

**INTERGOVERNMENTAL COMMITTEE  
FOR THE PROTECTION AND PROMOTION  
OF THE DIVERSITY OF CULTURAL EXPRESSIONS**

**Fifteenth session  
Online  
8 – 11 February 2022**

**Item 7 of the Provisional Agenda:** Revised draft Guidelines on the Use of the Resources of the International Fund for Cultural Diversity

In accordance with paragraph 6 of Decision 14.IGC 10, this document contains updated and revised preliminary draft Guidelines on the use of the resources of the International Fund for Cultural Diversity, taking into account the recommendations of the second external evaluation of the IFCD adopted by the Committee, as well as the decisions/resolutions and debates that took place during the last sessions of the Committee and of the Conference of Parties.

**Decision required:** paragraph 9

## I. Introduction

1. At its fourteenth ordinary session in February 2021, the Intergovernmental Committee for the Protection and Promotion of the Diversity of Cultural Expressions (hereinafter referred to as “the Committee”) requested the Secretariat to submit to it, at its fifteenth session, preliminary draft Guidelines on the Use of the Resources of the International Fund for Cultural Diversity (hereinafter “the IFCD”), updated and revised, taking into account the recommendations of the second external evaluation of the IFCD adopted by the Committee, as well as the decisions and debates that took place during that session ([Decision 14.IGC 10](#)).
2. At the present session, the Committee shall examine the updated and revised preliminary draft Guidelines on the use of the resources of the IFCD, as contained in the Annex to this document.

## II. Summary of proposed revisions/updates to the Guidelines on the use of the resources of the IFCD

3. The revised preliminary draft in the Annex to this document presents proposals for modifications concerning 14 of the 25 Paragraphs contained in the Guidelines. Of these proposals, 6 concern updates, 6 concern revisions and 2 concern both revision and updating.
4. The proposed updates are intended to **reflect factual changes that have occurred in recent years**. Firstly, these proposals follow the revision of the IFCD Financial Regulations approved in 2019 by the Committee, which notably has an impact on certain Paragraphs of the Guidelines, in particular Paragraphs 4 (Special Account), 9 (Available Resources) and 24 (Accounting Records). Secondly, the proposed updates concern the changes that have been made to the procedure for the launching and submission of funding applications with the creation of the online platform for the submission of applications in 2015, which impacts on Paragraphs 12 (pre-selection process at country level), 13.1 (date of launch of calls), 13.2 (submission of applications by Parties and NGOs) and 13.3 (submission of applications by INGOs). Thirdly, the update proposals also take into account the implementation of recommendations 6<sup>1</sup>, 15<sup>2</sup> and 21<sup>3</sup> from the second external evaluation of the IFCD, which have an impact on Paragraphs 17.1.1 and 17.2 (criteria for recommendation of projects by the Panel of Experts).
5. The proposed revisions concern the following three aspects:

i) The first concerns **clarification of the IFCD’s role as a mechanism for the implementation of the Convention**. In recent years, the Secretariat has endeavoured to align its activities, projects and programmes with the Convention’s Monitoring Framework. From this point of view, in order to ensure that IFCD investments contribute to effective implementation of the Convention on the ground, it is proposed to bring the Fund’s Guidelines into line with the latter. This will contribute to the financing of more relevant projects and better monitoring of the IFCD’s contributions to the implementation of the Convention.

To this end, a minor modification is proposed to Paragraph 2 (objective) to bring the text into line with the terminology used in the Convention’s Monitoring Framework, adopted in 2019. A revision of Paragraph 7.1 (nature of projects) is also proposed in order to explicitly mention the manner in which the Fund, as a financial mechanism of the Convention, contributes to the implementation thereof. Finally, explicit references to the contribution of projects to the

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1. To allocate extra criteria in the proposal scoring system to projects promoting certain strategic themes and/or geographic regions in order to fine-tune project selection and reduce the challenges emerging from the 30-point decision as well as geographic imbalance.
  2. To adopt affirmative actions measures in favour of project proposals that include concrete actions aimed at increasing women’s representation in key areas of cultural activity and/or aimed at challenging traditional women’s roles.
  3. To devote more attention to the capacity of project partners [applicants] and give this factor greater weight in the selection process. (...) Include elements that prove the capacity of partners [applicants] (such as experience, sector expertise, past performance and participation in networks).

implementation of the Convention have been incorporated into the elements to be included in the application forms (Paragraph 15.3), as well as in the information provided to the Committee for decision-making with regard to projects to be funded (Paragraph 19.4).

ii) The second aspect concerns the **inclusion of priority groups. In addition to gender equality**, a proposal to add young people and Small Island Developing States (SIDS) has been included in the Fund's strategic considerations, in particular Paragraph 6.10 (promoting gender equality) and in the elements presented for decision-making by the Committee, in particular Paragraph 19.8 (taking gender equality into account). This proposal makes it possible to bring the IFCD's action into line with the Medium-Term Strategy (41 C/4) and the Programme and Budget for 2022-2025 (41 C/5).

iii) Finally, in order to ensure sustainability of the Fund, a proposal concerns **mobilization of necessary resources for fundraising, as well as evaluation and monitoring of funded projects** in the section of the Guidelines relating to the use of IFCD funds, with a new dedicated Paragraph 7.4.

