretary, Ministry of Tourism and Arts

Date: 27/05/19

Signature: *Bupelanga*

Name(s), title(s) and signature(s) of other official(s) (for multinational requests only).