



HAUT-COMMISSARIAT AUX DROITS DE L'HOMME • OFFICE OF THE HIGH COMMISSIONER FOR HUMAN RIGHTS
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The Office of the United Nations High Commissioner for Human Rights presents its compliments to the Permanent Missions of the Least Developed Countries and Small Island Developing States in Geneva and New York, and has the honour to inform them that:

- the deadline for the 2019 Fellowship Programme is **1 June 2019**, and
- the deadlines for applications to participate in the fortieth session (25 February–22 March 2019), forty-first session (24 June–12 July 2019) and forty-second session (9–27 September 2019) of the Human Rights Council are the following:

1 January 2019 (for the 40th session),

1 April 2019 (for the 41st session),

1 July 2019 (for the 42nd session).

The LDCs/SIDS Trust Fund was established pursuant to HRC resolution 19/26 adopted on 23 March 2012 (copy attached). On 24 March 2017, the Human Rights Council adopted resolution 34/40 (copy attached) entitled “Promoting the Voluntary Technical Assistance Trust Fund to Support the Participation of Least Developed Countries and Small Island Developing States in the Work of the Human Rights Council”.

Since its operationalization in 2014, the Trust Fund has assisted 110 delegates (including 65 women) coming from 69 LDCs/SIDS (33 from Africa, 22 from Asia and the Pacific, 14 from the Caribbean and Latin America) to participate in a regular session of the Human Rights Council.

Additional information on the Trust Fund can be found on the following website: www.ohchr.org/sidsldc.

In accordance with the mandate of the Trust Fund, the LDCs and SIDS are invited to designate one Government official, at expert level, who has been working in the field of human rights for at least one year either in the capital or their Permanent Mission in New York.

Priority will be given to the LDCs and SIDS that:

- **have not yet benefited from the Trust Fund, namely: Comoros, Eritrea and Somalia;**
- **do not have a permanent representation in Geneva;**

and to the SIDS that are serving as a member of the Human Rights Council in 2019.

Priority will also be given to LDCs/SIDS that have never benefited from the Trust Fund.

IMPORTANT NOTICE

Interested LDCs/SIDS delegations cannot apply for more than one opportunity offered by the Trust Fund in 2019, i.e. either for the Fellowship Programme or for no more than one session of the Human Rights Council.

Applications from women are strongly encouraged.

1. Funding opportunity to participate in the Human Rights Council (40th, 41st and 42nd sessions)

The designated Government official will be required to attend the full programme. A mandatory Induction Programme will be organized by the Human Rights Council Branch prior to the 40th, 41st and the 42nd sessions of the Human Rights Council (dates of the mandatory Induction Programme for each session to be communicated at a later stage).

Based on applicable United Nations rules and regulations, the Trust Fund covers one round-trip ticket in economy class per regular session for each Government official and daily subsistence allowance for the duration of the mission in Geneva (not exceeding the duration of the regular session). It does not cover costs for health insurance or other expenses, including personal expenses, during the government official's stay in Geneva.

Please note that the Human Rights Council Branch is not responsible for finding accommodation/lodging for the designated Government official. Each Government official is responsible to secure her/his own temporary accommodation in Geneva and covering it with the Daily subsistence allowance applicable during her/his stay.

How to apply

In order to initiate the process and enable the Secretariat to make travel arrangements, a request for funding along with the following documents must be sent to the Secretariat by e-mail (sidslcdc@ohchr.org and registry@ohchr.org) no later than **1 January 2019 (for the 40th session), 1 April 2019 (for the 41st session) and 1 July 2019 (for the 42nd session)**.

For the participation in the **40th, 41st and 42nd sessions**, the following four documents are required:

1. A note verbale from the Ministry of Foreign Affairs or any other appropriate Ministry endorsing the designation of the Government official (a sample is attached). A copy of this note verbale must be sent to the Permanent Mission of his/her country in Geneva, if any. The Secretariat would greatly appreciate it if in the Note verbale, in addition to the contact details of the Government delegate (email, office and mobile telephone numbers), it would be indicated whether or not the Government official requires a visa to enter Switzerland.
2. At the time of the application, the designated Government official must hold a passport valid at least six months following his/her return to his/her country of origin or to New York. A scanned copy of the passport of the designated Government official must be attached to the application package.

3. A curriculum vitae (word version, **no pdf or scanned image please**) of the designated Government official in English or French;
4. The candidate's certificate of completion of the mandatory e-Learning course
(<http://www.ohchr.org/EN/HRBodies/HRC/TrustFund/Pages/Tool.aspx>)

The attention of applicants is drawn to the fact that while interpretation is always provided in the HRC proceedings, negotiation of draft resolutions or the holding of side-events and the induction course organized by the Trust Fund are conducted without interpretation and normally in English only.

Only fully completed applications that are submitted prior to the deadline will be considered.

