

Workshop Information Pack
Thursday 31 January 2019

Cultural Protection Fund
www.britishcouncil.org



CULTURAL PROTECTION FUND

Information Pack
Grantee Workshop
Thursday 31 January 2019

BEFORE THE EVENT

BEFORE YOU TRAVEL

Before you travel please seek advice as to whether you require a visa and how to obtain one. Your passport should be valid for a minimum period of 6 months from the date of entry into Lebanon.

You should have already received a budget for your flights. If you haven't already booked your travel, please do so as soon as possible. All travel must be booked through your organisation, as the **cost will only be reimbursed to your organisation's back account**. Please keep your receipts, as the British Council reimburses against actuals.

We would advise all travellers to familiarise themselves with the [Foreign and Commonwealth Office advice for Lebanon](#). Travellers from outside of Lebanon must complete a risk assessment and return it to the Cultural Protection Fund team, using the email address victoria.kelly@britishcouncil.org by **23 January**.

ARRIVAL IN LEBANON

If you are staying at the hotel organised by the British Council, the hotel is able to organise a pick up service to get to and from the airport. To book this, please send an email to Eliane Farhat efarhat@citea.com.lb noting that you are a member of the British Council booking and including your flight times. This cost can be reimbursed by the British Council.

If you have arranged a transfer, after immigration you will be greeted by your transfer host. If you do not have a transfer previously arranged with the hotel, you can take a taxi directly upon arrival.

CONTACT INFORMATION

If you have any issues, please contact Alexander Bishop or Amy Eastwood:

Alexander (Grant Manager):

M: +44 07748147314

E: alexander.bishop@britishcouncil.org

Amy (Senior Programme Manager)

M: +44(0)7827 954598

E: amy.eastwood@britishcouncil.org

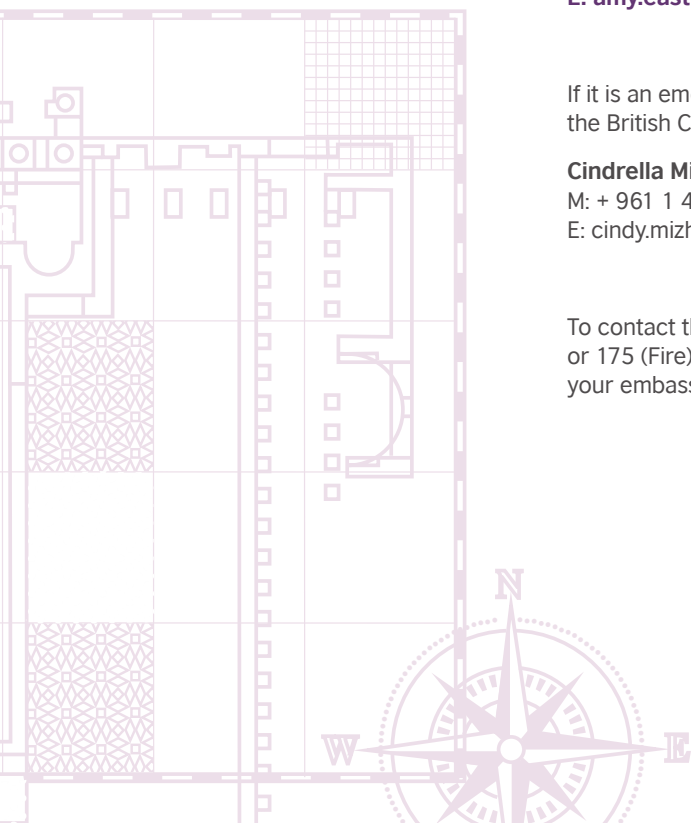
If it is an emergency and you are unable to reach Alexander or Amy, you may contact the British Council Lebanon office:

Cindrella Mizher (Arts & Society Projects Manager)

M: + 961 1 428900

E: cindy.mizher@lb.britishcouncil.org

To contact the emergency services call 112 (Tourist Police), Ambulance: +961-1-865561 or 175 (Fire). Please take note of these numbers, along with the contact numbers of your embassy or consulate in Lebanon.



HOTEL INFORMATION

For attendees who have requested accommodation, a reservation has been made at the [CITEA Aparthotel](#). The British Council will cover this accommodation. Any costs incurred due to use of facilities, additional nights or occupants in the room will be paid by the attendee. If you have not already, please inform us if you have any additional requirements.

