



United Nations
Educational, Scientific and
Cultural Organization

Convention on the Protection
and Promotion of the
Diversity of Cultural
Expressions

INTERNATIONAL FUND FOR CULTURAL DIVERSITY

Explanatory note for funding requests 2012 funding period

The United Nations Educational, Scientific and Cultural Organization (UNESCO) opens a call for applications for funding requests for the 2012 funding period of the International Fund for Cultural Diversity (hereinafter "IFCD").

CONTEXT

On 20th October 2005, the 33rd session of the UNESCO General Conference adopted the *Convention on the Protection and Promotion of the Diversity of Cultural Expressions (hereinafter "the Convention")*. The Convention entered into force in 2007. The speed at which it was adopted is considered an extraordinary achievement and signals the urgency and commitment for action from governments around the world. As of 1st March 2011, there were 116 Parties to the Convention: 115 States and 1 regional economic integration organization (the European Union).

Through its main objective – *to protect and promote the diversity of cultural expressions* – the Convention strives to create an enabling environment in which the diversity of cultural expressions may be affirmed and renewed in a globalised world for the benefit of all societies. At the same time, it reaffirms the ties that bind culture, development and dialogue and establishes an innovative basis for international cultural cooperation.

As a binding international legal instrument, the Convention has been heralded as the Magna Carta of International Cultural Policy reaffirming the right of governments to *maintain, adopt and implement cultural policies and measures* they deem necessary to protect and promote the diversity of cultural expressions and to ensure the free flow of ideas and works.

The Convention spells out *eight key principles that are to guide the formulation and implementation of cultural policies and measures* to protect and promote the diversity of cultural expressions. Among them are: the sovereign rights of States to adopt cultural policy measures within their territory; international solidarity and cooperation; economic and cultural aspects of development; sustainable development; equitable access to cultural expressions from around the world.

Article 18 of the Convention provides for the creation of a voluntary International Fund for Cultural Diversity as a means to *support the implementation of the Convention*.

ELIGIBILITY CRITERIA

The beneficiaries of the IFCD are the following:

- all developing countries that are Parties to the Convention. A full list is available in the Annex;
- all State Parties to the Convention that have determined the existence of special situations on their territory in conformity with Articles 8 and 17 of the Convention and related operational guidelines;

- non-governmental organizations coming from developing countries that are Parties to the Convention, which meet the definition of civil society and criteria regulating admission of its representatives at meetings of organs of the Convention as mentioned in the operational guidelines relating to the role and participation of civil society¹;
- international non-governmental organizations, which meet the definition of civil society and criteria regulating admission of its representatives at meetings of organs of the Convention as mentioned in the operational guidelines relating to the role and participation of civil society, and which present projects with impact at the sub-regional, regional or inter-regional level;
- representatives of vulnerable groups and other social groups identified in Article 7 of the 2005 Convention (i.e. women and other social groups, including persons belonging to minorities and indigenous peoples) from developing countries that are Parties to the Convention.

Equitable geographic distribution of the resources of the IFCD is to be ensured to the extent possible.

OBJECTIVES AND PRIORITIES

Applications for contribution from the IFCD should demonstrate that the programmes, projects or preparatory assistance activities aim to foster the emergence of a dynamic cultural sector at the national and/or local level, primarily through activities facilitating the introduction of new cultural policies and cultural industries, or strengthening existing ones.

The Fund is notably used to promote South-South and North-South-South cooperation, while contributing to achieving concrete and sustainable results as well as structural impacts, where appropriate, in the cultural field.

The use of the IFCD may take the form of legal, technical or financial support, or expertise, and must be consistent with the objectives and priorities of the Fund.

1. Programmes/projects

For the purpose of the IFCD, eligible programmes and projects are activities that have been elaborated and are ready to be implemented. The IFCD will support those that are designed to:

- facilitate the introduction of cultural policies that protect and promote the diversity of cultural expressions and, where appropriate, strengthen the corresponding institutional infrastructure²;
- strengthen existing cultural industries;
- foster the emergence of new cultural industries.

In specific cases, the IFCD will support such activities that aim to protect cultural expressions at risk of extinction, under threat, or in need of urgent safeguarding, or that provide capacity-building opportunities.

The maximum amount that can be requested from the IFCD for programmes/projects is US\$100.000.

¹ For the purpose of this Convention, *civil society* means non-governmental organizations, nonprofit organizations, professionals in the culture sector and associated sectors, groups that support the work of artists and cultural communities. Criteria identified in the Operational Guidelines on civil society are: civil society have interests and activities in one or more fields covered by the Convention; they have a legal status in compliance with the established rules of the jurisdiction in the country of registration; they are representative of their respective field of activity, or of the respective social or professional groups they represent.

