

Acuerdos Bilaterales

Clasificación: 16-2008

Fecha de Ingreso: 5 de febrero de 2008

Nombre de Acuerdo: Delegation of Authority Cooperation Agreement between the General Secretariat of the Organization of American States, through the Department for Human Development and LASPAU: Academic & Professional programs for the Americas, Inc for the OAS Academic Studies Scholarship program

Materia:

Partes: SG/OEA & LASPAU: Programas Profesionales y Académicos para las Américas

Referencia: PPAA

Fecha de Firma: 30 de abril de 2007

Fecha de Inicio:

Fecha de Terminación:

Lugar de Firma:

Unidad Encargada:

Persona Encargada:

Original:

Claves:

Cierre del proceso:



Organización de los Estados Americanos
Organização dos Estados Americanos
Organisation des États américains
Organization of American States

Department of Human Development

OAS/DHD-CAR.011/07

Dear Mr. Strong,

Please find attached the Cooperation agreement between the OAS and LASPAU, as well as the Delegation of Authority from Mr. Frank Almaguer, Assistant Secretary General for Administration and Finances of the OAS to the Director of the Department of Human Development, Mrs. Maria Levens.

We thank you for the support we have received from your organization and look forward to working with you in the near future.

Yours sincerely,

Mrs. Nelly Gochicoa

Senior Specialist

Department of Human Development

CC. Lou Ferrand



Organización de los Estados Americanos
Organização dos Estados Americanos
Organisation des Etats Américains
Organization of American States

EXECUTIVE ORDER No. 05-06 REV. 1

ANNEX III

DELEGATION OF AUTHORITY

COOPERATION AGREEMENT

AGREEMENT

BETWEEN

THE GENERAL SECRETARIAT OF THE ORGANIZATION OF AMERICAN STATES, THROUGH
THE DEPARTMENT FOR HUMAN DEVELOPMENT

And

LASPAU: ACADEMIC & PROFESSIONAL PROGRAMS FOR THE AMERICAS, INC.

For

THE OAS ACADEMIC STUDIES SCHOLARSHIP PROGRAM

I, Frank Almaguer, Assistant Secretary for Administration and Finances of the Organization of American States ("OAS"), hereby authorize Mrs. Marie Levens, Director of the Department of Human Development, to sign the above-referenced Agreement on behalf of the General Secretariat of the OAS.

This delegation of authority expires on the 30th day of April of 2007.

A handwritten signature in black ink, appearing to read "Frank Almaguer", written over a horizontal line.

Frank Almaguer
Executive Secretary for Administration and Finances

Place: Washington D.C.

Date: April 20, 2007



Academic and Professional
Programs for the Americas

Affiliated with Harvard University

April 30, 2007

Ms. Nelly Gochicoa
Organization of American States
1889 F. Street
Washington, DC 20006

Dear Nelly:

Enclosed, please find three signed copies of the agreement between LASPAU and the Organization of American States. We would like to thank you for all your efforts to shepherd this document through the process. We look forward to working together to contribute to the success of the Program.

Best regards,

Ned D. Strong
Executive Director

25 Mount Auburn Street
Cambridge, MA 02138-6095
U.S.A.

phone: 617-495-0555
fax: 617-495-8990
ned_strong@harvard.edu

<http://www.laspau.harvard.edu>

Cc: Craig Hastings

**AGREEMENT
BETWEEN
THE GENERAL SECRETARIAT OF THE ORGANIZATION OF AMERICAN STATES,
THROUGH THE DEPARTMENT FOR HUMAN DEVELOPMENT
And
LASPAU: ACADEMIC & PROFESSIONAL PROGRAMS FOR THE AMERICAS, INC.
For
THE OAS ACADEMIC STUDIES SCHOLARSHIP PROGRAM**

The Parties to this Agreement, the General Secretariat of the Organization of American States (hereinafter referred to as the "General Secretariat" or "GS/OAS"), through the Department for Human Development (hereinafter referred to as "DHD") and LASPAU: Academic & Professional Programs for the Americas, Inc. (hereinafter referred to as "LASPAU");

Recognizing that the Heads of State and Government of the Americas, meeting in the 1998 Summit in Santiago, Chile undertook to accelerate development in the region by expanding and strengthening learning opportunities;

Taking into account that GS/OAS through the Department of Human Development (hereinafter referred to as "DHD") annually awards hundreds of scholarships for graduate studies and research, as well as scholarships for undergraduate study, and that the number of those awards can be multiplied through arrangements for cost sharing, joint scholarships, and tuition reimbursement with colleges and universities that elect to participate in the Program;

Recognizing that GS/OAS and LASPAU share a common interest in selecting and supporting outstanding individuals from the Americas for study and training at colleges and universities of excellence in the Americas; and

Considering that funding from the GS/OAS under this Agreement, when complemented by LASPAU's ability to identify tuition support from colleges and universities in the OAS Member States, guarantees the expansion of current efforts to address development needs in the region through educational exchanges;

Agree to the following terms and conditions:

**ARTICLE I
OBJECTIVE AND GENERAL OVERVIEW**

1.1. The objective of this Agreement is to establish the terms and conditions for the provision of services relating to the administration of the OAS Academic Studies Scholarship Program (hereinafter referred to as the "Program"), and the leveraging of resources and expansion of scholarship opportunities available under the Program from May 1, 2007 through April 30, 2008.

1.2. Activities under this Agreement shall be restricted to educational scholarships awarded by GS/OAS under the OAS Undergraduate Scholarship Program and the OAS Graduate Scholarship Program.

1.3. LASPAU shall be responsible for continuing the administration of the "Pre-Agreement, Active OAS Scholars" and the selected candidates identified by the GS/OAS during 2007. For purposes of this Agreement, the term "Pre-Agreement Active OAS Scholars" is defined in Paragraph 2.15 below.