#### IV Additional elements of reflection for possible revisions

6. At its fourteenth session in February 2021, the Committee requested the Secretariat to add a revision of Paragraph 11.1 (maximum amount for each project) and to reflect on a mechanism to deal with projects set aside to be given priority the following year, [Decision 14.IGC 10](#). It should be noted that due to the time lag between the submission of applications and the next funding cycle (18 months), it is highly probable that certain projects may have lost their relevance by the time of possible approval of funding by the Committee. Moreover, in 2010 the Committee decided to introduce a ceiling of USD 100 000 for each project ([Decision 4.IGC 10 A para 13a](#)). This decision led to a revision of the Guidelines in 2012, which were approved in 2013 by the Conference of Parties ([Decision 6.IGC 8](#) and [Resolution 4.CP 9](#)). The Committee may decide to revise the maximum amount granted by the IFCD, considering that on average it is currently USD 73 000.

7. In order to highlight prospects for change that could have an impact on the implementation of the Fund, the following points are proposed for reflection.

i) The first concerns the **need to reinforce evaluation and monitoring of the medium and long-term impact of funded projects**. The panel of experts stressed the importance, for proper implementation of projects, of including resources in their budget for a financial audit and a final evaluation of each project. The experts stressed that the inclusion of these budget lines contributes to proper management of resources and stimulates achievement of results and fulfilment of project objectives.

Furthermore, this recommendation is in line with the findings of the review of existing practices in other organizations with a strong learning culture, with regard to the funding of cultural and social change projects, conducted within the framework of the implementation of Recommendation 12<sup>4</sup> of the second external evaluation of the IFCD. Indeed, this review revealed that the funding agency may ask beneficiaries to allocate a percentage of the budget to financing the evaluation of the project. This makes it possible to obtain additional information on the achievements of projects beyond the beneficiary organization's own declarations. The implementation of this recommendation could lead to the revision of Paragraph 15.7 (detailed budget).

ii) The second concerns **reduction of the percentage of funding that can be allocated to project overheads**. Taking into account Paragraph 6.8, which stresses the need for funds to be devoted primarily to project activities and only a minimum to overheads, and the fact that the percentage of the budget allocated to overheads by other funding sources is in general

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4. Make resources available so that the Secretariat can take bold steps for the IFCD to become a "learning-driven" fund by introducing measures that aim to extract lessons and spaces for the reflection at that centre of the IFCD strategy, including hiring of dedicated staff at the Secretariat responsible for project monitoring and evaluation

between 7 and 12%, the panel of experts recommended reduction of the percentage allocated to overheads from 30 to 10%, which could have an impact on Paragraph 15.7 which sets the ceiling for overheads in the total budget of projects submitted for funding.

ii) The third concerns the **putting in place of a technical support mechanism for the preparation of periodic reports in SIDS**. Since the implementation of the Convention, it has been observed that SIDS have the most difficulty in complying with the provisions of the Article 9 of the Convention, concerning “Information Sharing and Transparency”, through the submission of quadrennial periodic reports on the implementation of the Convention. Indeed, of the 19 SIDS having ratified the Convention at least four years ago, 10 have not submitted their periodic report. It should be noted that in the majority of cases, the SIDS that submitted their reports<sup>5</sup> had the benefit of technical assistance principally financed within the framework of extra-budgetary programmes.

In view of the ad hoc nature of extra-budgetary programmes and in order to increase the number of SIDS able to benefit from technical assistance in the preparation of their periodic report, the Committee may wish to reflect on the relevance of establishing a less lengthy and cumbersome procedure for submission and selection of applications of this kind within the framework of the IFCD.

8. The annexed table presents a revised preliminary draft of the Guidelines on use of the resources of the Fund. It is divided into three columns: the first column contains the original text of the Guidelines, the second column sets out the proposed updates and revisions with regard to which the Committee shall make a decision, and the third column contains observations, specifying the origin of the revision or update.
9. The Committee may wish to adopt the following decision:

#### **DRAFT DECISION 15.IGC 7**

*The Committee,*

1. *Having examined document DCE/21/15.IGC/7 and the Annex thereto,*
2. *Recalling Resolutions 7.CP 9, 7.CP 14 and 8.CP 13 of the Conference of Parties and its Decisions 13.IGC 5b and 14. IGC 10,*
3. *Adopts the revised draft Guidelines on the use of IFCD resources annexed to this decision;*
4. *Requests the Secretariat to transmit the revised draft Guidelines on the use of IFCD resources to the Conference of Parties, at its ninth session, in June 2023, for approval.*

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5. Barbados, Comoros, Jamaica, Mauritius and Timor-Leste.

