

FORM ICH-09 REQUEST BY A NON-GOVERNMENTAL ORGANIZATION TO BE ACCREDITED TO PROVIDE ADVISORY SERVICES TO THE COMMITTEE	
1. Name of the organization Please provide the full official name of the organization, in its original language as well as in French and/or English.	
Heritage Foundation of Newfoundland and Labrador	
2. Address of the organization Please provide the complete postal address of the organization, as well as additional contact information such as its telephone or fax numbers, e-mail address, website, etc.. This should be the postal address where the organization carries out its business, regardless of where it may be legally domiciled (see item 8).	
PO Box 5171, 1 Springdale Street, St. John's, Newfoundland, Canada A1C 5V5	
3. Country or countries in which the organization is active Please identify the country(ies) in which the organization actively operates. If it operates entirely within one country, please indicate which country. If its activities are international, please indicate whether it operates globally or in one or more regions, and please list the primary countries in which it carries out activities	
☒ national ☐ international (please specify:) ☐ worldwide ☐ Africa ☐ Arab States ☐ Asia & the Pacific ☐ Europe & North America ☐ Latin America & the Caribbean Please list the primary country(ies) where it is active: Canada	
4. Date of its founding or approximate duration of its existence Please state when the organization came into existence.	
1984	

5. Objectives of the organization

Please describe the objectives for which the organization was established, which should be “in conformity with the spirit of the Convention” (Criterion C). If the organization’s primary objectives are other than safeguarding intangible cultural heritage, please explain how its safeguarding objectives relate to those larger objectives.

Not to exceed 350 words; do not attach additional information

The Heritage Foundation of Newfoundland and Labrador (HFNL) was established in 1984 to preserve the heritage of the province. Originally established to conserve built heritage, the Foundation’s scope has expanded to include the safeguarding of intangible cultural heritage. Our mission in that regard is to safeguard and sustain the Intangible Cultural Heritage of Newfoundland and Labrador for present and future generations everywhere, as a vital part of the identities of Newfoundlanders and Labradorians, and as a valuable collection of unique knowledge and customs. This will be achieved through policies that support initiatives that will celebrate, record, disseminate and promote our living heritage and help to build bridges between diverse cultural groups within and outside Newfoundland and Labrador.

6. The organization’s activities in the field of safeguarding intangible cultural heritage

Items 6.a. to 6.c. are the primary place to establish that the NGO satisfies the criterion of having “proven competence, expertise and experience in safeguarding (as defined in Article 2.3 of the Convention) intangible cultural heritage belonging, inter alia, to one or more specific domains” (Criterion A).

6.a. Domain(s) in which the organization is active

Please check one or more boxes to indicate the primary domains in which the organization is most active. If its activities involve domains other than those listed, please check “other domains” and indicate which domains are concerned.

- ☒ oral traditions and expressions
- ☒ performing arts
- ☒ social practices, rituals and festive events
- ☒ knowledge and practices concerning nature and the universe
- ☒ traditional craftsmanship
- ☐ other domains - please specify:

6.b. Primary safeguarding activities in which the organization is involved

Please check one or more boxes to indicate the organization’s primary safeguarding activities. If its activities involve safeguarding measures not listed here, please check “other safeguarding measures” and specify which ones are concerned

- ☒ identification, documentation, research (including inventory-making)
- ☒ preservation, protection

- ☒ promotion, enhancement
- ☒ transmission, formal or non-formal education
- ☒ revitalization
- ☐ other safeguarding measures - please specify:

6.c. Description of the organization's activities

Organizations requesting accreditation should briefly describe their recent activities and their relevant experience in safeguarding intangible cultural heritage. Please provide information on the personnel and membership of the organization, describe their competence and expertise in the domain of intangible cultural heritage and explain how they acquired such competence. Documentation of such activities and competences may be submitted, if necessary, under item 8.c. below.

Not to exceed 750 words; do not attach additional information

The Heritage Foundation of Newfoundland and Labrador's strategy for safeguarding intangible cultural heritage is based on local communities, and on the continuing activities of those with specific knowledge of traditions, skills and customs within these communities. The strategy attempts to articulate a vision and to develop practical steps to ensure that the Province's rich traditions are passed down to future generations. Developed in consultation with community heritage, culture and arts groups, the Foundation's ICH strategy has the following goals:

1. To document and preserve ICH information and traditions, including the development and dissemination of "best practices".
2. To promote the celebration of ICH at local, provincial, national and international levels, and the recognition of individuals, groups and communities who carry on ICH traditions.
3. To work with existing organizations and educational institutions to encourage and support the transmission and dissemination of traditional skills, knowledge and practices across the province and around the world.
4. To use ICH in building cultural enterprise, and encouraging the responsible use of ICH traditions and practices in a variety of economic development efforts.
5. To monitor and evaluate the implementation of the strategy in an effective manner.
6. To identify and establish a mechanism—including active stakeholder participation, staffing resources and an advisory board—to coordinate and implement preservation activities.