ARTICLE II DEFINITION OF TERMS

2.1. For the purposes of this Agreement, the following definitions are used.

2.1.1. **The Program:** refers to the programs of scholarships administered by the DHD to provide opportunities for higher education and professional development in priority areas of study (as defined by the Strategic Plan for Partnership for Integral Development (AG/RES. 2201 (XXXVI-O/06) and doctoral research to qualified citizens of OAS Member States. These scholarships may be fully or partially funded by the GS/OAS and/or co-sponsored by other funding agencies, scholarship organizations, or host universities through tuition awards. Among these scholarships and fellowships are the following:

2.1.1.1. **OAS Academic Studies Scholarship Program** provides scholarships for undergraduate and graduate studies or doctoral research at colleges and universities participating in the Program for a maximum of two (2) academic years. The OAS Academic Studies Scholarship Program also includes scholarships that are co-sponsored by other funding organizations and scholarship agencies.

2.1.1.2. **The OAS Undergraduate Scholarship Program** provides scholarships for completion of the last two years of a Bachelor's Degree or professional development program at an equivalent level, at colleges and universities in OAS Member States in accordance with the mandates of the OAS General Assembly.

2.1.1.3. **The OAS Graduate Scholarship Program** provides scholarships for graduate studies or doctoral research at colleges and universities in OAS Member States for a maximum of two (2) academic years.

2.1.1.4. **College:** Refers to an academic institution that awards an academic degree to its graduates which is equivalent to the academic degree awarded to graduates of a university.

2.2. **Placement Mechanisms:** The OAS Academic Studies Scholarship Program uses two types of placement mechanisms to place students in an academic institution:

2.2.1. **OAS Self-Placed Scholarships:** refers to an OAS Academic Studies or Technical Studies Scholarship where the applicant: (i) applies directly for admission to a college, university, or other educational institution of his/her choice; and (ii) applies separately for an OAS scholarship.

2.2.2. **OAS Placed Scholarships:** refers to an Academic or Technical Studies Scholarship where the OAS General Secretariat (and/or its agent) seeks admission of the OAS scholarship awardee at a college, university, or other educational institution within the OAS Consortium of Universities, or at an institution where its agent is able to secure tuition assistance.

2.3. **Scholarship:** Refers to an award in the form of a grant by the GS/OAS for an individual for the purposes of furthering the individual's education at a college or university located in an OAS Member

State. This grant may take the form of a waiver of school tuition or fees. It is awarded based on selection criteria established by the General Secretariat.

2.4. **OAS Scholar**: refers to an individual who is a recipient of an OAS Academic Scholarship.

2.5. **ONE or National Liaison Agency** is the official channel determined by each OAS Member State government for the processing of OAS Scholarship applications from applicants who are sponsored by a Member State.

2.6. **Host institution or place of study**: refers to the colleges, universities, academic and educational institutions or research facilities at which OAS Scholars will undertake studies or conduct research under the provisions of the Program.

2.7. **Self-Placed**: refers to a scholarship applicant who personally and directly applies for admission to the place of study of his/her choice.

2.8. **OAS-Placed**: refers to a scholarship applicant for whom LASPAU on behalf of the GS/OAS, seeks admission to the place of study.

2.9. **Selected Candidate**: refers to an OAS scholarship candidate who has been selected as eligible to be awarded an OAS scholarship in accordance with the General Secretariat's Manual of Procedures for the Scholarship and Training Programs of the Organization of American States.

2.10. **OAS Scholarship Awardee**: a Selected Candidate who has been awarded an OAS Scholarship.

2.11. **OAS Scholarship Recipient**: an OAS Scholarship Awardee who has accepted an OAS scholarship;

2.12. **Scholarship contract**: An agreement prepared by GS/OAS which is signed by each OAS scholarship recipient. This contract outlines the terms, conditions, and limitations of the scholarship provided.

2.13. **Academic and Technical Studies Scholarship Selection Committee (ATSSSC)**: the Committee which reviews and evaluates the OAS Scholarship applications of the pre-selected candidates presented by the National Commissions. The ATS makes recommendations for OAS Scholarship awards to the OAS Secretary General.

2.14. **OAS Consortium of Universities**: refers to a group of participating institutions with which the GS/OAS has signed cooperation agreements that are related to OAS scholarship activities.

2.15. **Pre-Agreement Active OAS Scholars**: are OAS Scholarship Recipients who, as of the effective date of this Agreement: (i) are enrolled in a program, pursuant to which they are receiving scholarship benefits from the GS/OAS; and (ii) whose OAS scholarship is being administered by LASPAU.

ARTICLE III APPLICANT SELECTION (**SELF-PLACED SCHOLARSHIPS**)

3.1. Interested candidates for an OAS Academic Scholarship must satisfy all of the eligibility

requirements established by the DHD.

3.2. The DHD is responsible for preparing and publishing the scholarship announcements, preparing the scholarship application materials, and for receiving applications.

3.2.1. LASPAU shall maintain links in LASPAU'S website to OAS program information and application materials.

3.3. At the request of the DHD, LASPAU shall assist in the preparation of materials and electronic records and provide technical support and advice to the OAS Academic and Technical Scholarship Selection Committee (hereinafter referred to as the "ATSSSC"). LASPAU shall provide files with the electronic records of each applicant to DHD as well as the rosters and notebooks for the ATSSSC.

3.4. After the selection process is completed, DHD will provide LASPAU with the roster of scholarship awardees.

3.5. LASPAU shall maintain current electronic information on the academic progress and financial status of each OAS Scholarship Awardee administered by LASPAU. Updated electronic information on each awardee shall be delivered quarterly to DHD.

ARTICLE IV

APPLICANT SELECTION AND PLACEMENT (OAS-PLACED SCHOLARSHIPS)

4.1. Individuals who apply for and wish to be awarded an OAS Placed Scholarship must satisfy all of the eligibility requirements established by the DHD for placement as established by DHD and published in the OAS Academic Scholarship Announcement.

4.2. The DHD shall be responsible for preparing and publishing the OAS Scholarship Announcements, preparing the application materials, and for receiving applications.

4.2.1. LASPAU shall maintain links in LASPAU'S website to OAS program information and application materials.

4.3. At the request of the DHD, LASPAU shall provide administrative support in the preparation of materials and electronic records and provide technical support and advice to the ATSSSC. LASPAU shall provide files with the electronic records of each applicant to DHD as well as the rosters and notebooks for the ATSSSC.