**ANNEX**

**Revised preliminary draft of the Guidelines on the Use of the Resources of the IFCD**

<p><b>Guidelines on the Use of the Resources of the International Fund for Cultural Diversity</b> <i>approved by the Conference of Parties at its second session (2009) and revised at its fourth session (2013)</i></p>	<p><b>Proposed revisions/updates<sup>1</sup></b></p>	<p><b>Observations</b></p>
<p><b>Strategic considerations and objectives</b></p>		
<p>1. The purpose of the International Fund for Cultural Diversity (IFCD) is to finance projects and activities approved by the Intergovernmental Committee (herein after “the Committee”) on the basis of guidelines determined by the Conference of Parties, notably to facilitate international cooperation for sustainable development and poverty reduction to foster the emergence of dynamic cultural sectors in developing countries<sup>2</sup>, in accordance with Article 14 of the Convention (Article 3 of the Financial Regulations of the IFCD).</p>	<p><i>No modification</i></p>	
<p>2. The main objective of the IFCD is to invest in projects that lead to structural change through the introduction and/or elaboration of policies and strategies that have a direct effect on the creation, production, distribution of and access to a diversity of cultural expressions, including cultural goods, services and activities, as well as through the reinforcement of institutional infrastructures deemed necessary to support viable</p>	<p>2. The main objective of the IFCD is to invest in projects that lead to structural change through the introduction and/or elaboration of policies and <b>measures</b> strategies that have a direct effect on the creation, production, distribution of and access to a diversity of cultural expressions, including cultural goods, services and activities, as well as through the reinforcement of institutional infrastructures deemed necessary to</p>	<p><b>Revision</b> In accordance with the second external evaluation of the IFCD and the IFCD fundraising and communication strategy (2013-2018), it is proposed that the terminology of the Guidelines be aligned with the terminology used in</p>

1. Legend: original text of the Guidelines; ~~deleted text~~; **new text (in bold and italics)**.
2. Parties to the UNESCO 2005 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.

<p>cultural industries at the local and regional levels.</p>	<p>support viable cultural industries at the local and regional levels.</p>	<p>the Convention’s Monitoring Framework. (see respectively <a href="#">document DCE/17/11.IGC/7b</a> and <a href="#">document DCE/21/14.IGC/INF.11</a>).</p> <p><i>NB: As a Party requested this paragraph not to be amended, the proposed revision will be limited to a minor change in terminology.</i></p>
<p>3. IFCD projects demonstrate the value and opportunities that the cultural industries bring to sustainable development processes, in particular to economic growth and the promotion of a decent quality of life.</p>	<p><i>No modification</i></p>	
<p>4. The IFCD is managed as a Special Account pursuant to Article 1.1 of its Financial Regulations and, given its multi-donor nature, cannot receive tied or earmarked contributions.</p>	<p>4. The IFCD is managed as a Special Account pursuant to Article <del>4.4</del> <b>1.2</b> of its Financial Regulations and, given its multi-donor nature, cannot receive tied or earmarked contributions.</p>	<p><b>Update</b> The revision and adoption of the IFCD Financial Regulations by the Conference of Parties henceforth implies reference to Article 1.2 of the aforementioned Regulations. (See <a href="#">Resolution 7.CP 9</a>) and the Financial Regulations, Article 1— Creation of a Special Account</p>
<p>5. Use of the IFCD’s resources must be consistent with the spirit and provisions of the Convention. Pursuant to Article 18.3 (a) and 18.7, Parties shall endeavour to provide voluntary contributions on an annual basis. The Committee encourages Parties to provide contributions on an annual basis, the amount being at least equal to 1% of their contribution to the UNESCO budget. The</p>	<p><i>No modification</i></p>	

resources of the IFCD will be used to fund projects in developing countries. Public development aid which is not tied may be used to fund the activities of the IFCD for projects approved by the Committee in accordance with the provisions governing UNESCO Special Accounts.		
6. In managing the IFCD, the Committee shall ensure that the use of the resources:	<i>No modification</i>	
6.1. meets the programmatic and strategic priorities established by the Committee;	<i>No modification</i>	
6.2. meets the needs and priorities of beneficiary developing countries;	<i>No modification</i>	
6.3. promotes South-South and North-South-South cooperation;	<i>No modification</i>	
6.4. contributes to achieving concrete and sustainable results as well as structural impacts in the cultural field;	<i>No modification</i>	
6.5. respects the principle of ownership by the beneficiaries;	<i>No modification</i>	
6.6. respects, to the extent possible, an equitable geographical distribution of the resources of the IFCD and gives priority to Parties who have not yet benefited or who have benefited the least from these resources;	<i>No modification</i>	
6.7. satisfies the principle of financial accountability, as understood within the United Nations system;	<i>No modification</i>	
6.8. satisfies the need for funds to be spent principally on project activities and ensuring minimum overhead costs as referred to in paragraph 15.7;	<i>No modification</i>	

