



Rijksdienst voor het Cultureel Erfgoed  
Ministerie van Onderwijs, Cultuur en  
Wetenschap

# Activity plan

## Faro Implementation Agenda initiative

This model for an activity plan is part of the Faro Implementation Agenda Subsidy Scheme. Your activity plan and corresponding budget serve to assess your initiative. To do this, on the one hand, you place your activity plan on <https://faro.cultureelerfgoed.nl> (the Faro platform). Participants of the platform can respond to your initiative in this way. On the other hand, you submit both the (same) activity plan and the budget by sending it to [faro@cultureelerfgoed.nl](mailto:faro@cultureelerfgoed.nl). On the Faro platform you will find more information about the procedure and criteria.

Fill in the information below:

Applicant's name:	Public Entity Saba
Contact:	[REDACTED]
E-mail address:	[REDACTED]
Telephone number:	[REDACTED]
Initiative Name:	Revision of Draft Cultural Policy Plan 2023-2030
Total cost:	\$202,900.00
Requested grant contribution:	\$ 62,900.00
Amount of co-financing by third parties:	\$140,000.00
Amount of personal contribution:	n/a
Deployment of volunteers in hours:	60

## Activity plan

1. What form(s) of cultural heritage does your initiative have to do with?  
(you can tick multiple boxes)

- Integrated approach to cultural heritage
  - Archaeology
  - Built and landscaped (green) heritage
  - Cultural landscape
  - Movable heritage
  - Mobile heritage
- Intangible heritage
  - Oral History
  - Archives
  - Digital born heritage
  - Other form, namely.... Click or tap to enter text.

2. Give a brief description of the initiative, in which you briefly describe the reason, the main activity and formulates the goal.

The Saba Cultural Policy Plan 2023-2030, with a focus on heritage and increased community participation, represents a significant step towards preserving and enhancing Saba's rich cultural heritage.

Saba currently does not have a comprehensive multi-year Cultural Policy. The objective is to create a comprehensive, community-driven culture policy plan that reflects the island's cultural aspirations and needs. The result is a document outlining cultural objectives, strategies, and initiatives.

This is a joint effort of the Saba government and the Saba Heritage Center.

Saba is a multicultural society with African, American, Asian, European and Latin American influences. The policy plan emphasizes inclusivity, ensuring that all segments of the population could engage in cultural activities. It will consider the diverse cultural backgrounds and interests of Saba's residents. By involving diverse segments of the population in cultural policymaking and heritage preservation, the plan strives to ensure that historically marginalized voices and perspectives are included in decision-making processes.

3. Describe what the intended result is.

The Saba Cultural Policy Plan 2023-2030 represents a commitment to preserving, celebrating, and enriching Saba's cultural heritage while actively involving the community in the process. Representatives of the community will be involved from the beginning as part of the stakeholder consultation sessions, as well as in feedback sessions once a draft policy has been developed. It is a forward-looking document that recognizes the vital role culture plays in the identity and well-being of the island's residents.

4. Include below point by point which sub-activities or process steps are carried out. Go based on a maximum of 8 activities/process steps. Describe per activity/process step:

- the nature, scope, duration and manner of carrying out the activity,
- the objective, results or products.

*If desired, you can also attach this as a separate attachment.*

### Activity 1: Stakeholder Consultation Sessions

- **Nature and Scope:** Organize stakeholder consultation sessions, involving representatives from various sectors such as local artists, cultural organizations, educators, and community leaders. These sessions may include discussions, brainstorming, and dialogue sessions to discuss the integrated input.
- **Duration and Manner:** These sessions will be held periodically throughout the planning process, with a duration of several hours each. They can be conducted in person or virtually, depending on the prevailing circumstances.
- **Objective and Results:** The objective is to gather diverse perspectives and insights on cultural priorities, challenges, and opportunities. The results will include a compilation of ideas, feedback, and recommendations from stakeholders to inform the policy plan.