4.4. After the selection process is completed, DHD will provide LASPAU with copies of the applications of each OAS Scholarship awardees and a file with electronic records for each awardee. If necessary, DHD may request LASPAU to create the electronic records of applicants to be used by DHD, and LASPAU will promptly create those records.

4.5. LASPAU shall maintain current electronic information on the academic progress and financial status of each OAS scholar administered by LASPAU. Updated electronic information shall be delivered quarterly to DHD.

4.6. LASPAU shall assist in the deliberations of the GS/OAS ATSSSC by providing information and/or clarifications related to the qualifications, viability of placement for the candidate, and the likelihood of qualifying for a tuition scholarship of candidates and on other issues that the Committee may deem necessary.

4.7. Upon completion of the selection of OAS Scholarship awardees by the OAS ATSSSC, DHD will inform Permanent Missions to the OAS, National Liaison Agencies ("ONEs"), and GS/OAS Offices in the OAS Member States of the name and nationality of each awardee, and DHD will also publish this information on the OAS internet website. DHD will maintain a list of alternate candidates who will be notified if selected awardees do not accept their OAS Scholarship award. These alternates will also be included on the OAS website following their acceptance of their scholarship award.

4.7.1. DHD is responsible for informing each applicant of the selection results, and it will copy LASPAU on these communications if the grantee scholarship is to be administered by LASPAU.

4.7.2. DHD will provide LASPAU with the names of the selected OAS Scholarship awardees whose scholarships will be administered by LASPAU.

4.7.3. DHD will provide LASPAU with the names of the selected OAS Scholarship awardees that will be placed by LASPAU.

4.8. LASPAU shall endeavor to place the OAS Scholarship awardees listed in paragraph 4.7.3 at colleges and universities participating in the OAS Academic Studies Scholarship Program or in one of the universities in LASPAU's network of universities, taking into consideration the educational goals and academic qualifications of the candidate.

4.8.1. LASPAU shall provide the DHD with a quarterly progress report on the placement of OAS Scholars starting three months from the date of LASPAU'S receipt from GS/OAS of the OAS Scholarship awardee list. LASPAU's reports shall include the names of the universities where placement for each Scholar is being negotiated by LASPAU, the admission status, the estimated tuition cost and estimated start date of the academic program.

4.9. LASPAU is authorized on behalf of the GS/OAS to negotiate tuition scholarships or other forms of assistance from the host institution as part of the placement process of OAS Scholarship awardees whose placement is handled by LASPAU. LASPAU shall report quarterly the results of this activity to the GS/OAS. In addition, LASPAU shall provide the DHD twice a year with preliminary reports due at the end of June and on the 15th of December, and final reports at the end of July (for August/September starts) and at the end of January (for January/March starts), respectively, with a final list of placed OAS Scholarship awardees, the academic institution in which each of them is enrolled, and any financial arrangements for the payment of tuition and fees.

4.11 Whenever an OAS awardee is accepted in more than one institution, LASPAU shall inform DHD, and DHD will make a decision about final placement.

4.10. During the duration of this Agreement, LASPAU will work with the GS/OAS in the selection and placement process of the OAS scholars in the Graduate Scholarship Program, and LASPAU shall manage the graduate and undergraduate OAS scholars assigned by DHD on behalf of the GS/OAS in accordance with the services described in Article V of this Agreement.

ARTICLE V ADMINISTRATION OF OAS ACADEMIC SCHOLARSHIPS

5.1. **Administration of the OAS Academic Scholarships:** LASPAU shall be responsible for the

administration of the scholarships assigned by the DHD in the 2007 OAS Academic Scholarship period under the terms of this Agreement and in compliance with the Manual of Procedures for the Scholarship and Training Programs of the Organization of American States. LASPAU shall be responsible for continuing the administration of those awardees who are Pre-Agreement Active OAS Scholars at the time of the effective date of this Agreement, and LASPAU shall be responsible for the administration of the OAS Scholarship awardees selected by the GS/OAS during 2007.

5.2. The DHD will provide LASPAU with a contract signed by each new OAS Scholarship awardee ("Scholarship Contract") whose scholarship is to be administered by LASPAU. This contract will outline the terms, conditions and limitations for the award of the awardee's OAS Academic Scholarship and the obligations of the OAS Scholar under that contract.

5.2.2. LASPAU shall provide DHD with a list of host institutions and points of contact where LASPAU places 2007 OAS scholars. GS/OAS will inform the host institutions or places of study and all other relevant parties of the award and of the benefits and conditions of the OAS Academic Scholarship and that LASPAU is the OAS official Third Party Administrator for that portion of the OAS Scholarship Program administered by LASPAU.

5.2.3 LASPAU shall make sure that the total cost of any individual scholarship does not exceed the cap authorized by the GS/OAS.

5.3. LASPAU shall ensure that all communications with students, all information provided and published on LASPAU's web site with regard to the Program clearly identify the Program as the OAS Academic Scholarship Program, and which indicates that LASPAU is GS/OAS' agent for that portion of the OAS Scholarship Program administered by LASPAU.

5.4. Immigration: LASPAU shall issue DS-2019 forms (certificate of eligibility for J-1 exchange visitor visa status) to all OAS Scholars administered by LASPAU who are studying in the United States and for the dependents of the OAS Scholars, if necessary and upon proof of adequate funding and insurance coverage provided by the grantee to LASPAU. LASPAU will continue to assist the GS/OAS Office in Mexico by providing information on grantees who will begin their studies in Mexico so that Office can assist the grantees in securing the proper visa.

5.5. Travel arrangements: Travel arrangements for the OAS scholar will be made by the GS/OAS, and the GS/OAS will be responsible for paying for the cost of such travel if this benefit is included in the OAS Scholar's Grant.

5.6. Health insurance: LASPAU shall arrange for health insurance for each OAS Scholar whose scholarship is administered by LASPAU, and LASPAU will make the required periodic insurance premium payments on behalf of the GS/OAS.

5.7. Orientation: LASPAU shall provide OAS Scholars with an on-line OAS Grantee Guide, which includes information pertinent to the study abroad and the terms and conditions of the OAS Academic Scholarship.