For additional information, kindly contact Ms. Fatou Camara Houel, Coordinator of the LDCs/SIDS Trust Fund (e-mail: fhouel@ohchr.org).

2. Fellowship Programme

Since its operationalization in 2014, a total of fifteen (15) LDCs/SIDS government officials have participated in the Fellowship Programme.

In 2019, the Trust Fund will grant **a maximum of eight (8) Fellowships worldwide.**

The designated Government official will be required to attend the full Fellowship Programme which is expected to run for a maximum of 11 weeks from September to November 2019. Tentative dates: 2 September – 22 November 2019 (Precise dates will be determined at a later stage.)

Scope of the financial coverage

The Trust Fund financially supports the selected Fellow in the **form of a monthly stipend for the duration of the Fellowship Programme (maximum of 11 weeks, https://www.un.org/development/desa/fellowship/wp-content/uploads/sites/57/2018/03/local_dsa_rates_201803.pdf)** and covers the cost of a **round-trip ticket in economy class** (based on applicable UN rules on travel).

The Trust Fund does not cover costs for health insurance or other expenses, including personal expenses, during the Fellow's stay in Geneva.

The Fellow is responsible for obtaining any necessary visa and health insurance. She/he is also responsible for arranging her/his own accommodation in Geneva and covering related expenses from the monthly stipend. The Secretariat of the Fund will not be able to assist in securing an accommodation in Geneva.

Eligibility and Qualifications

As a rule, **only a government official/civil servant** from an LDC/SIDS who is based in her/his home country is eligible to apply. At the time of application, the candidate must have:

- An advanced university degree in law, political science, international relations or a related discipline. Significant relevant experience may be considered in lieu of an advanced university degree.
- A minimum of two years' experience in the government of her/his home country in the field of human rights. Experience in intergovernmental processes is an advantage.
- Fluency in English or French. **The attention of candidates is drawn to the fact that while interpretation is always provided in the formal meetings of the Human Rights Council, informal meetings and informal consultations on draft resolutions are conducted without interpretation and normally in English only.**

The candidate must also be committed to sharing the knowledge and experience gained during the Fellowship with their colleagues in the government.

Only successful applicants will be informed of the final decision by **mid-July 2019**.

How to apply

Interested and qualified candidates must submit applications through their permanent missions to the United Nations Office at Geneva (when applicable), together with the following documents:

1. Complete [application form](http://www.ohchr.org/EN/HRBodies/HRC/TrustFund/Pages/Apply.aspx) (that can be found online) at: <http://www.ohchr.org/EN/HRBodies/HRC/TrustFund/Pages/Apply.aspx>
2. A detailed curriculum vitae in English or French (pdf and word formats);
3. A personal letter of motivation explaining concrete follow-up actions that will be undertaken upon return to the capital (two pages maximum);
4. An official letter or Note Verbale endorsing the candidature of a government official (copy attached).
5. The theme of the research paper (maximum 20 pages), that the delegate will undertake during the Fellowship programme (for example, please refer to the following): <http://www.ohchr.org/EN/HRBodies/HRC/TrustFund/Pages/BeneficiariesFellowship.aspx>
6. A scanned copy of the passport of the candidate. The passport must be **valid for at least six months after their return to their home country**.
7. Certificate of completion of the [e-Learning course](http://www.ohchr.org/EN/HRBodies/HRC/TrustFund/Pages/Tool.aspx) of LDCs/SIDS Trust Fund Secretariat. Link to the mandatory e-learning course <http://www.ohchr.org/EN/HRBodies/HRC/TrustFund/Pages/Tool.aspx>.
8. Indicate whether or not the candidate needs a Schengen visa.
9. Passport size picture of the candidate in 'jpg' format.

Important notice: Only fully completed applications (9 documents listed above) sent in one email message that are submitted prior to 1 June 2019 will be

considered by the Secretariat of the Trust Fund. Applications should be sent to: sidsldc@ohchr.org and registry@ohchr.org with the following reference in the subject line of the email message: LDCs/SIDS Fellowship Programme 2019: (name of your country), (name of the delegate).

The Office of the High Commissioner for Human Rights avails itself of this opportunity to renew to the Permanent Missions of the Least Developed Countries and Small Island Developing States in Geneva and New York the assurances of its highest consideration.

Geneva, 15 October 2018

Attachments:

- HRC Resolutions 19/26 and 34/40
- A sample of note verbale endorsing the designation of the Government official

cc:

- Current Chair of the Pacific Small Islands Developing States (PSIDS) and Permanent Mission of the Republic of Nauru to the United Nations in New York and (psids.ny@gmail.com)
- Office of the Permanent Observer Mission of the Caribbean Community (CARICOM) to the United Nations in New York (cari.per.obs.un@gmail.com)
- Office of the Permanent Observer of the African Union to the United Nations in New York
- Office of the Permanent Observer of the African Union to the United Nations Office at Geneva