### Activity 2: Drafting a policy framework

- **Nature and Scope:** Develop the policy framework, integrating input and feedback received from the stakeholder consultation sessions.
- **Duration and Manner:** Drafting the policy framework may take several weeks, with ongoing collaboration between the Department of Community Development and Culture, the Saba Heritage Center and external partners.
- **Objective and Results:** The objective is to create a framework that will form the basis for further focused discussions on specific cultural topics.

### Activity 3: Workshops on Cultural Topics

- **Nature and Scope:** Organize workshops focused on specific cultural topics, such as traditional arts, heritage preservation, contemporary expressions, and cultural education. These workshops will provide input on specific topics in the policy plan
- **Duration and Manner:** Workshops may span one or more days, depending on the topic. They will be conducted in person or virtually, with expert facilitators guiding the sessions.
- **Objective and Results:** The objective is to deepen community engagement and expertise in various cultural domains by forming a community focused on a specific cultural topic and discuss a plan of revival and growth. Results will include input for the draft policy on specific topics.

### Activity 4: Drafting the Policy Plan

- **Nature and Scope:** Develop the culture policy plan, integrating input and feedback received from stakeholders, workshops, and open days. This involves a comprehensive review of cultural priorities, goals, and strategies.
- **Duration and Manner:** Drafting the policy plan may take several months, with ongoing collaboration between the Department of Community Development and Culture, the Saba Heritage Center and external partners.
- **Objective and Results:** The objective is to create a comprehensive, community-driven culture policy plan that reflects the island's cultural aspirations and needs. The result is a draft document outlining cultural objectives, strategies, and initiatives.

### Activity 5: Public Review and Feedback

- **Nature and Scope:** Share the draft policy plan with the public for review and feedback. This involves disseminating the document through various channels, including public meetings, online platforms, and printed materials.
- **Duration and Manner:** The public review period may last for several weeks to ensure ample time for feedback collection. Public meetings (e.g. dialogue sessions) and online surveys will be used to gather input.
- **Objective and Results:** The objective is to engage the broader community in shaping the policy plan and to ensure it aligns with their aspirations. Results include a compilation of public feedback and recommendations.

### Activity 6: Policy Plan Refinement

- **Nature and Scope:** Refine the policy plan based on the feedback received during the public review. This includes revising objectives, strategies, and action plans as needed.
- **Duration and Manner:** The refinement process may take a few weeks to incorporate feedback effectively. It will involve collaboration between policy planners and stakeholders.
- **Objective and Results:** The objective is to ensure that the policy plan is responsive to the community's input and aligns with their cultural priorities. The result is an updated and improved policy plan.

### Activity 7: Policy Plan Approval and Adoption

- **Nature and Scope:** Present the finalized policy plan for approval to relevant authorities and stakeholders, including government bodies and cultural organizations.
- **Duration and Manner:** The approval process may take a few weeks to complete, involving meetings, presentations, and discussions with decision makers.
- **Objective and Results:** The objective is to gain official approval and support for the culture policy plan, making it a guiding document for cultural development on Saba.

### Activity 8: Monitoring and Evaluation

- **Nature and Scope:** Establish a monitoring and evaluation framework to track progress.
- **Duration and Manner:** This framework will be established as a last step in the process to track the progress over time in the 2026-2030.
- **Objective and Results:** The objective is to bring cultural initiatives to life and measure their impact over time through participation groups and direct observation. Results include the realization of cultural projects, and increased community awareness.

These eight activities and process steps collectively ensure that the Saba Culture Policy Plan 2023 is a well-informed, community-driven, and dynamic document that promotes and preserves Saba's cultural heritage while actively involving its residents.