5.8. Advising and monitoring: LASPAU shall routinely monitor the academic progress and status of each OAS Scholar whose scholarship is administered by LASPAU, and LASPAU shall provide each of them with necessary information, advice and support to ensure the well-being of the OAS Scholars. LASPAU shall refer to the terms and conditions of the OAS Scholarship Contract when resolving academic, financial or procedural issues. LASPAU shall notify DHD immediately of

any perceived or actual violation by a OAS scholar of any of the terms and conditions of the student's OAS Scholarship contract or of the student's failure to comply with any of the applicable provisions of the OAS Academic Scholarship Manual of Procedures for the Scholarship and Training Programs of the Organization of American States.

5.9. Academic reports: LASPAU shall keep records on the academic progress of each OAS Scholar whose scholarship is administered by LASPAU, and LASPAU shall present twice-yearly reports to DHD. In addition, for each such OAS Scholar, LASPAU shall prepare the OAS Scholar's Grade Point Average ("GPA") based on the information reported by the OAS Scholar and verified by his or her academic advisor at the end of each semester and on each OAS Scholar's overall academic performance, including comments from the OAS Scholar's academic advisors. These reports shall be submitted to the DHD by the end of February (for the previous July-December period) and by the end of August (for the previous January-June period of each year under this Agreement. At the end of each academic year, LASPAU shall request official transcripts for each OAS Scholar whose scholarship is administered by LASPAU, and LASPAU promptly shall provide these official transcripts to DHD..

5.10. Second year award recommendation: LASPAU shall make recommendations to the DHD based on the OAS Scholar's progress and academic standing, as to whether funding for a second year should be made available for that OAS Scholar. The final decision on whether to fund a second year of study will be made by DHD in compliance with the Manual of Procedures of the Program for the Scholarship and Training Programs of the Organization of American States.

5.10.1. LASPAU shall provide GS/OAS with a semi-annual report (due in August and February of each year that this Agreement is in effect,) that shows the number and names of OAS scholars, by educational institution whose contracts are due for a second year renewal during the course of the following six months (September-February and March-August). Provided, however, that in any year in which this Agreement is not renewed, LASPAU shall provide GS/OAS with LASPAU's final report under this Agreement by no later than 30 days prior to the expiration of this Agreement.

5.10.2. LASPAU shall provide a list of OAS scholars recommended for second year activation. The DHD shall provide LASPAU with the names of the OAS Scholars for whom the second year funding is approved. LASPAU will inform the grantees of this approval on behalf of the GS/OAS.

5.11. Extension of stay in the host country or in another country: All matters relating to requests for extension of OAS Academic Scholarships beyond the Scholarship Contract period, or extension of stay in the host or another country, and matters relating to the suspension or termination the OAS Academic Scholarship, shall be referred by LASPAU to the DHD for decision.. LASPAU will maintain guidelines for extensions in the OAS on-line grantee guide. DHD will notify LASPAU of changes in its extension policies so that the information can be updated.

5.12. Financial management: LASPAU shall provide the following financial services:

a) payments to host institutions and other places of study for tuition, fees, health insurance, and other allowed expenses on behalf of OAS Scholars; and

b) payments directly to the OAS Scholar for subsistence (monthly living stipend for room and board), and books.

5.13. LASPAU shall not approve any funds for tuition, placement and/or placement-related costs outside the scope of that approved by the DHD, without specific authorization in writing, in advance, from the DHD. The GS/OAS has no obligation to reimburse LASPAU for any such payments which have not been authorized in writing by DHD. LASPAU shall not approve any funds for tuition, placement and/or placement-related costs outside the scope of that approved by the DHD, without specific authorization in writing, in advance, from the Director of the DHD or her duly authorized representative. Approved costs include application fees and tuition deposits necessary to guarantee admission. The GS/OAS has no obligation to reimburse LASPAU for any additional payments which have not been authorized in writing by DHD.

5.13.1. LASPAU shall make available to GS/OAS through DHD true copies of all invoices and payments made by LASPAU to colleges and universities and/or insurance companies DHD may request copies of any invoice paid by LASPAU to a third party vendor that DHD might deem necessary, and LASPAU shall promptly provide the requested copies to DHD. LASPAU will maintain detailed records of all transactions and shall have these records audited by an independent auditor on an annual basis.

5.13.2. LASPAU shall invoice GS/OAS according to the format described in Attachment No 1, hereto (a sample output is included in Attachment 1a). In the event that GS/OAS decides to modify this format, it will notify LASPAU in advance in writing, and LASPAU shall promptly provide its invoices in the new format.

5.14. **Financial Reporting:** LASPAU shall provide the following quarterly Financial reports to be delivered electronically to the DHD and to GS/OAS' Department of Budgetary and Financial Services (hereinafter sometimes referred to as "DBFS") no later than 30 days after the end of each quarter:

- a) an individual financial record for each OAS Scholar setting out each item of expense;
- b) quarterly financial reports outlining funds received, funds expended, and balances held or funds due; and
- c) an individual budget summary so that DHD may review any changes in projected expenses for OAS Scholars.

5.14.1 LASPAU shall also provide DHD and DBFS with monthly reports reflecting any changes in the scholar status that might affect the projected cost of the scholarship such as: changes on projected date of graduation, extension of stay in the host country, completion of the program, and failure to complete the program; etc.

ends: 5.15. **OAS Academic Scholarship termination and return:** When each OAS Scholar's scholarship

5.15.1 LASPAU shall provide to the DHD in the regular twice-yearly report (end of February and end of August) for that OAS Scholar a final academic report for the OAS Scholar including comments from the OAS Scholar's academic advisor. This report shall include the information requested in Attachment No 2.

5.15.2 LASPAU shall make all final payments of the student's scholarship benefits (Tuition, insurance and subsistence allowance); and

5.15.3 Upon LASPAU's verification from the academic advisor or other host institution official that the grantee is in good academic standing, the DHD will arrange for the individual's return to his/her home country as provided in the OAS Scholarship Contract.