² For the purpose of the IFCD, *institutional infrastructure* should not be interpreted as physical construction or restoration but rather as management, human resources, etc.

2. Preparatory assistance activities

Preparatory assistance consists of activities that enable programme/project elaboration, but not implementation. It can:

- help to identify the special needs of developing countries that are Parties to the Convention; or
- assist them when preparing their requests for funding.

Preparatory assistance activities may include, for example, engaging in stakeholder consultations, undertaking a mapping exercise, research study and/or situational analysis, and should result in a comprehensive programme/project proposal.

The maximum amount that can be requested from the IFCD for preparatory assistance is US\$10.000.

3. Ineligible activities

Are ineligible programmes/projects and assistance requests:

- aimed at offsetting a deficit, repaying a debt or paying interest; or
- relating solely to the production of cultural expressions; or
- concerning physical construction/restoration.

Requests for programmes/projects related to safeguarding intangible cultural heritage should be made to the Fund for the Safeguarding of the Intangible Cultural Heritage. Requests regarding tangible cultural heritage (e.g. World Heritage sites) should be addressed to the World Heritage Fund.

APPLICATION ELEMENTS

Requests for funding shall be made through an official application form that includes the following information:

- a brief summary of the programme/project;
- a programme/project outline (title, objectives, activities and expected results including the cultural and social impact, beneficiaries, and a commitment to submit a report on the execution of the programme/project);
- the name and address of the entity or representative that will hold financial and administrative responsibility for implementation of the programme/project;
- a work schedule and time frame;
- a detailed budget, including the amount of funding sought from the Fund, as well as other sources of financing. Partial self-financing should be encouraged to the extent possible;
- any information relating to the status of completion of earlier funding requests from the IFCD.

EVALUATION CRITERIA

Applications to the IFCD will be evaluated on the basis of criteria established by the Intergovernmental Committee and the Conference of Parties on the use of resources of the IFCD. In particular, how the proposed activities:

- address the objectives and priorities of the 2005 Convention and the IFCD;
- meet the needs and priorities of the country where the project will be implemented and are deemed to be feasible and relevant;
- contribute to achieving concrete and sustainable results. The structural impact of the programme/project is to be indicated;
- engage stakeholders in both the design and implementation stages of the project or activity;
- satisfy the principle of financial accountability. This means that funds are to be spent principally on programmes and ensure minimum overhead costs. Proposed budgets will be carefully examined to ensure that resources are not spread too thinly or are used to support sporadic activities.

Additional financial assistance or co-funding is highly advisable as a means to engage more partners in the process and to contribute to the smooth implementation and sustainability of the programme/project. Furthermore, programmes/projects are strongly encouraged to include dimensions that contribute to the promotion of gender equality.

SELECTION PROCEDURE

Step 1: At the national level, completed applications will be sent to the *National Commissions* or other official channels designated by the Parties. They will undertake a first review to ensure that applications are relevant, meet the country's needs and priorities, are deemed to be feasible, and have been subject to consultation among stakeholders. They will then select the applications to be submitted to the Secretariat of the Convention, according to their review, using a special form made for this purpose.

Step 2: Upon receiving the preselected funding requests and review forms from National Commissions, the *Secretariat of the Convention* will perform a technical examination to ensure that the applications are complete and therefore admissible.

Step 3: All funding requests will be evaluated by an *international panel of six experts* from all regions, appointed by the Intergovernmental Committee in December 2009. Each application will be reviewed by two members of the expert panel, based on the criteria established for the IFCD.

Step 4: Final recommendations of the panel will be communicated to the *Intergovernmental Committee* that will make the final decision on those applications to receive support from the IFCD. The Committee meets in ordinary session at the end of 2011.

As decided by the Intergovernmental Committee at its fourth ordinary session in December 2010: “the number of programmes/projects retained per beneficiary (only one project per Party or non-governmental organization (NGO) or international non-governmental organization INGO)” and “the maximum number of programmes/projects that a Party, an NGO or an INGO may present (two projects maximum)” (see Decision 4IGC.10A, paragraph 13)

This means that a maximum of 4 programmes/projects may be presented to the IFCD per country, via the National Commissions: 2 maximum per Party and 2 maximum from NGOs. INGOs may present a maximum of 2 applications, with the written support from the beneficiary country. Furthermore, only one programme/project can be retained by the Committee per beneficiary (Party, NGO, INGO).

HOW TO APPLY?

Funding requests are to be sent to the relevant **National Commissions for UNESCO** or other official channels designated by the States Parties, who will then submit them to the UNESCO Secretariat for the Convention.