6.9. avoids spreading resources too thinly or supporting sporadic activities;	<i>No modification</i>	
6.10. promotes gender equality;	6.10. promotes gender equality <b>and the priority groups consisting of young people and Small Island Developing States (SIDS);</b>	<b>Revision</b> In accordance with the decision of the Conference of Parties (June 2021) to take into account the pressing transversal needs, in particular the priority groups consisting of young people and SIDS, it would be appropriate to align IFCD activities with the Medium-Term Strategy (41 C/4) and the budget programme for 2022-2025 (41 C/5). (See <a href="#">Resolution 8.CP 13 paragraph 5</a> )
6.11. promotes the participation of various social groups as identified in Article 7 of the Convention in the creation, production, dissemination, distribution and enjoyment of diverse cultural expressions;	<i>No modification</i>	
6.12. complements other international funds covering similar fields without, however, compromising the IFCD's possibility to provide funding to projects that have already received or could receive financial assistance from a third party.	<i>No modification</i>	
<b>Areas of intervention</b>		
7. Funds will be allocated:	<i>No modification</i>	
7.1. For projects that:	7.1. for projects that: <b>support the implementation of the Convention, in particular to:</b>	<b>Revision</b> In accordance with the wishes of the Conference of Parties to see the



<p>7.1.1. introduce and/or develop policies and strategies that have a direct effect on the creation, production, distribution, and access to a diversity of cultural goods, services and activities;</p>	<p><i>No modification</i></p>	<p>issues of interest to the Parties effectively reflected, as well as the second external evaluation of the IFCD and the evaluation of the IFCD fundraising and communication strategy (2013-2018), revision to specify the role of the IFCD as an instrument for implementation of the Convention  (See respectively <a href="#">Resolution 8.CP 13 paragraph 5</a>, <a href="#">document DCE/17/11.IGC/7b</a> and, <a href="#">document DCE/21/14.IGC/INF.11</a>).</p>
<p>7.1.2. strengthen corresponding institutional infrastructure,<sup>3</sup> including professional capacities and organizational structures, deemed necessary to support viable local and regional cultural industries and markets in developing countries;</p>	<p><i>No modification</i></p>	
<p>7.2. For assistance for participation, within the limits of funding decided by the Committee. This assistance may cover:</p>	<p><i>No modification</i></p>	
<p>7.2.1. the cost of participation of public or private organizations or individuals from developing countries invited by the Committee to its meetings for consultation on specific issues in conformity with Article 23.7 of the Convention;</p>		
<p>7.2.2. the cost of participation at the meetings of the organs of the Convention by government experts from least-developed countries that are members of the Committee, upon their request. Requests must reach the Secretariat of the Convention at least two months before each session of the Committee or of the Conference of Parties;</p>	<p><i>No modification</i></p>	

3. Institutional infrastructure refers to all public, collective and professional structures (excluding workspace and equipment, physical construction or restoration of buildings), capacities, and administrative and legislative (legal) provisions deemed necessary for policy implementation.

<p>7.3. For the evaluation of projects by the Panel of Experts, to be constituted by the Committee, before their submission for examination to the Committee. Funds could also be allocated for a meeting between the Secretariat and the members of the Panel of Experts every two years in Paris.</p>	<p><i>No modification</i></p>	
	<p><b>7.4. For the implementation of communication activities and Stakeholder mobilization.</b> <b>7.5. For the evaluation of the medium and long-term impact of the funded projects in order to strengthen knowledge management in relation to the IFCD and to create a learning-driven fund.</b></p>	<p><b>Revision</b> In accordance with the decisions of the Committee and the resolutions of the Conference of Parties, as well as the recommendations from the evaluations that call for:</p> <ul style="list-style-type: none"> <li>- strengthening of fundraising for the IFCD (recommendation 108 (a), document <a href="#">DCE/19/7.CP/INF.10, Resolution 8.CP 13 paragraph 5</a>);</li> <li>- strengthening of the management system for knowledge generated by the funded projects to best measure their impact and maximize the use of their results to advocate for the IFCD and ensure its sustainability (recommendations 12 and 13 resulting from the second external evaluation of the IFCD, <a href="#">decision 12.IGC 6</a>).</li> </ul>
<p>8. Projects aimed at offsetting a deficit, repaying a debt or paying interest, relating solely to the production of cultural expressions or sustaining ongoing activities with recurring costs, will not be eligible for assistance from the IFCD.</p>	<p><i>No modification</i></p>	

<p>9. At each session, on the basis of the funds available in the Special Account, the Committee will adopt a budget for each of the above-mentioned types of assistance.</p>	<p>9. <del>At each session</del> <b>Every two years</b>, on the basis of the funds available in the Special Account, the Committee will adopt the estimated budget that will be allocated to each of the above-mentioned types of assistance.</p>	<p><b>Update</b> The revision and adoption of the IFCD Financial Regulations in 2019 by the Conference of Parties henceforth implies that allocation of resources from the Special Account be approved by the Committee every two years. (See <a href="#">Resolution 7.CP 9</a>) and the Financial Regulations, Article 2— Financial Period and its Article 2.1 in particular)</p>
<p><b>Beneficiaries</b></p>		
<p>10. Entitled to benefit from the IFCD: 10.1. For projects: 10.1.1. all developing countries which are Parties to the Convention; 10.1.2. non-governmental organizations (NGOs) 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 society; 10.1.3. international non-governmental organizations (INGOs), which meet the definition of civil society and criteria regulating admission of its representatives at meetings of organs</p>	<p><i>No modification</i></p>	