5.16. Database of the OAS Scholars: If requested by GS/OAS and based on the schedule of fees described in Attachment No 3, LASPAU shall provide the DHD with secure read-only access to the OAS Scholar placement and academic data in LASPAU's database. GS/OAS staff shall have access to monitor progress of each OAS scholar's placement and academic status and to run queries and reports on his/her placement and academic progress and other related academic and personal information.

5.16.1. If requested by GS/OAS and based on the schedule of fees described in Attachment No 3, LASPAU shall provide training and access to GS/OAS designated DHD and other GS/OAS staff in LASPAU's database.

ARTICLE VI FINANCIAL OBLIGATIONS

6.1. The GS/OAS is responsible for providing all OAS Academic Scholarship benefits set out in the Scholarship Contract. These benefits, where applicable, include: round trip airfare, tuition and fees, subsistence allowance, book allowance, and health insurance. The benefits and allowances will be at the rate established by the DHD in Attachment No 4, hereto, which is hereby incorporated by reference into this Agreement.

6.2. The GS/OAS will pay LASPAU for its administrative support services, including the placement of OAS Scholars, at a rate per OAS Scholar, as set out in Attachment No 3, hereto, which is hereby incorporated by reference into this Agreement.

6.3 Disbursements to LASPAU for scholar subsistence will be made on a monthly basis, and disbursements for tuition and insurance will be made on a quarterly basis or when they become due and owing to a third party vendor. Disbursements to LASPAU for the OAS Scholar's books will be made twice yearly. Administration charges will be paid on a quarterly basis based on the previous quarter's expense report. Adjustments in all categories for a surplus or deficit in funds from the previous quarter will be made on a quarterly basis.

6.4 LASPAU promptly shall return to GS/OAS balances in excess of funds needed to cover actual cost of the scholar or administrative costs within the next reporting period. GS/OAS promptly shall reimburse LASPAU for shortages of funds needed to cover actual costs of scholars and administrative expenses within the next reporting period.

6.5 Any expenses incurred by LASPAU in excess of those expressly set out in this Agreement or in the supplementary agreements shall be the sole responsibility of LASPAU.

6.6. LASPAU shall provide the DHD and GS/OAS' Department of Budgetary and Financial Services ("DBFS") with a quarterly financial report at the end of each quarter ending in which LASPAU provides details of expenditure and administrative charges per OAS Scholar, overall status of funds provided by the DHD for that quarter, and, at the same time, LASPAU shall submit a budget to DHD, with a copy to the DBFS, setting out LASPAU's anticipated expenditures under this Contract for the next quarter.

6.7 LASPAU shall, at GS/OAS' request, grant GS/OAS access to all financial information, records, and third-party audits related to the OAS Academic Studies Scholarship Program. In addition, LASPAU shall grant GS/OAS access to conduct audits of all financial information and records related to the OAS Academic Studies Scholarship Program including, but not limited to, all OAS scholarships administered by LASPAU prior to the effective date of this Agreement. The costs of performing these audits will be the responsibility of GS/OAS, and GS/OAS will provide LASPAU with 30 days advance request for such access to allow for scheduling a time mutually convenient to the auditors and LASPAU's finance staff.

6.8 LASPAU shall seek to make OAS Scholarship tuition payments to colleges and universities within 60 days of the beginning of each semester or period of study. Billing Authorization sent by LASPAU to colleges and universities will only be honored during the current period of study.

6.9 LASPAU shall submit or credit to the GS/OAS account any refunds received from third party vendors related to excess payments made on behalf of OAS scholars. These credits and/or submissions shall be made within 30 days after the end of the quarter in which the funds were received by LASPAU.

ARTICLE VII COORDINATION

7.1. Each Party shall designate the personnel to oversee and implement the Program. The oversight of the Program will be administered by:

For GS/OAS:

Maria Levens
Director, Secretariat for the Human Development
Fund ("SHDF")
SHDF - GS/OAS
1889 F Street, N.W.
Washington, DC 20006, USA
202-458-6166

For LASPAU:

Ned D. Strong
Executive Director
LASPAU
25 Mt. Auburn Street
Cambridge, MA02138
USA
617-495-0555

7.2. Either Party may change its designation and appoint other personnel and shall provide advanced written notification to the other Party.

7.3. The Parties shall communicate with each other regularly during the academic year regarding the progress of the OAS Scholars administered by LASPAU and other matters related to the Program

ARTICLE VIII GENERAL TERMS AND CONDITIONS

8.1. Nothing in this Agreement shall be construed to create a Partnership between the Parties under law. Neither Party shall be legally responsible to third Parties for the legal actions and liabilities of the other Party. The Party whose actions give rise to such actions and liabilities shall indemnify the other for all reasonable costs incurred in responding to, satisfying, and otherwise shall defend against them.

8.2. LASPAU shall assume full responsibility before the GS/OAS for its actions and omissions, and the actions and omissions of its coordinators, representatives and employees regarding the management of the funds received from the GS/OAS. LASPAU shall indemnify the GS/OAS and hold the GS/OAS harmless for any loss or liability arising from LASPAU'S negligent or willful misconduct, including reasonable attorney's fees and costs.

8.3. LASPAU agrees to keep in strictest confidence all information regarding this Agreement and will only publish information about this Agreement with prior written consent from a duly authorized representative of the GS/OAS after prior review by the Director of GS/OAS' Department of Legal Services.

8.4 All published information regarding GS/OAS rules, regulations, policies and procedures on the OAS Academic Scholarship Program appearing in LASPAU's on-line grantee guide or related material shall be subject to the approval of DHD.

8.5. The Parties shall attempt to resolve any disputes between them over the interpretation and execution of this Agreement through amicable conversations, negotiations, and other such means. If those amicable means prove unsuccessful, either Party may submit the matter to final and binding arbitration in Washington, D.C., by the American Arbitration Association in accordance with its commercial arbitration rules and the laws of the District of Columbia, USA, or as they may otherwise mutually agree.

8.6 Nothing in this Agreement constitutes a waiver, express or implied, of the privileges and immunities enjoyed by either Party under the laws of the United States of America or international law.