5. Planning: indicate how the sub-activities/process steps are carried out over time.  
*If desired, you can also attach this as a separate attachment.*

Activity	Timeframe
Activity 1: Stakeholder Consultation Sessions	Q1 2024
Activity 2: Drafting a policy framework	Q2 2024
Activity 3: Workshops on Cultural Topics	Q3 2024

Activity 4: Drafting the Policy Plan	Q4 2024
Activity 5: Public Review and Feedback	Q1 2025
Activity 6: Policy Plan Refinement	Q2 2025
Activity 7: Policy Plan Approval and Adoption	Q3 2025
Activity 8: Monitoring and Evaluation	Q4 2025

In the Faro Implementation Agenda – Part I, the heritage field has recorded the significance of the Faro Convention for Dutch heritage care and how it intends to give substance to it. To be eligible for a financial contribution, your initiative must contribute to the implementation of the Faro Convention in the functioning of Dutch heritage care. The extent to which your initiative complies with this will be taken into account in the assessment. That is what the following five questions are about.

6. Which Faro core value(s) as included in the Faro Implementation Agenda – Part I does it meet initiative?

Participation across the board

Open attitude to other heritage views

Heritage at the heart of society

7. Describe how the initiative meets the selected Faro core value(s).

Incorporating the core values of the FARO Treaty, which are participation across the board, an open attitude to other heritage views, and placing heritage at the heart of society, into the Culture Policy Plan 2023 of Saba is essential for fostering a holistic and inclusive approach to cultural development. Here are three ways in which these values are integrated into the policy plan:

1. Community Participation Across the Board:

Objective: To ensure that cultural policymaking is inclusive and representative of the entire community.

Implementation: The Culture Policy Plan 2023 actively encourages and facilitates participation from all segments of Saba's population. This is achieved through stakeholder consultation sessions, workshops, and open days organized by the Saba Heritage Center, where community members, including local artists, educators, and community leaders, are invited to share their perspectives and ideas on cultural priorities. The plan emphasizes that cultural development is a collaborative effort that involves the engagement of everyone.

Result: Increased community ownership and participation in shaping cultural policies, fostering a sense of cultural identity and pride among Saba's residents.

2. Open Attitude to Other Heritage Views:

Objective: To promote cultural diversity and openness to various heritage perspectives.

Implementation: The Culture Policy Plan 2023 acknowledges the rich cultures present on Saba, including traditions, historical influences, and contemporary expressions. It encourages an open attitude by supporting cultural initiatives that celebrate this diversity. Additionally, the plan recognizes the importance of learning from other heritage views and sharing best practices. Collaborations with neighboring regions and international cultural organizations are encouraged to exchange ideas and experiences.

Result: A more inclusive cultural landscape that celebrates Saba's multicultural heritage and a willingness to learn from and collaborate with other cultural perspectives.

3. Placing Heritage at the Heart of Society:

Objective: To emphasize the role of culture and heritage in shaping the identity and well-being of the community.

Implementation: The Culture Policy Plan 2023 places heritage at the center of society by actively integrating cultural activities and initiatives for example oral history to the daily life of Saba's residents. This includes initiatives such as cultural education programs in schools, cultural events and festivals, and the preservation of historic sites and traditions. It also recognizes that heritage is not static but evolves over time, and the plan encourages contemporary expressions of culture.

Result: A community that values and actively engages with its cultural heritage, where cultural activities and traditions are woven into daily life, enhancing the overall quality of life on Saba.

By incorporating these core values from the FARO Treaty into the Culture Policy Plan 2023, Saba demonstrates its commitment to preserving, celebrating, and nurturing its cultural heritage while ensuring that all community members have a voice in shaping the island's cultural future. This approach not only enriches cultural life on Saba but also strengthens social cohesion and identity within the community.

8. To which theme(s) and the goals formulated by the heritage field (commitment) in the Faro Implementation Agenda – Part I Does your initiative contribute? (multiple themes are possible)

Heritage as a resource and partner in the social domain

Democratic renewal

Dynamic living environment

Valuing heritage

Polyphony

Oral History

Digital heritage

Archives

Archaeology

Caribbean Netherlands

International

Heritage awareness and education

Support heritage participation

Training

Methods and directions

Funding heritage initiatives

9. For the themes you have selected, describe how your initiative fits in with the themes in the Faro Implementation Agenda – part I defined goals and issues. For the answering this question the elaboration of the themes in the Faro Implementation Agenda – Part I.