<p>of the Convention as mentioned in the Operational Guidelines relating to the role and participation of civil society;</p> <p>10.1.4. micro, small and medium enterprises of the private sector active in the cultural field of developing countries that are Parties to the Convention, to the limit of available funds from contributions provided by the private sector, in full conformity with the domestic laws of the Parties concerned;</p> <p>10.2. For participatory assistance:</p> <p>10.2.1. of public or private organizations or individuals from developing countries, in conformity with Article 23.7 of the Convention;</p> <p>10.2.2. of governmental experts from least-developed countries, which are members of the Committee.</p> <p>10.3. To avoid any conflict of interest, National Commissions and any other organizations participating in the pre-selection or approval of projects submitted to the Secretariat are not eligible for IFCD funding</p>		
<p><b>Funding and submission ceilings</b></p>		
<p>11. Regarding the funding and submission ceilings, the following shall be taken into consideration:</p>	<p><i>No modification</i></p>	
<p>11.1. the maximum amount requested from the IFCD for each project is USD 100 000;</p>		<p>As a reminder, in 2010 the Committee decided to introduce a ceiling of USD 100 000 for each project (see <a href="#">Decision 4.IGC 10 A para 13a</a>)</p>

		<p>In 2012, the Committee revised the IFCD Guidelines as a result, which were approved in 2013 by the Conference of Parties (see <a href="#">Decision 6.IGC 8</a> and <a href="#">Resolution 4.CP 9</a>).</p> <p>The Committee may decide, if it wishes, to revise the funding amount per project, in accordance with <a href="#">Decision 14.IGC 10</a>.</p> <p>For the record, the average project budget is USD 73 000.</p>
11.2. the project implementation period can be between 12 and 24 months;		
11.3. National Commissions or other official channels designated by Parties can forward a maximum of four applications per funding cycle, maximum two per Party (public authority/institution) and maximum two from NGOs;	<del>11.3 National Commissions or other official channels designated by Parties can forward a maximum of four applications per funding cycle, maximum two per Party (public authority/institution) and maximum two from NGOs;</del>	<p><b>Revision</b></p> <p>Proposal to move this Paragraph to Paragraph 13 to improve legibility and complementarity.</p>
11.4. Each INGO may present a maximum of two applications per funding cycle with written support from beneficiary countries.	<del>11.4 Each INGO may present a maximum of two applications per funding cycle with written support from beneficiary countries.</del>	<p><b>Revision</b></p> <p>Proposal to move this Paragraph to Paragraph 13 to improve legibility and complementarity.</p>
<b>Pre-selection process at the country level</b>		
12. Regarding the pre-selection process at the country level, the following shall be taken into consideration:	<i>No modification</i>	
12.1. National Commissions or other official channels designated by the Parties shall launch a call for funding requests within their countries, setting appropriate deadlines that	12.1. <b>The Secretariat shall notify</b> National Commissions or other official channels designated by the Parties <b>of the launch of the call for funding requests as well as the</b>	<p><b>Update</b></p> <p>Implementation of the factual changes carried out in recent years</p>

<p>take into account the submission deadlines communicated by the Secretariat;</p>	<p><del><b>submission deadlines</b> within their countries, setting appropriate deadlines that take into account the submission deadlines communicated by the Secretariat;</del></p>	<p>in the request submission procedure:</p> <ul style="list-style-type: none"> <li>• Since 2015, date of creation of the IFCD online platform, the call for funding requests is launched directly by the Secretariat and the projects have been submitted directly through the platform.</li> <li>• The National Commissions' role is to promote this call at national level.</li> </ul>
<p>12.2. National Commissions or other official channels designated by the Parties shall form a pre-selection panel made up of, in particular, Ministries of Culture and/or other Ministries responsible for the cultural industries, and members of civil society organizations specializing in the field of culture to evaluate and pre-select projects to be submitted to the Secretariat;</p>	<p><i>No modification</i></p>	
<p>12.3. the pre-selection panel is to undertake an assessment on how the projects are relevant, meet the country's needs and priorities, and have been subject to consultation among stakeholders.</p>	<p><i>No modification</i></p>	
<p><b>Procedure for the submission of funding requests</b></p>		
<p>13. Regarding the procedure for the submission of funding requests, the following shall be taken into consideration:</p>	<p><i>No modification</i></p>	