8.7 The law applicable to this Agreement is the law of the District of Columbia, USA.

ARTICLE IX DURATION, AMENDMENT AND TERMINATION

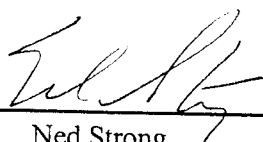
9.1. This Agreement shall enter into force on the date it is signed by the duly authorized representatives of the Parties. It shall expire 12 months from that date, unless, the Parties, by way of amendment pursuant to this Article, signed by their duly authorized representatives, agree to extend its term.

9.2 Notwithstanding the foregoing Paragraph, either Party may terminate this Agreement by giving written notice to the other Party at least three months (i.e., at least 90 days) prior to the effective termination date. In the event this Agreement is terminated, no additional OAS Academic Scholarships shall be granted under this Agreement after the receipt of the termination notice by the notified Party. Termination of this Agreement, however, shall not interrupt or terminate OAS Academic Scholarships and other obligations assumed by either Party to OAS Scholars who were awarded OAS Academic Scholarships in the Program prior to the date that the termination notice was received, and the Parties shall remain bound to comply with their obligations to those OAS Scholars and to each other as established under this Agreement until the respective OAS Academic Scholarships terminate in accordance with the terms under which they were granted.

9.3. This Agreement may be modified by way of a Document or Letter of Amendment provided and signed by the duly authorized representatives of both Parties. However, no such modification shall retroactively alter the terms or conditions of any OAS Academic Scholarships in force to the prejudice of any OAS Scholar then in the Program.

In Witness whereof, the duly authorized representatives of the Parties, hereby subscribe to this Agreement in duplicate originals, at the places and on the dates indicated below.

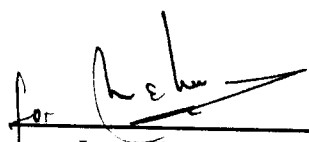
FOR LASPAU



Ned Strong
Executive Director
Cambridge, MA

Date: 4-30-2002

**FOR THE GENERAL SECRETARIAT
OF THE ORGANIZATION OF AMERICAN STATES**



Jose Miguel Insulza
Secretary General
Washington, D.C.

Date: 4-30-2007

THE FELLOWSHIPS MANAGEMENT SYSTEM

(PHASE I)

Periodic processes that Interface Information to/from Third Party Service Provider or any other Payment Administrator.

OITS Periodic Format Layouts

Inbound Expenses file to receive from the Third Party Service Provider, Periodically.

Expenses – Periodic Inbound Layout file:

This expected file will encompass two types of records. The two types of records will be within the same file.

Type 1: Header or Control Total Record. This record is intended to be validated against the total of the expenses (records type 2) before uploading any update process.

Field Name	Description																		
Record Type	Control																		
Third Party Provider	Third Party Provider (p. ex LASPAU)																		
Null	Blanks or Nulls																		
Transference Year	Current Year																		
Period Type	<p>This column defines the Period's format as the period contained in the next column will come. So the values accepted here are as follow: Month, Quarter, Semester or Year. Please check the following table:</p> <table><tr><th>Period Types</th><th>Period Format</th><th>Observations</th></tr><tr><td>Month</td><td>YYYY-MM</td><td></td></tr><tr><td>Quarter</td><td>YYYY-QN</td><td>N: 1, 2, 3, or 4</td></tr><tr><td>Semester</td><td>YYYY-SN</td><td>N: 1 = Spring 2 = Summer 3 = Fall</td></tr><tr><td>Term</td><td>YYYY-TN</td><td>N: 1, 2 = First & Second Term</td></tr><tr><td>Year</td><td>YYYY</td><td></td></tr></table>	Period Types	Period Format	Observations	Month	YYYY-MM		Quarter	YYYY-QN	N: 1, 2, 3, or 4	Semester	YYYY-SN	N: 1 = Spring 2 = Summer 3 = Fall	Term	YYYY-TN	N: 1, 2 = First & Second Term	Year	YYYY	
Period Types	Period Format	Observations																	
Month	YYYY-MM																		
Quarter	YYYY-QN	N: 1, 2, 3, or 4																	
Semester	YYYY-SN	N: 1 = Spring 2 = Summer 3 = Fall																	
Term	YYYY-TN	N: 1, 2 = First & Second Term																	
Year	YYYY																		
Period	Period that covers this file (from last invoice date to the present)																		
Total Amount	Total Amount Expenses																		
Total Records	Number of records transferred																		
Paid To	LASPAU																		

Field Name	Description
Transference Date	Transference Date
Invoice Number	Third Party Provider invoice number
Payment Administrator	LASPAU
PO Number	PO Number (all PO numbers referenced in the detail Type 2 Expense Record)
Fixed text	'OAS'
Fixed text	'Organization of American States'

Occurrences: 1

Type 2: Expense Record

Field Name	Description															
Record Type	Expense															
Third Party Provider Scholarship Id	Third Party Provider Identifier															
Year	Commitment's Year (2004,2005, etc) Format: YYYY															
Grant	Grant Type or Benefit: <table><tr><th>Grant Types</th></tr><tr><td>Insurance</td></tr><tr><td>Other</td></tr><tr><td>Subsistence</td></tr><tr><td>Tuition & Fees</td></tr><tr><td>Administration</td></tr><tr><td>Travel</td></tr><tr><td>Air Ticket</td></tr></table>	Grant Types	Insurance	Other	Subsistence	Tuition & Fees	Administration	Travel	Air Ticket							
Grant Types																
Insurance																
Other																
Subsistence																
Tuition & Fees																
Administration																
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Air Ticket																
Period Type	<p>This column defines the Period's format as the period contained in the next column will come. So the values accepted here are as follow: Month, Quarter, Semester, Year, Term, and Period. Please check the following table:</p> <table><tr><th>Period Types</th><th>Period Format</th><th>Observations</th></tr><tr><td>Month</td><td>YYYY-MM</td><td></td></tr><tr><td>Quarter</td><td>YYYY-QN</td><td>N: 1, 2, 3, or 4</td></tr><tr><td>Semester</td><td>YYYY-SN</td><td>N: 1 = Spring 2 = Summer 3 = Fall</td></tr><tr><td>Term</td><td>YYYY-TN</td><td>N: 1, 2 = First &</td></tr></table>	Period Types	Period Format	Observations	Month	YYYY-MM		Quarter	YYYY-QN	N: 1, 2, 3, or 4	Semester	YYYY-SN	N: 1 = Spring 2 = Summer 3 = Fall	Term	YYYY-TN	N: 1, 2 = First &
Period Types	Period Format	Observations														
Month	YYYY-MM															
Quarter	YYYY-QN	N: 1, 2, 3, or 4														
Semester	YYYY-SN	N: 1 = Spring 2 = Summer 3 = Fall														
Term	YYYY-TN	N: 1, 2 = First &														