*Since community-based heritage policy is explicitly mentioned in the theme Caribbean Netherlands, this is the main theme for our initiative.*

The Saba Culture Policy Plan for 2023 is designed to align with the themes and goals of the Faro Implementation Agenda, focusing on heritage as a resource and partner in the social domain, valuing heritage, heritage awareness, and supporting heritage participation. Here's how the plan fits into each of these themes:

1. Heritage as a Resource and Partner in the Social Domain:

Initiative: In this context, heritage is seen as a valuable resource that can contribute to the social and economic well-being of the community. It is not just a historical artifact but a living, dynamic aspect of the community's identity.

Saba Culture Policy Plan Integration: The Culture Policy Plan recognizes heritage as a vital resource. It aims to leverage heritage assets to promote cultural tourism, economic development, and community engagement. For example, historic sites and traditions can be harnessed to attract tourists and stimulate local businesses, thereby contributing to the social and economic welfare of Saba.

## 2. Valuing Heritage:

Initiative: Valuing heritage involves recognizing and appreciating the significance of cultural heritage in shaping the identity and character of a place. It emphasizes the importance of preserving and celebrating heritage for future generations.

Saba Culture Policy Plan Integration: The policy plan places a strong emphasis on valuing heritage. It acknowledges the intrinsic value of Saba's cultural heritage and aims to instill a sense of pride and appreciation among community members. This is achieved through initiatives like open days at the Saba Heritage Center, cultural education programs, and heritage preservation efforts, all of which contribute to a heightened awareness of the value of heritage.

## 3. Heritage Awareness:

Initiative: Promoting heritage awareness involves educating the community about its cultural heritage, history, and traditions. It ensures that residents have a deep understanding of their cultural roots and heritage assets.

Saba Culture Policy Plan Integration: The policy plan actively supports heritage awareness. It includes provisions for cultural education programs in schools and community outreach initiatives. The open days at the Heritage Center, workshops, and stakeholder consultation sessions all serve to increase awareness and knowledge about Saba's cultural heritage. By fostering a sense of ownership and connection, the plan aims to make heritage an integral part of people's lives.

## 4. Supporting Heritage Participation:

Initiative: Supporting heritage participation involves actively involving the community in cultural activities, policymaking, and heritage preservation efforts. It ensures that heritage is not something passive but a dynamic and participatory experience.

Saba Culture Policy Plan Integration: The policy plan is deeply committed to supporting heritage participation. It actively engages the community in the revision of the policy plan itself through stakeholder sessions and public feedback. Furthermore, it encourages community members to take part in cultural activities and initiatives, whether as artists, educators, or cultural leaders. The plan aims to empower the community to actively shape the cultural landscape of Saba, ensuring that heritage is not just preserved but also enriched through active participation.

10. Describe how the initiative can bring about structural change compared to the current functioning of heritage care. *For example, awareness of a change task, system adjustment, leap in scale, new coalitions, deepening on a theme, instrumentation of a theme with working methods or methodologies, or the Exploration of new possibilities within a theme.*

The Saba Culture Policy Plan represents a significant departure from the current functioning of heritage care by introducing a comprehensive and forward-looking approach that fosters structural change. Firstly, the plan places community participation and engagement at its core, ensuring that cultural decision-making and heritage preservation are no longer solely the purview of authorities or experts but become a collective responsibility. This shift empowers local residents to actively contribute to the identification, preservation, and promotion of heritage assets. By involving the community in policy development, workshops, and open days, the plan encourages a sense of ownership and accountability, ultimately leading to a more sustainable and culturally vibrant Saba.

Secondly, the plan promotes heritage as a dynamic and living element of Saba's society, challenging the traditional notion that heritage is static and should be preserved solely as artifacts. It recognizes that heritage can be a driving force for social and economic development. By integrating heritage into the social and economic domains, the plan seeks to bring about a structural change in how heritage is perceived and utilized. This means heritage sites and traditions can become active resources for cultural tourism, fostering economic growth while preserving cultural identity and emphasizing the

social and societal value of heritage through involving communities. In essence, the plan transforms heritage from a passive relic of the past to a dynamic force that shapes the future of Saba's community, fostering a more sustainable and culturally rich society.