ADDRESS

Alfred Naccache Avenue - 24600

Ashrafieh Beirut, Lebanon

HOTEL SERVICES

The following services are offered in complimentary basis to our guests during their stay at the CITEA Aparthotel:

- Buffet breakfast
- WiFi
- Use of gym facilities

MEALS

If you arrive on Wednesday 30 January, please save the receipt from your evening meal and we will reimburse the cost. We can reimburse you up to the threshold amount of LBP 50,000 per person for your evening meal.

On Thursday 31 January, breakfast is available in the hotel. A light lunch will be served during the workshop. In the evening, after the reception, we will be served a buffet dinner at CITEA hotel. Attendees, who are staying at the CITEA hotel, are assumed to be staying for dinner, which will be served 20:00. Please inform us if you do not wish to attend. For attendees who are not due to attend dinner but would like to, please confirm **by Wednesday 23 January**, including any dietary requirements.

On Friday 1 February breakfast is available in the hotel and we will reimburse you up to LBP 30,000 for lunch. Please ensure you retain receipts for all your expenses.



WORKSHOP INFORMATION

ADDRESS

[Beit Beirut](#)
Independence Street (Elias Sarkis Avenue)
Beirut
Lebanon

TO PREPARE

For the first part of the workshop we are asking project representatives to deliver a short presentation (maximum 5-8 minutes) on their CPF funded project. Please prepare your presentation in the following format:

- **Introduction to your work and a brief overview of your CPF project. If desired, this can be accompanied by up to 8 PowerPoint slides. In this case, please use only images in your slides.**
- **Discuss one challenge your project has faced and how you overcame it.**
- **Address one unexpected opportunity or positive outcome that you have experienced as a result of your project.**

There will be a large number of presentations to get through during the morning, so please ensure you do not exceed your 5-8 minute time slot. **Please send your presentation to us via [WeTransfer](#) by 23 January.**

For the second part of the workshop we would like to invite project representatives to contribute to discussions around evaluation of the CPF, particularly around unmet need within the region and your experience as a CPF grantee. Please come ready to discuss these issues.

Please note that the workshop will be conducted in English.



PROGRAMME

09:30 - 17:30

**THURSDAY 31
JANUARY 2018**

9:30 Introductions and Grantee Presentations

(5-8 mins image only presentations)

Syrian Stonemasonry
Integrating Soqatra's cultural heritage
Training in Endangered Archaeology Methodology
Preserving Syrian Heritage
Preserving Historic Homes in Lebanon
Music Schools for Refugees
Megalithic Monuments of Menjez

11:00 - 11:30 Coffee Break

Dome Houses from Syria
A youth-led approach to preserving Lebanese Heritage
Preserving the living memory of the Bedouins of Bekaa Valley
Swansea City Opera Lebanon Heritage Project
Old Taiz Regeneration
Protecting Levantine craftsmanship
Postwar Reconstruction and Rehabilitation in Yemen

13:00 – 14:00 Lunch

14:00 Common challenges and opportunities

A facilitated discussion looking at challenges and opportunities. This will be based on the topics that were raised in the morning presentations.

15:00 – 15:30 Coffee Break

15:30 Unmet need

A facilitated discussion where we consider the region's heritage in conflict needs: Questions including the following:

- What are some of the key unmet needs of cultural heritage within the region?
- How could the CPF better meet these needs in the future?
- If CPF were to expand beyond its current remit, what would you suggest in terms of new priorities (e.g. geographical priorities, types of activities to be supported, risk focus)

16:15 Experience of being a CPF Grantee

- What has worked well from your perspective in terms of our processes and the support we offer?
- What three things would you most like to change and why?

17:00 Communications Presentation

- Update on publicity, promotion and strategic communications

17:30 Close Workshop

18.00-19.15 Networking Reception

- With representatives of the wider heritage sector in Lebanon

20:00 Dinner at the hotel

- Other workshop attendees welcome to attend (please let us know)



PROJECT LIST

The following projects and the representatives will be in attendance from target countries; Lebanon, Jordan, Yemen and Syria.

Preserving the historic homes of displaced communities

This project is carried out by United Nations Human Settlements Programme (UN-Habitat) in partnership with Azm and Saade Association (ASA) and Development for People and Nature Association (DPNA). This project is rehabilitating a significant portion of the historic centres of two cities in Lebanon: Tripoli and Saida.