HFNL has created a website devoted to our ICH activities, and are continually adding new material. We have started an inventory of provincial traditions, with all materials housed in Memorial University's Digital Archive Initiative, accessible throughout the province (and the world) through our website. We offer support for community groups to preserve their ICH online through this inventory initiative. The ICH office also maintains a web blog, twitter feed, facebook group, and monthly e-newsletter to better connect rural communities involved in safeguarding ICH.

Our ICH Provincial Advisory Group has three specialized committees that are working on

a number of initiatives. The Training Committee has sponsored a series of workshops across the province for heritage workers to learn the skills required to document ICH. Throughout 2009 and 2010, for example, the ICH office developed a series of community workshops on cultural documentation, oral history, and fieldwork methods. These course were presented in various locations and times across the province. These courses included Project Planning for Cultural Documentation, Interviewing Techniques, New Media and Place-Based Narrative, Introduction to ICH, Documentation of Boatbuilding Techniques, Planning for Folklife Festivals, Digital Audio Recording, and Google Maps for Community Folklore Projects.

Our Inventory Committee continues to work with grassroots organizations to develop ways to foster a “grassroots” (i.e., bottom-up) inventory of the province, shaped by the priorities of community. Our Celebration Committee is working on a province-wide system to spotlight ordinary tradition-bearers and their knowledge. Besides the work of these committees, we are pursuing specific initiatives. In 2010, the ICH program organized the first folklife festival for the province, focusing on the Christmas-time house visiting traditions (mumming).

HFNL recognizes, as a guiding principle, that the inclusion of multiple voices, including those of youth, is important in all work relating to Intangible Cultural Heritage.

7. Its experiences cooperating with communities, groups and intangible cultural heritage practitioners

The Committee will evaluate whether NGOs requesting accreditation “cooperate in a spirit of mutual respect with communities, groups and, where appropriate, individuals that create, maintain and transmit intangible cultural heritage” (Criterion D). Please briefly describe such experiences here.

Not to exceed 350 words; do not attach additional information

The forging of partnerships is critical for the safeguarding and enhancement of the province's Intangible Cultural Heritage, and as such, HFNL works to ensure the meaningful participation of individuals, groups and communities concerned with Intangible Cultural Heritage in decision-making processes at all levels. HFNL has worked with numerous groups, including:

The Town of Bay Roberts to help plan ICH projects;

Northern Peninsula Heritage groups to provide introductory training for members ;

The Rooms Provincial Museum on programming related to ICH;

Tablelands Rug Hookers to promote knowledge of traditional craftways;

NL Rug Hooking Guild to digitize the provincial hooked mat database and include it in the provincial ICH inventory;

Winterton Boat Building Museum to run workshops on documenting boats and boat building traditions;

Town of Torbay Museum and Archives to digitize oral history collections;

Memorial University of Newfoundland to co-sponsor a year-long rotating ICH internship;

Southern Avalon Development Association to host a workshop and public lecture on

safeguarding ICH; Labrador Metis Association to train fieldworkers in folklore interview techniques; SmartLabrador to provide training for local researchers on oral history, ICH and community knowledge mapping; Conne River Mi'qkmaw Band to provide instruction for student fieldworker documenting canoe building traditions ; and, Museum Association of Newfoundland and Labrador to assist in the planning of the ICH-themed Canadian Museums Association Conference. It is the one of the goals of HFNL that its programs and initiatives to safeguard Intangible Cultural Heritage will recognize and support individual tradition-bearers and communities who take part in the various aspects of Intangible Cultural Heritage. The particular role of women in the preservation and dissemination of Intangible Cultural Heritage is recognized and supported, and the connection between Intangible Cultural Heritage and the social and economic well-being of individuals and communities is recognized.
8. Documentation of the operational capacities of the organization The Operational Directives (paragraph 94) require that an organization requesting accreditation shall submit documentation proving that it possesses the operational capacities listed under Criterion E. Such supporting documents may take various forms, in light of the diverse legal regimes in effect in different States. Submitted documents should be translated into French or English whenever possible if the originals are in another language. Please identify supporting documents clearly with the item (8.a, 8.b or 8.c) to which they refer.
8.a. Membership and personnel Proof of the participation of the membership of the organization, as requested under Criterion E (i), may take diverse forms such as a list of directors, list of personnel and statistical information on the quantity and categories of members; a complete membership roster usually need not be submitted. <i>Please attach supporting documents.</i>
8.b. Recognized legal personality If the organization has a charter, articles of incorporation, by-laws or similar establishing document, a copy should be attached. If, under the applicable domestic law, the organization has a legal personality recognized through some means other than an establishing document (for instance, through a published notice in an official gazette or journal), please provide documentation showing how that legal personality was established. <i>Please attach supporting documents.</i>
8.c. Duration of existence and activities If it is not already clearly indicated from the documentation provided for item 8.b, please submit documentation proving that the organization has existed for at least four years at the time it requests accreditation. Please provide documentation showing that it has carried out appropriate safeguarding activities during that time, including those described above in item 6.c. Supplementary materials such as books, CDs or DVDs, or similar publications cannot be taken into consideration and should not be submitted. <i>Please attach supporting documents.</i>

9. Contact person for correspondence

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

Dale Jarvis, ICH Development Officer, ich@heritagefoundation.ca; fax 1-709-739-5413

10. Signature

The application must include the name and signature of the person empowered to sign it on behalf of the organization requesting accreditation. Requests without a signature cannot be considered.