<p>13.1. the Secretariat shall launch the call for funding requests in January each year. All funding requests will be received by the Secretariat by 15 May at the latest. Those received after the deadline are considered ineligible;</p>	<p>13.1. the Secretariat shall launch the call for funding requests <b><i>each year in March in accordance with the Committee's decision</i></b> in January each year. All funding requests will be received by the Secretariat by 15 May <b><i>three months after the launch of the call</i></b> at the latest. Those received after the deadline are considered ineligible;</p>	<p><b>Update</b></p> <p>Implementation of the factual changes in the request submission procedure carried out in recent years:</p> <ul style="list-style-type: none"> <li>• Due to the postponement of the dates of the Committee sessions since 2020 from the end of the year to the beginning of the following year (<a href="#">Decision 12.IGC 13</a> and <a href="#">Resolution 7.CP 10</a>), the launch of the call has been moved to March every year.</li> <li>• Since 2015, all funding requests are submitted directly to the Secretariat through the online platform.</li> <li>• The form is the same for all types of applicant, whether NGOs or INGOs.</li> </ul>
<p>13.2. funding requests by Parties and NGOs are submitted to the Secretariat through the National Commissions or other official channels designated by the Parties, that ensure projects are relevant and meet the country's needs and priorities;</p>	<p>13.2. funding requests by Parties and NGOs are <b><i>submitted directly to the Secretariat through the IFCD online platform</i></b> submitted to the Secretariat through the National Commissions or other official channels designated by the Parties, that ensure projects are relevant and meet the country's needs and priorities;</p>	
	<p><b><i>13.3. the Secretariat transfers funding requests submitted by Parties and NGOs to the National Commissions, or other official channels designated by the Parties, that ensure projects are relevant and meet the country's needs and priorities.</i></b></p>	
	<p><del>11.3</del> <b><i>13.4. National Commissions or other official channels designated by the Parties can forward a maximum of four applications per funding cycle, maximum two per Party (public authority/institution) and maximum two from NGOs;</i></b></p>	<p><b>Revision</b></p> <p>Proposal to include Paragraph 11.3 in this paragraph to improve legibility and complementarity.</p>

<p>13.3. funding requests by INGOs are submitted directly to the Secretariat with written support from the beneficiaries concerned to ensure projects are relevant and meet the beneficiary's needs and priorities. Funding requests by INGOs are submitted on a separate form and must demonstrate a sub-regional, regional or inter-regional impact;</p>	<p>13.35. funding requests by INGOs are submitted directly to the Secretariat <b><i>through the IFCD online platform</i></b> with written support from the beneficiaries concerned to ensure projects are relevant and meet the beneficiary's needs and priorities. Funding requests by INGOs <del>are submitted on a separate form and</del> must demonstrate a sub-regional, regional or inter-regional impact;</p>	<p><b>Update</b> Implementation of the factual changes in the request submission procedure carried out in recent years:</p> <ul style="list-style-type: none"> <li>• Due to the postponement of the dates of the Committee sessions since 2020 from the end of the year to the beginning of the following year (<a href="#">Decision 12.IGC 13</a> and <a href="#">Resolution 7.CP 10</a>), the launch of the call has been moved to March every year.</li> <li>• Since 2015, all funding requests are submitted directly to the Secretariat through the online platform.</li> <li>• The form is the same for all types of applicant, whether NGOs or INGOs.</li> </ul>
	<p>11.4 <b>13.6. Each INGO may present a maximum of two applications per funding cycle with written support from beneficiary countries.</b></p>	<p><b>Revision</b> Proposal to include Paragraph 11.4 in this paragraph to improve legibility and complementarity.</p>
<p>13.4. upon receiving the requests, the Secretariat will perform a technical assessment to ensure that the applications are complete, fall within the areas of intervention of the IFCD and therefore are eligible. Upon completion, the Secretariat will forward eligible project files to the members of the Panel of Experts for evaluation.</p>	<p>13.4 <b>13.7</b> upon receiving the requests <b><i>from the Parties and NGOs preselected by the National Commissions and from INGOs</i></b>, the Secretariat will perform a technical assessment to ensure that the applications are complete, fall within the areas of intervention of the IFCD and therefore are eligible. Upon completion, the Secretariat will forward eligible project files to the members of</p>	<p><b>Update</b> Implementation of the factual changes in the request submission procedure carried out in recent years:</p> <ul style="list-style-type: none"> <li>• Due to the postponement of the dates of the Committee sessions</li> </ul>



	the Panel of Experts for evaluation.	<p>since 2020 from the end of the year to the beginning of the following year (<a href="#">Decision 12.IGC 13</a> and <a href="#">Resolution 7.CP 10</a>), the launch of the call has been moved to March every year.</p> <ul style="list-style-type: none"> <li>• Since 2015, all funding requests are submitted directly to the Secretariat through the online platform.</li> <li>• The form is the same for all types of applicant, whether NGOs or INGOs.</li> </ul>
<b>Funding request forms</b>		
14. Forms provided by the Secretariat on the website of the 2005 Convention shall be used and considered the official funding request forms.	<i>No modification</i>	
15. All funding requests shall be submitted in either English or French and contain the following information:	<i>No modification</i>	
15.1. background information about the beneficiary, including mission and activities, and biographical information about project staff members;	15.1. background information about the beneficiary, including mission and activities, <b>capacity to implement similar projects</b> , and biographical information about project staff members;	<p><b>Update</b></p> <p>In accordance with the implementation of Recommendation 21 of the second external evaluation: “To devote more attention to the capacity of project partners [applicants] and give this factor greater weight in the selection process. (...) Include elements that prove the capacity of partners [applicants] (such as experience, sector expertise, past performance</p>