Field Name	Description												
			Second Term										
	Year	YYYY											
	Period												
Period	Period that covers the invoiced amount This value is formatted according to the Period Type . Per example, if Period Type values Month, then Period must be formatted as YYYY-MM . Please check table above at the Period Type												
Amount	Actual invoice expense amount												
Program	Fellowship program <table><tr><th>For this Programs</th><th>Please Send the following</th></tr><tr><td>OAS/PLACED</td><td>Graduate Placed</td></tr><tr><td>OAS/PRA</td><td>Graduate Self-Placed</td></tr><tr><td>OAS/SPECAF</td><td>Undergraduate Self-Placed</td></tr><tr><td>OAS/Fulbright</td><td>Fulbright-OAS-Ecology Initiative</td></tr></table>			For this Programs	Please Send the following	OAS/PLACED	Graduate Placed	OAS/PRA	Graduate Self-Placed	OAS/SPECAF	Undergraduate Self-Placed	OAS/Fulbright	Fulbright-OAS-Ecology Initiative
For this Programs	Please Send the following												
OAS/PLACED	Graduate Placed												
OAS/PRA	Graduate Self-Placed												
OAS/SPECAF	Undergraduate Self-Placed												
OAS/Fulbright	Fulbright-OAS-Ecology Initiative												
Paid To	Payee to whom the payment will be issued to (The student, the university, the Insurance Co. LASPAU, etc)												
Payment Date	Effective payment date												
Invoice Number	Third Party Provider invoice number (your invoice number)												
Payment Administrator	Third Party Service Provider/ OAS/ OAS<Member State> (LASPAU)												
PO Number	PO Number (each program has a different PO number)												
OAS Scholarship Id	OAS internal scholarship unique Identifier												
Fellow Student Name	OAS Scholarship Student Name												

Occurrences: As many as the total number of transferred expense records.

THIRD PARTY PROVIDER SCHOLARSHIP ID	YEAR	GRANT	PERIOD TYPE	PERIOD	AMOUNT	PROGRAM	PAID TO
CONTROL	LASPAU	2006		10/20/2006 TO 10/27/2006	70,437.23	40	LASPAU
Expense	20050079	2005	Tuition & Fees	Semester	18.34	Fulbright-OAS-Ecology Initiative	Colorado State University
Expense	20050378	2005	Tuition & Fees	Semester	219.72	Fulbright-OAS-Ecology Initiative	Virginia Polytechnic Institute and State University
Expense	20050461	2005	Tuition & Fees	Semester	1,756.63	Fulbright-OAS-Ecology Initiative	University of South Carolina
Expense	20050506	2005	Tuition & Fees	Semester	219.97	Fulbright-OAS-Ecology Initiative	Rutgers, The State University of New Jersey - Newark
Expense	20050552	2005	Tuition & Fees	Semester	252.82	Fulbright-OAS-Ecology Initiative	SUNY, College of Environmental Science & Forestry
Expense	20050742	2005	Tuition & Fees	Semester	141.38	Fulbright-OAS-Ecology Initiative	University of Illinois, Urbana-Champaign
Expense	20040215	2004	Tuition & Fees	Term	1,502.33	Graduate Placed	Pontificia Universidad Católica de Chile
Expense	20040558	2004	Tuition & Fees	Semester	173.00	Graduate Placed	University of Illinois, Urbana-Champaign
Expense	20040635	2004	Tuition & Fees	Semester	428.00	Graduate Placed	University of Illinois, Urbana-Champaign
Expense	20040914	2004	Insurance	Month	49.00	Graduate Placed	University of South Carolina
Expense	20050102	2005	Tuition & Fees	Semester	331.00	Graduate Placed	HTH Worldwide Insurance
Expense	20050143	2005	Tuition & Fees	Term	1,262.37	Graduate Placed	Ohio University
Expense	20050179	2005	Tuition & Fees	Semester	424.00	Graduate Placed	Pontificia Universidad Católica de Chile
Expense	20050202	2005	Insurance	Year	349.92	Graduate Placed	University of Illinois, Urbana-Champaign
Expense	20050202	2005	Tuition & Fees	Term	1,502.33	Graduate Placed	Pontificia Universidad Católica de Chile
Expense	20050203	2005	Tuition & Fees	Term	1,502.33	Graduate Placed	Pontificia Universidad Católica de Chile
Expense	20050205	2005	Tuition & Fees	Semester	1,502.33	Graduate Placed	Pontificia Universidad Católica de Chile
Expense	20050228	2005	Tuition & Fees	Semester	3,547.21	Graduate Placed	Pontificia Universidad Católica de Chile
Expense	20050229	2005	Tuition & Fees	Semester	1,229.00	Graduate Placed	McGill University
Expense	20050264	2005	Tuition & Fees	Term	23.71	Graduate Placed	Teachers College, Columbia University
Expense	20050297	2005	Tuition & Fees	Semester	268.00	Graduate Placed	Pardo Nuñez Fernando Andres
Expense	20050306	2005	Tuition & Fees	Semester	409.63	Graduate Placed	University of Illinois, Urbana-Champaign
Expense	20050316	2005	Tuition & Fees	Semester	630.05	Graduate Placed	University of Florida
Expense	20050338	2005	Tuition & Fees	Term	889.00	Graduate Placed	Illinois State University
Expense	20050347	2005	Tuition & Fees	Semester	24.00	Graduate Placed	Pontificia Universidad Católica de Chile
Expense	20050363	2005	Tuition & Fees	Term	889.00	Graduate Placed	Texas Christian University
Expense	20060270	2006	Tuition & Fees	Semester	8,609.00	Graduate Placed	Pontificia Universidad Católica de Chile
Expense	20060277	2006	Tuition & Fees	Semester	3,090.00	Graduate Placed	Brandeis University
Expense	20060352	2006	Tuition & Fees	Semester	1,249.00	Graduate Placed	University of Arizona
Expense	20041080	2004	Tuition & Fees	Semester	472.05	Graduate Placed	Teachers College, Columbia University
Expense	20041080	2004	Insurance	Term	1,974.69	Graduate Self-Placed	Illinois State University
Expense	20041115	2004	Tuition & Fees	Term	241.75	Graduate Self-Placed	Pontificia Universidad Católica de Chile
Expense	20041244	2004	Subsistence	Term	2,000.00	Graduate Self-Placed	Pontificia Universidad Católica de Chile
Expense	20050865	2005	Block -Grant	Month	337.00	Graduate Self-Placed	Centro de Investigacion Cientifica de Yucatan
Expense	20050870	2005	Tuition & Fees	Term	5,000.00	Graduate Self-Placed	Micchelle Alice Price
Expense	20050871	2005	Tuition & Fees	Term	84.20	Graduate Self-Placed	Valerie Willers
Expense	20050884	2005	Tuition & Fees	August 2006 to August 2007	4,339.63	Graduate Self-Placed	Castillo Parra, Carol A
Expense	20050905	2005	Tuition & Fees	Academic Year 2006	3,172.71	Graduate Self-Placed	Universidad de Chile
Expense	20050926	2005	Tuition & Fees	Semester	4,354.18	Graduate Self-Placed	Universidad ARCIS Universidad de Arte y Ciencias Sociales
Expense	20050928	2005	Tuition & Fees	Semester	13,770.00	Undergraduate Self-Placed	McGill University
				2006-S3	3,700.28	Undergraduate Self-Placed	Florida Institute of Technology
				2006-S2		Undergraduate Self-Placed	Florida International University
					70,437.23		