Project Representatives: Noelle Tannous and Pierre El Asmar

A Youth-led approach to preserving Lebanese heritage

This project is undertaken by Search for Common Ground in partnership with Arcenciel, Biladi and NAHNOO. This 18-month youth-led project is focused on the preservation and promotion of historical sites, oral history, cultural festivals and traditional crafts and customs in six rural and urban areas.

Project Representatives: Yasmine Masri and Jennifer Ghazal

Dome houses from Syria

This project is led by Arcenciel. This project is preserving and revitalising the tradition of domed houses to offer a housing solution to displaced Syrian families.

Project Representatives: Hoda Kassatly and Belinda Rathle

Valorisation of Mengez megalithic sites

This project is carried out by University of Geneva: Laboratory of prehistoric archaeology and anthropology (LAP) in partnership with Municipality of Mengez, Museum of Lebanese Prehistory (Université Saint-Joseph), Château-Musée de Préhistoire (Bélesta, France) and Directorate of General Antiquities. This project is working on the preservation and optimisation of tourism of the megalithic dolmens of Mengez, in the Akkar region of Northern Lebanon.

Project Representatives: Maya Haïdar-Boustani and Georges Youssef

Music Schools for Refugees

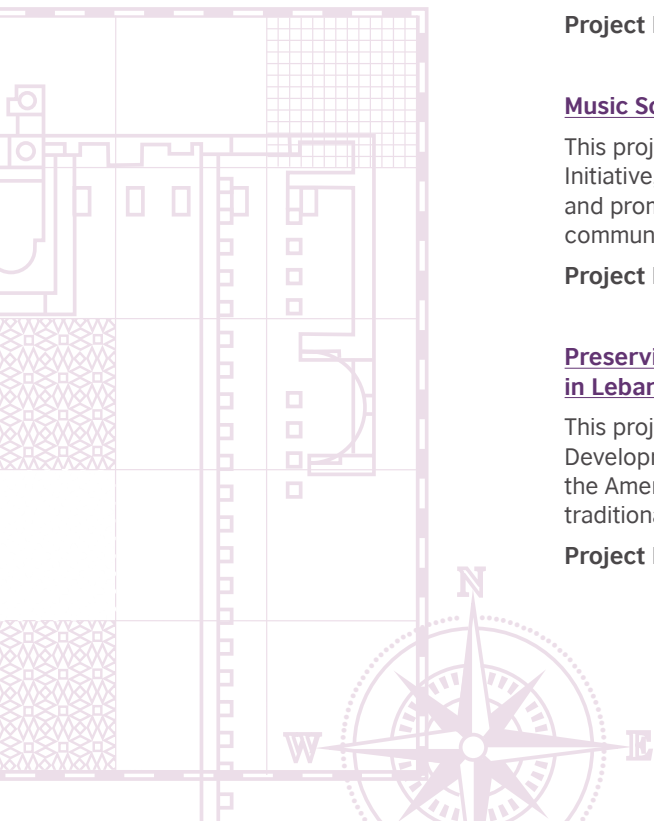
This project is carried out by Action for Hope in partnership with The Aga Khan Music Initiative, Cooperative for Assistance and Relief Everywhere. This project is preserving and promoting traditional Syrian music and musical instrument making among refugee communities in Lebanon and Jordan.

Project Representatives: Ghassan Rahal and Sara Zein

Preserving the living memory of the pastoral routes and heritage of the Bedouin in Lebanon

This project is undertaken by the Institute for Heritage and Sustainable Human Development (INHERIT), part of York Archaeological Trust, working in partnership with the American University of Beirut. This project is collecting, archiving and sharing the traditional skills and living memory of the Bedouins of Bekaa in Lebanon.

Project Representatives: Aphrodite Sorotou and Rami Zurayk



PROJECT LIST

Training in Endangered Archaeology Methodology

This project is carried out by the University of Oxford, the University of Leicester and the University of Durham in partnership with the Departments of Antiquities from: Occupied Palestinian Territories, Yemen, Jordan, Libya, Lebanon, Iraq, Egypt and Tunisia and the Bibliotheca Alexandrina, Egypt. The project is training archaeologists from eight countries in the use of an open-source aerial recording methodology, designed for conflict zones and other areas where access to the ground is restricted.

Project Representatives: Graham Philip and Selim Geremaneh

Swansea City Opera Lebanon Heritage Project

This project will be undertaken by Swansea City Opera in partnership with the SHEILD Association, Dreams of a Refugee Association and the American University of Beirut (University Libraries). This 14-month project will adopt a community-led approach to work with people living in refugee camps across Lebanon, identifying, recording and sharing heritage whilst developing skills. The project is focusing on various aspects of intangible cultural heritage, including memories, recipes, falconry, storytelling (including Hikaye as a form of female expression), crafts and costumes and dialects.