		and participation in networks)”. (see <a href="#">Decision 12.IGC 6</a> )
15.2. a brief summary of the project;	<i>No modification</i>	
15.3. a project outline (title, short- and long-term measurable objectives, country context and needs assessment, activities and expected results, including the cultural, social and economic impact, beneficiaries and partnerships);	15.3. a project outline (title, short- and long-term measurable objectives, country context and needs assessment, activities and expected results, including the cultural, social and economic impact, beneficiaries and partnerships) <b>supported by a justification of how the project contributes to achieving one or more of the expected outcomes listed on the Convention’s Monitoring Framework.</b>	<b>Revision</b> In accordance with the second external evaluation of the IFCD and the evaluation of the IFCD fundraising and communication strategy (2013-2018), it is proposed to specify the role of the IFCD as an instrument for the implementation of the Convention  (See respectively <a href="#">document DCE/17/11.IGC/7b</a> , <a href="#">document DCE/21/14.IGC/INF.11</a> ).
15.4. the name and address of the representative of the beneficiaries’ organization that will hold financial and administrative responsibility for implementation of the project;	<i>No modification</i>	
15.5. a work schedule and time frame;	<i>No modification</i>	
15.6. measures to promote the sustainability of the proposed project;	<i>No modification</i>	
15.7. a detailed budget, including the amount of funding sought from the IFCD, as well as other sources. Self or co-funding is encouraged to the extent possible. Expenditures for project-related overhead costs required to implement the project are limited to a maximum of 30% of the total project budget;	<i>No modification</i>	

<p>15.8. any information relating to the status of completion of earlier funding requests from the IFCD.</p>	<p><i>No modification</i></p>	
<p><b>Panel of Experts</b></p>		
<p>16. A six-member Panel of Experts shall be proposed by the Secretariat to the Committee for its approval based on the following criteria:</p> <ul style="list-style-type: none"> <li>• equitable geographical distribution and representation;</li> <li>• university degree or professional experience in the fields of cultural policy and/or cultural industries;</li> <li>• experience in evaluating projects;</li> <li>• professional experience in international cooperation;</li> <li>• in-depth professional experience in one of the UNESCO regions;</li> <li>• gender equality;</li> <li>• fluency in French or English and, if possible, a good understanding of the other language.</li> </ul> <p>16.1. Members of the Panel of Experts have a four-year mandate. Half are renewed each two years in order to ensure the continuity of work;</p> <p>16.2. A coordinator shall be designated from among the six members of the Panel of Experts by the members themselves;</p> <p>16.3. A meeting is organized for the Panel of Experts by the Secretariat every two years in Paris;</p> <p>16.4. The Panel of Experts is responsible for preparing recommendations for the Committee for examination and possible approval. The Coordinator shall be invited to the Committee's ordinary session when it examines projects recommended by the Panel of Experts;</p>	<p><i>No modification</i></p>	

<p>16.5. Each project application should be assessed by two experts using the evaluation forms provided by the Secretariat. No expert should assess a project from his/her country.</p>		
<b>Recommendations by the Panel of Experts</b>		
<p>17. The Panel of Experts shall undertake an evaluation of funding requests received from the Secretariat, using the official evaluation tools and taking into account the overall objectives of the IFCD.</p>		
<p>17.1. The Panel of Experts can recommend to the Committee:</p>		
<p>17.1.1. a list of projects to be funded within the limits of the funds available;</p>	<p><del>17.1.1 a list of projects to be funded within the limits of the funds available;</del></p>	<p><b>Update</b> In accordance with the implementation of <a href="#">Decision 12.IGC 6</a>, in particular paragraphs 7 and 8, as well as Recommendation 15 of the second external evaluation of the IFCD.</p>
<p>17.1.2. only projects that receive at least 75% of the maximum number of points attributable;</p>	<p>17.1.21. only projects that receive at least 75% of the maximum number of points attributable, <b><i>within the limit of available funds</i></b>;</p>	
<p>17.1.3. only one project per beneficiary;</p>	<p>17.1.32. only one project per beneficiary;</p>	
<p>17.1.4. if applicable, adjustment of the funds requested for projects and activities from the IFCD with accompanying explanation(s).</p>	<p>17.1.43. if applicable, adjustment of the funds requested for projects and activities from the IFCD with accompanying explanation(s).</p>	
	<p><b><i>17.2. In order to promote certain strategic themes and/or geographical regions, in particular priorities groups as youth and SIDS, and support project proposals including concrete actions aiming to increase the representation of women in key areas of cultural life, the Panel of Experts can give 1 bonus point to projects in countries that have</i></b></p>	<p><i>NB: With regards to a potential mechanism to deal with projects set aside in order to prioritize them the following year (<a href="#">Decision 14.IGC 10</a>), it should be noted that due to the time lag between the submission of applications and the next funding cycle (18 months), it is highly probable that certain projects may have lost their relevance by the time of possible approval of funding by the Committee.</i></p>