[illegible]

Grantee Full Name (last, first)	Grantee Familiar Name	Home Country (OAS)	Completion Reason	OAS Sponsorship to Expiry	Country of Study (OAS)	Host Institution
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City	Country	Postal Code	Province	State	Zip	Phone
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Status Post OAS Scholarship & Date

returned to sponsoring country & date (I
extended stay in host country & reason
requested and was given a waiver to remain in the host country
requested extension or waiver and these were not granted

Administration Costs (According to contract draft of FY2005):

	FY2005	FY2006	FY2007	FY2008	FY2009	FY2010
Intake	450.00	468.00	486.72	506.19	526.44	547.49
Placement	3,500.00	3,640.00	3,785.60	3,937.02	4,094.50	4,258.29
Academic/	75.00	78.00	81.12	84.36	87.74	91.25

Note: 1) Rates are indexed at 4% per annum.

2) The in-take fee is charged at the moment grantee's application is processed at LASPAU.

3) The placement fee is charged over three quarters in accordance to the grantee's placement prc

4) The academic/financial administration charge is determined monthly based on the grantee's sp

Database report costs:

Option 1) specific reports LASPAU runs weekly and places on a private section of LASPAU website for DHD to access;

One-time set-up cost: \$7,127.

Yearly maintenance cost: \$2,241.

(for maintenance, software licenses, etc.)

Option 2) same as above but also create a separate website for distributing the reports, which is more secure and easier to restrict access;

One-time set-up cost: \$8,147.

Yearly maintenance cost : \$3,261. Time

(for maintenance, software licenses, web hosting, etc.)

Option 3) set up a separate database, linked to LASPAU's main database that contains just OAS grantee information - updated close to real time; this is the most secure and most flexible option.

One-time set-up cost: \$41,449.

Yearly maintenance cost : \$11,690. (for

(for >>maintenance, software licenses, web hosting, etc.)

Date Conversion Table:

31-Dec-04	38352
31-Dec-05	38717
31-Mar-06	38807
30-Jun-06	38898
30-Sep-06	38990
31-Dec-06	39082
31-Mar-07	39172

30-Jun-07	39263
30-Sep-07	39355
31-Dec-07	39447
31-Mar-08	39538
30-Jun-08	39629
30-Sep-08	39721
31-Dec-08	39813

ESCALA DE SUBSISTENCIA PARA LOS BECARIOS DE LA OEA
SUBSISTENCE RATES FOR OAS FELLOWSHIP HOLDERS

PAIS - COUNTRY	TARIFA - RATE
ANTIGUA AND BARBUDA	US\$400.00
ARGENTINA	350.00
BAHAMAS	500.00
BARBADOS	400.00
BELIZE	363.00
BOLIVIA	700.00
BRASIL	650.00
CANADA	700.00
COLOMBIA	400.00
COSTA RICA	500.00
CHILE	575.00
DOMINICA	347.00
ECUADOR	400.00
EL SALVADOR	350.00
GRENADA	330.00
GUATEMALA	363.00

GUYANA	330.00
HAITI	360.00
HONDURAS	363.00
JAMAICA	300.00
MEXICO	600.00
NICARAGUA	680.00
PANAMA	485.00
PARAGUAY	345.00
PERU	600.00
REPUBLICA DOMINICANA	366.00
ST. KITTS AND NEVIS	400.00
SAINT LUCIA	347.00
ST. VINCENT AND THE GRENADINES	400.00
SURINAME	330.00
TRINIDAD AND TOBAGO	500.00
UNITED STATES	700.00
URUGUAY	450.00
VENEZUELA	500.00

ASIGNACION PARA LIBROS BOOK ALLOWANCE

**En becas de 3 a 5 meses duración
Fellowships of 3 - 5 months**

US\$100.00

**En becas de 6 a 8 meses de duración
Fellowships of 6 - 8 months**

150.00

**En becas de 9 a 12 meses de duración
Fellowships of 9 - 12 months**

300.00

Seguro/Insurance

US\$1,100 (per year)

Costos Administrativos/Admionistrative Costs

**US\$5,800 (includes placement)
US\$1,600 (excludes placement)**