Project Representatives: Richard Newton and Ayman Alroz

Syrian Stonemasonry

This project is undertaken in Jordan with a focus on aiding Syrian refugees, by the World Monuments Fund Britain in partnership with Petra National Trust. The project provides a group of Syrian and Jordanian trainees with traditional stonemasonry skills that can be used to repair conflict-affected heritage buildings.

Project Representatives: John Darlington and Bara'a al Falah



Portrait of a girl from
the Bedouin
community of Bekaa
© Asaad Saleh

PROJECT LIST

Protecting Levantine craftsmanship through embedded training and traditional learning

This project will be undertaken by Turquoise Mountain Trust and is going to protect Syrian and Levantine intangible heritage among displaced and host communities in Jordan, with a focus on a series of traditional wood crafts.

Project Representatives: Richard Dwerryhouse and Bastien Varoutsikos

Preserving Syrian Heritage

This project is undertaken by The Institute for Digital Archaeology (IDA) in partnership with The Day After. This project is training Syrians (in Syria) in digital documentation techniques in order to digitally document heritage sites at risk.

Project Representatives: Alexy Karenowska

Conserving Soqatra's Cultural Heritage

This project is carried out by the Royal Botanic Garden Edinburgh (RBGE) in partnership with the Environmental Protection Authority (EPA) and Senckenberg Society for Nature Conservation (Frankfurt am Main). This project is addressing the needs of cultural heritage on Soqatra, a Yemeni archipelago between Yemen and the Horn of Africa, as well as conducting activities to promote the use of the endangered Soqotri language.

Project Representatives: Julian Jansen van Rensburg

Old City of Taiz - Building capacity in post-conflict heritage assessment - emergency conservation

This project will be undertaken by the World Monuments Fund Britain in partnership with the General Organization of Antiquities and Museums (GOAM) and the French Centre for Archaeology and Social Sciences (CEFAS). This one-year project will equip Yemeni heritage professionals with needed skills and collect information about the state of heritage in Taiz.

Project Representatives: Sarah Meaker and Alessandra Peruzzetto

Postwar Reconstruction and Rehabilitation in Yemen

This project will be undertaken by the Prince Claus Fund in partnership with the Daw'an Mud Brick Foundation. This project will restore, reconstruct and renovate important cultural sites and landmarks in the Yemeni province of Hadhramaut that have been affected by.

Project Representatives: Deborah Stolk and Dr Salma Samar Damluji



AFTER THE WORKSHOP

RECEPTION

Time: 18:00-19:15

Address: Beit Beirut, Independence Street (Elias Sarkis Avenue), Bayrut, Lebanon

The Cultural Protection Fund and The British Council Lebanon office will host a networking reception in the atrium of Beit Beirut after the grantee workshop. Drinks and nibbles will be available.

We would like to open up the evening session to more people within the Lebanese heritage sector. With this in mind, each project team may invite up to three additional stakeholders to the evening reception. These may be key stakeholders for your project or people within the Lebanese sector that you think may be interested.

As a guest list will operate on the door, please inform us of any additional guest who will be attending. Please send names to victoria.kelly@britishcouncil.org by **Wednesday 23 January**.

DINNER

Time: 20:00

Address: CITEA Aparthotel, Alfred Naccache Avenue – 24600, Ashrafieh Beirut, Lebanon

We have booked dinner for all workshop attendees that are staying in the hotel, please tell us if you are not planning to attend.

Workshop attendees based in Lebanon are also welcome to attend, please let us know **by Wednesday 23 January** if you would like to join us, including any dietary requirements.

We regret that there is unfortunately not capacity to include additional invitees from the networking session.

TRAVEL REIMBURSEMENT

Within 14 days of the event we require an invoice or travel claim detailing all travel costs, including those from the lead and any partner organisations, and evidence for all travel costs incurred directly as a result of the CPF event.

In the invoice you will need to detail a description of the cost, the British Council book keeping rate, the original currency and amount paid, and the amount you are claiming in GBP. Information will be circulated via email after the event.

Booking confirmations are not accepted as evidence of travel, so please ensure copies of actual receipts are sent.

The travel reimbursement will only be paid in to the lead organisations bank account. We are not able to reimburse directly to individual bank accounts.