	<b><i>never received funding or that relate to the strategic theme.</i></b>	
17.2. The Secretariat shall make available online four weeks before the Committee session all project files, their evaluation and recommendation by the Panel of Experts.	17.23. The Secretariat shall make available online four weeks before the Committee session, <del>all project files, their evaluations</del> and recommendations by the Panel of Experts.	
<b>Decision-making of the Committee</b>		
18. The Committee shall examine and approve projects at its ordinary session.	<i>No modification</i>	
19. To facilitate the decision-making of the Committee, the recommendations of the Panel of Experts will be accompanied by a detailed presentation, including:	<i>No modification</i>	
19.1 a brief summary of the project presented in the request;	<i>No modification</i>	
19.2 the potential impact and expected results;	<i>No modification</i>	
19.3 an opinion on the amount to be financed from the IFCD;	<i>No modification</i>	
19.4 the relevance/appropriateness of the project to the objectives of the IFCD as well as to the areas of intervention of the IFCD;	19.4 the relevance/appropriateness of the projects to the objectives of the IFCD as well as to the areas of intervention of the IFCD <b><i>of the Convention's Monitoring Framework,</i></b>	<b>Revision</b> In accordance with the second external evaluation of the IFCD and the evaluation of the IFCD fundraising and communication strategy (2013-2018), It is proposed to specify the role of the IFCD as an instrument for the implementation of the Convention (See respectively <a href="#">document DCE/17/11.IGC/7b</a> , <a href="#">document DCE/21/14.IGC/INF.11</a> ).

<p>19.5 an assessment of the feasibility of the project proposed, the relevance and effectiveness of its modalities of execution, as well as the expected structural impacts, where appropriate;</p>	<p><i>No modification</i></p>	
<p>19.6 an analysis of the sustainability of the project, reflecting the level of ownership demonstrated by the beneficiaries, plans for longer-term expected results that go beyond the output level, as well as the potential of projects to produce structural effects or put in place measures/create conditions for future structural effects to take hold;</p>	<p><i>No modification</i></p>	
<p>19.7 an assessment as to the interest of the project;</p>	<p><i>No modification</i></p>	
<p>19.8 an assessment of how the project takes into consideration gender equality.</p>	<p>19.8 an assessment of how the project takes into consideration gender equality <b>and the priority groups consisting of young people and SIDS.</b></p>	<p><b>Revision</b> In accordance with the decision of the Conference of Parties (June 2021) to take into account the pressing transversal needs, in particular the priority groups consisting of young people and SIDS, it would be appropriate to align IFCD activities with the Medium-Term Strategy (41 C/4) and the budget programme for 2022-2025 (41 C/5). See (<a href="#">Resolution 8.CP 13 paragraph 5</a>)</p>
<p><b>Monitoring</b></p>		
<p>20. UNESCO shall develop a systemic and risk-based project monitoring system with adequate human and financial resources to identify and address project</p>	<p><i>No modification</i></p>	

<p>implementation challenges and to ensure project sustainability. This monitoring system shall be based on short and long term objectives and SMART indicators.<sup>4</sup></p>		
<p>21. All relevant UNESCO Field Offices shall designate a focal point to cooperate with the Secretariat in ensuring ongoing monitoring of IFCD projects, and their complementarity and synergies with UNESCO's other work at the country level. The involvement of UNESCO Field Offices should also facilitate the establishment of contacts and sharing of experiences between IFCD project partners and potential future donors.</p>	<p><i>No modification</i></p>	
<p><b>Evaluation</b></p>		
<p>22. An evaluation and audit of the IFCD shall be carried out every five years.</p>	<p><i>No modification</i></p>	
<p>23. In addition, any project may be evaluated ex post facto at the request of the Committee with regard to its efficiency, and the achievement of its objectives relative to the resources spent. Evaluation of funded projects should present lessons learned, as well as the impact of these projects on strengthening and/or fostering the emergence of dynamic cultural industries in developing countries. The evaluation should showcase how experience gained could benefit other projects, with a view to compiling and disseminating best practices on the Convention knowledge platform.</p>	<p><i>No modification</i></p>	
<p>24. Under the Financial Regulations applicable to the Special Account for the IFCD, the UNESCO Comptroller is responsible for maintaining the IFCD's accounting</p>	<p>24. Under the Financial Regulations applicable to the Special Account for the IFCD, the <del>UNESCO Comptroller</del> <b>Financial Director is responsible</b></p>	<p><b>Update</b> The revision and adoption of the IFCD Financial Regulations in 2019</p>

4. SMART: Specific, Measurable, Achievable, Relevant and Time-bound.

<p>records and submitting the annual accounts to the UNESCO External Auditor for audit.</p>	<p><b><i>for the necessary accounts. The accounts under the Special Account are part of the consolidated financial statements presented to the UNESCO External Auditor for audit</i></b>  <del>maintaining the IFCD's accounting records and submitting the annual accounts to the UNESCO External Auditor for audit.</del></p>	<p>by the Conference of Parties implies an update. See the Financial Regulations, Article 7—The accounts and its articles 7.1 and 7.3 in particular)</p>
<p><b>Reporting</b></p>		
<p>25. The beneficiaries shall submit a mandatory descriptive, analytical and financial report on the execution of the project and the realization of expected results to the Secretariat. The report must be presented using the reporting forms provided by the Secretariat in order for the beneficiary to receive its final payment. No financial contributions for new projects will be allocated to beneficiaries who have not received their final payment.</p>	<p><i>No modification</i></p>	