When assessing your initiative, we also look at the connection of your initiative with the ambitions of others and with issues in society and the commitment of volunteers. That is what the following three questions are about.

11. Describe whether, and if so, how the initiative contributes to current (policy) developments and social issues. *These include exclusion, decolonisation and major transitions in the living environment.*

The Saba Culture Policy Plan initiative significantly contributes to current policy developments and addresses pressing social issues, particularly in the context of exclusion, decolonization, and transitions in the living environment. By involving diverse segments of the population in cultural policymaking and heritage preservation, the plan strives to ensure that historically marginalized voices and perspectives are included in decision-making processes. This approach helps counter exclusion by making cultural resources and opportunities accessible to a broader range of community members, fostering social cohesion and inclusivity.

the initiative aligns with the global trend of decolonization, acknowledging and respecting the cultural diversity and traditions of Saba. It encourages an open attitude to other heritage views, fostering mutual respect and learning. By recognizing the importance of diverse cultural perspectives and traditions, the plan supports the decolonization process, through creating awareness, multivocality, and enhancing dialogue by allowing the community to shape its cultural identity on its own terms.

Lastly, the initiative addresses major transitions in the living environment, particularly in the context of sustainable development. By positioning heritage as a resource that can drive economic and social progress, it aligns with the need for sustainable solutions in a changing world. Preservation and celebration of heritage not only provide a sense of continuity in the face of environmental and social changes but also contribute to sustainable tourism, local economic development, and community resilience.

12. Describe the project organization and division of roles and indicate whether and if so how the implementation of the initiative involves cooperation with or involvement of other stakeholders.

The successful implementation of the Saba Culture Policy Plan 2023 involves a well-structured project organization and the division of roles among key stakeholders, further investigation is needed on identifying key stakeholders of whom we can partner with to exchange experiences. Collaboration with various stakeholders is crucial to ensure that the plan is comprehensive, inclusive, and effectively executed. Here is an outline of the project organization and the roles of key stakeholders:

1. Department of Community Development and Culture (Lead Agency):

Role: The department serves as the lead agency responsible for overseeing the entire initiative. Its responsibilities include policy development, coordination, and resource allocation.

Tasks: Drafting the policy plan, organizing stakeholder sessions, workshops, and public review, and facilitating communication among stakeholders.

2. Saba Heritage Center:

Role: The Saba Heritage Center is a key partner and collaborator in the initiative.

Tasks: The Heritage Center takes a leading role in coordinating the revision of the cultural policy plan and actively engages with the community. It organizes stakeholder sessions, workshops, open days, and heritage awareness programs. Additionally, it plays a crucial role in heritage preservation and documentation.

3. Community Stakeholders:

Role: Various community stakeholders, including local artists, educators, cultural organizations, and community leaders, play an active role in shaping the cultural policy and participating in cultural activities.

Tasks: Participating in stakeholder sessions, providing input and feedback, and actively engaging in cultural initiatives.

#### 4. Ministry of OCW (Education, Culture, and Science):

Role: The ministry is a partner in the cultural agenda development, ensuring alignment with national and regional cultural objectives.

Tasks: Collaborating with the Department of Community Development and Culture to integrate Saba's cultural priorities into the broader cultural agenda.

#### 5. Local Government Authorities:

Role: Local government authorities, such as the Island Council, may play a regulatory and supportive role in implementing the policy plan.

Tasks: Approving and endorsing the policy plan, allocating local resources, and ensuring that policy objectives align with local governance priorities.

#### 6. Tourism Organizations and Private Sector:

Role: These stakeholders are critical in leveraging heritage for tourism and economic development.

Tasks: Collaborating with the plan's implementation by promoting cultural tourism, supporting local businesses, and participating in heritage-related initiatives.