Separate application forms are available for those seeking *project/programme* funding and for *preparatory assistance*. Please make sure that you are using the correct application form.

Applicants should:

1. Download the relevant electronic application form on the IFCD website. If you experience difficulty downloading this file, please contact the UNESCO Secretariat;
2. Fill out the application either in English OR French, the two working languages established for the IFCD;
3. Attach relevant supporting documents and information that are deemed appropriate;
4. Sign and date the application;
5. Submit the completed application form to the relevant National Commission for UNESCO or other designated official channel.

International non-governmental organizations (INGOs):

INGOs should submit applications directly to the Secretariat of the Convention providing that their programme/project proposals are **supported in writing by the States Parties concerned**.

Please note that requests are to be submitted in digital form (.doc file), using a font size of 10 or larger; decorative fonts should be avoided and special characters, if needed, must employ a standard Unicode font. The original signed copies shall be presented on A4 or letter-size paper, and preferably in loose-leaf format (not in a bound volume).

DEADLINES

Applicants are to consult their National Commissions for UNESCO to find out about the deadline for receipt of applications at the national level.

The deadline for National Commissions or INGOS to submit funding applications to the Secretariat of the Convention is **30 June 2011, midnight CET**.

Applications received after this deadline will not be eligible for this funding period.

SUCCESSFUL FUNDING REQUESTS

Successful programmes/projects will be notified in December 2011. Formal contracts will be issued in early 2012. Workplans and budgets are to be designed with this timeframe in mind.

1. Final programme/project reports

Those beneficiaries that have received funding will submit a mandatory descriptive, analytical and financial report on the execution of the programme/project and the realisation of expected results.

Reports are to be submitted to the Secretariat no later than six months following the conclusion of the project. Following receipt of this Report, final payments can be made. No financial contributions for new projects will be allocated to applicants who have not submitted this report.

2. *Ex-post* evaluation

All programmes/projects that have received support from the IFCD may be subject to an *ex-post* evaluation with regard to efficiency and the achievement of objectives relative to the resources spent.

Ex-post evaluation of funded programmes/projects should present lessons learned, as well as the impact of these programmes/projects on the development of policies for culture. The evaluation is to demonstrate how experiences gained could benefit other projects, with a view to compiling a knowledge base of best practices.

CONTACT & INFORMATION

For further information, please contact your National Commission for UNESCO. Contact information is available from the following website:

www.unesco.org/en/national-commissions

Specific inquiries on the application process can be sent to:

IFCD.Convention2005@unesco.org

For further information on the 2005 Convention and the International Fund for Cultural Diversity, please consult the website:

<http://www.unesco.org/culture/en/diversity/convention>

ANNEX

Parties to the UNESCO Convention on the Protection and the Promotion of the Diversity of Cultural Expressions that are recognized by UNCTAD as developing economies, economies in transition and least developed countries

(Status: March 2011)

1	Afghanistan
2	Albania
3	Argentina
4	Armenia
5	Azerbaijan
6	Bangladesh
7	Barbados
8	Belarus
9	Benin
10	Bolivia (Plurinational State of)
11	Bosnia and Herzegovina
12	Brazil
13	Burkina Faso
14	Burundi
15	Cambodia
16	Cameroon
17	Chad
18	Chile
19	China
20	Congo
21	Côte d'Ivoire
22	Croatia
23	Cuba
24	Democratic Republic of the Congo
25	Djibouti
26	Dominican Republic
27	Ecuador
28	Egypt
29	Equatorial Guinea
30	Ethiopia
31	Gabon
32	Georgia
33	Grenada
34	Guatemala
35	Guinea
36	Guyana
37	Haiti
38	Honduras
39	India
40	Jamaica
41	Jordan
42	Kenya
43	Kuwait
44	Lao People's Democratic Republic
45	Lesotho
46	Madagascar
47	Malawi
48	Mali
49	Mauritius
50	Mexico
51	Mongolia
52	Montenegro

53	Mozambique
54	Namibia
55	Nicaragua
56	Niger
57	Nigeria
58	Oman
59	Panama
60	Paraguay
61	Peru
62	Qatar
63	Republic of Korea
64	Republic of Moldova
65	Saint Lucia
66	Saint Vincent and the Grenadines
67	Senegal
68	Serbia
69	Seychelles
70	South Africa
71	Sudan
72	Syrian Arab Republic
73	Tajikistan
74	The former Yugoslav Republic of Macedonia
75	Togo
76	Trinidad and Tobago
77	Tunisia
78	Ukraine
79	Uruguay
80	Viet Nam
81	Zimbabwe