Name: George C. Chalker

Title: Executive Director

Date: June 17, 2010

Signature:

8 Documentation of the operational capacities of the organization.

8a Membership and personnel

STAFF:

Dale Jarvis, ICH Development Officer
ich@heritagefoundation.ca

BOARD OF DIRECTORS:

Gerald Pocius, Chair
gpocius@mun.ca

Sandra Wheeler, Heritage Foundation of Newfoundland and Labrador representative
swheeler@nf.sympatico.ca

Karen Hewett, Department of Education representative
karenhewett@gov.nl.ca

Lloydetta Quaicoe, Sharing Our Cultures representative
quaicoe@gmail.com

Catherine Rice, Museum Association of NL representative
crice@nf.aibn.com

Mary Ellen Wright, Association of NL Archives representative
anla@nf.aibn.com

Patrick Carroll, Parks Canada representative
patscarroll@gmail.com

Anita Best, Folk Arts Society representative
moss104@gmail.com

Mark Ferguson, The Rooms representative
MFerguson@therooms.ca

Martha MacDonald, Labrador Institute representative
martha.macdonald@mun.ca

Jerry Dick, Department of Tourism Culture and Recreation, Government
Representative
JerryDick@gov.nl.ca

Subcommittees:

Documentation and Inventory

Mary Ellen Wright - Chair - anla@nf.aibn.com
Mark Ferguson
Chris Moulard
Gerald Pocius
Dale Jarvis

Transmission and Celebration

Diana Quinton - Chair- diana@storiesworthtelling.ca
Anita Best
Patrick Carroll
Karen Hewitt
Mu Li
Lloydetta Quaicoe

Training

Anna Guigne - Chair - aguigne@gmail.com
Lucy Drown
Jillian Gould
Melissa Long
Leslie Pierce
Gerald Pocius
Catherine Rice
Mary Ellen Wright

ICH Board of Directors Yearly Meeting Schedule

First week of January - Executive Committee

First week of March - Executive Committee

First week of May – Board of Directors full meeting

First week of July – Executive Committee

First week of September – Executive Committee

First week of November – Board of Directors full meeting

8b Recognized Legal Personality

The Heritage Foundation of Newfoundland and Labrador was established in 1984. It operates in Canada as a legal not-for-profit organization under Canadian Business Number 89793582-RP0001. The organization has legal personality verified through published notice in the official Gazette for the province of Newfoundland and Labrador. It was officially acceded to in the Newfoundland Gazette of December 10, 1985, which is duly archived as part of the Newfoundland and Labrador collections of the A.C. Hunter Public Library, Arts and Culture Centre, 125 Allandale Road, St. John's, NL, Canada A1B 3A3.

8c Duration of existence and activities.

The Heritage Foundation of Newfoundland and Labrador (HFNL) was established in 1984 to preserve the heritage of the province. Originally established to conserve built heritage, the Foundation's scope has expanded to include the safeguarding of intangible cultural heritage.

In 2002, ICH Board of Directors chair Dr. Gerald Pocius represented Canada at a meeting of experts in Rio de Janeiro working on an early draft of UNESCO's Convention on Intangible Cultural Heritage. In 2002, Dr Pocius spoke at the Association of Heritage Industries meeting, outlining how ICH was an important new direction for heritage work in Newfoundland and Labrador. By 2006, committee member Anita Best and others had worked tirelessly to include ICH as one of the key initiatives in Newfoundland and Labrador's Cultural Blueprint. HFNL, working with community, sectoral and government partners, supported a province-wide forum of ICH that was held later that year. From that meeting, we created our provincial ICH Strategic Plan—probably the first

province in Canada to have a plan devoted exclusively to ICH. That plan eventually led to the creation of an full-time ICH Development Officer position for the province, which Dale Jarvis started in April 2008. From 2002 to 2010, with the challenge of limited resources, we have accomplished much. We have created a website devoted to our ICH activities, and are continually adding new material. We have started an inventory of provincial traditions, with all materials housed in Memorial University's Digital Archive Initiative, accessible throughout the province (and the world) through our website. With support from the province, various funding agencies and Memorial University, we offer support for community groups to preserve their ICH. We offer training programs, run a successful festival, symposia, workshops, public lectures and have published 17 update newsletters on our ongoing work to safeguard the ICH of Newfoundland and Labrador.