#### 7. Non-Governmental Organizations (NGOs) and Cultural Institutions:

Role: NGOs and cultural institutions may contribute expertise, resources, and support for specific cultural initiatives.

Collaboration and involvement of these stakeholders are essential for the successful implementation of the initiative, ensuring that the policy plan is well-rounded, inclusive, and representative of the community's needs and objectives. This collaborative approach helps maximize the impact of cultural development on Saba and promotes a sense of shared ownership among all involved partisan to enter text.

#### 13. Describe to what extent and in what way volunteers are used for the implementation of the initiative.

Volunteers are extensively utilized in the implementation of the Saba Culture Policy Plan 2023, playing a pivotal role in various aspects of heritage preservation and cultural enrichment. They actively contribute their time, expertise, and enthusiasm to support heritage restoration, educational programs, cultural events, and community engagement. Volunteers assist in conducting cultural workshops, organizing festivals, and facilitating public review sessions, making these initiatives more vibrant and community driven. Their involvement also extends to research, marketing, translation, and leadership roles within cultural organizations, effectively multiplying the initiative's impact while fostering a sense of community ownership and pride in Saba's rich cultural heritage.

## Plan for knowledge development and knowledge sharing and the intended target group(s)

14. The results, insights and experiences resulting from your initiative should be beneficial come to the whole heritage field. The way in which you give substance to this is considered in the assessment.

Describe how you actively share the results, experiences, and findings of your initiative with the Faro-network and other relevant target groups. Develop a plan for knowledge development and sharing, including the intended target group(s) and describe how the results of the initiative are shared. *Also consider the type of means of communication, frequency etc.* You can include the costs for this in your budget.

**Social Media:** Use social media platforms to share real-time updates, images, and highlights from cultural events, workshops, and heritage preservation efforts. Engage with the online community by encouraging discussions and sharing stories related to the initiative.

**Newsletters:** Create and distribute newsletters to a mailing list of relevant stakeholders, including members of the Faro-network. These newsletters can include summaries of recent activities, upcoming events, and key findings or research outcomes.

**Collaboration with Faro-Network:** Actively engage with the Faro-network by becoming a member and participating in their events, webinars, and knowledge-sharing platforms. Collaborate with other members to exchange experiences and best practices related to cultural heritage initiatives.

**Open Access Resources:** Share relevant resources, such as educational materials, research findings, and best practices, in open-access formats. This allows a broader audience, including international stakeholders, to benefit from the initiative's knowledge and experiences.

**Engage with Local Communities:** Ensure that the results and findings of the initiative are communicated effectively within the local community. Community members should be informed about the impact of the initiative and how it contributes to preserving and enriching their cultural heritage.

**Feedback and Evaluation:** Encourage feedback from target groups and stakeholders to continually refine and improve the initiative. Use feedback mechanisms to gather insights and make necessary adjustments to the approach.

## Budget

15. The financial contribution requested shall be proportionate to the expected impact of the initiative. In addition to a project plan, you must also add a budget (separate annex). Describe below how you can explore the possibilities of co-financing (own contribution and contributions third parties) and what the outcome is.

The Public Entity Saba contributes by employing a Policy Advisor.

Outcomes and Responsibilities:

The Policy Advisor will play a pivotal role in the implementation, monitoring, and updating of the Culture Policy Plan over the upcoming three years.

Implementation and Monitoring: The Policy Advisor will work closely with the Department of Community Development and Culture, the Saba Heritage Center, and other stakeholders to implement the plan's objectives, coordinate activities, and ensure that cultural initiatives align with the policy's vision.

Regular Reporting: Establish a reporting mechanism to keep the public entity Saba informed of progress, challenges, and outcomes. Regular reports can include updates on cultural events, community engagement, heritage preservation efforts, and financial expenditures.

Policy Updates: The Policy Advisor will be responsible for reviewing and updating the Culture Policy Plan as needed to reflect the evolving needs and aspirations of the community. This ensures that the policy remains relevant and continues to serve the community effectively.

Completed by: [REDACTED]  
Date: September 20, 2023