

ORGANIZATION OF AMERICAN STATES  
WASHINGTON, D. C.

GENERAL SECRETARIAT

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SECOND COOPERATION AGREEMENT BETWEEN THE GENERAL SECRETARIAT OF THE  
ORGANIZATION OF AMERICAN STATES AND GEORGETOWN UNIVERSITY THROUGH  
ITS CENTER FOR LATIN AMERICAN STUDIES, FOR THE DEVELOPMENT OF THE  
POLITICAL DATABASE OF THE AMERICAS

SECOND COOPERATION AGREEMENT BETWEEN THE GENERAL SECRETARIAT OF  
THE ORGANIZATION OF AMERICAN STATES AND GEORGETOWN UNIVERSITY  
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DEVELOPMENT OF THE POLITICAL DATABASE OF THE AMERICAS

THE PARTIES TO THIS AGREEMENT: The General Secretariat of the Organization of American States ("GS/OAS") and Georgetown University ("GU") through its Center for Latin American Studies ("CLAS"),

WHEREAS the Charter of the Organization of American States ("OAS") defines representative democracy as "an indispensable condition for the stability, peace and development of the region," and establishes the promotion and consolidation of representative democracy in the Americas as one of the Organization's principal objectives;

WHEREAS the OAS General Assembly in Caracas, Venezuela, instructed "the General Secretariat to continue to conduct studies and seminars and to continue to promote or sponsor research work to strengthen democracy in the region, through the Unit for the Promotion of Democracy (UPD)";

WHEREAS GU/CLAS is an unincorporated entity within GU dedicated to the pursuit of Latin American studies and affairs, and its Director has been duly authorized to represent GU in all technical matters regarding the present cooperation agreement;

WHEREAS in July of 1993, the UPD and GU/CLAS, with financial support from the UPD and the Tinker Foundation, established the Resource Unit on Democratic Governability in Latin America (now the "Democratic Governability Project") with its main objective being the development of the *Political Database of the Americas*, a comprehensive database of regional political documents and statistical data, including constitutions, electoral laws, legislative and executive branch information and electoral data, accessible via a computerized retrieval system through the Internet;



a satisfactory second progress report, a financial statement of the Project and an invoice.

- Upon completion of the project on December 31, 1999, GU/CLAS will submit a final progress report and a final financial statement.

2.2. Payments by GS/OAS to GU/CLAS under this Agreement will be made by check. Checks should be made payable to Georgetown University and should reference to the Political Database of the Americas. Checks will be sent to:

Sponsored Accounting Office  
Georgetown University  
2 Ryan Administration Building  
37<sup>th</sup> and O Sts. NW  
Washington, DC 200057  
ATTENTION: Clairice Lloyd

Article III.

Obligations of GU/CLAS

3.1. GU/CLAS shall perform all the activities of the Project referred to in the Project Document attached as Annex I, and shall use the contribution of GS/OAS under this Agreement for that purpose as specified in the budget attached as Annex II.

3.2. GU/CLAS shall prepare and submit satisfactory progress reports to the UPD of GS/OAS on the dates indicated in Article II, and a final report one month after the completion of the Project.

3.3. Each financial statement referred to in Article II, shall be certified by the Georgetown University official responsible for GU/CLAS' finances, and it shall show income, expenditures, assets and liabilities, with respect to the funds provided by GS/OAS.

3.4. GU/CLAS shall keep proper accounts and financial records of the expenses related to the Project, including the invoices, receipts, and vouchers. Those records shall be open at a reasonable time to audit and inspection by the authorized representatives of GS/OAS, who may make copies and take extracts thereof.

3.5. Funds made available by GS/OAS to GU/CLAS shall be subject to Georgetown University's internal and external auditing procedures as provided for in its financial regulations, rules and directives of Georgetown University.



Article VII. Term, Modification and Termination

7.1. This Agreement may be modified by an exchange of letters or other writing, signed by duly authorized representatives of the Parties, dated, and attached hereto.

7.2. This Agreement shall enter into force on the day it is signed by both Parties, and shall remain in force for the duration of the Project, until December 31, 1999.

7.3. Either party may terminate this Agreement with thirty days' prior written notice to the other. In the event of such termination, GU/CLAS shall promptly return to GS/OAS any portion of GS/OAS contribution not yet expended or not irrevocably committed to third parties as of the date of notice.

Article VIII. Institutional Coordination and Notice

8.1. The institution within GS/OAS responsible for carrying out and coordinating its obligations under this Agreement is the UPD. All notice to GS/OAS in relation to this Agreement should be sent to:

Elizabeth Spehar, Executive Coordinator  
Unit for the Promotion of Democracy  
OAS General Secretariat  
1889 F Street, N.W.  
Washington, D.C. 20006-4499

8.2. The institution within GU responsible for carrying out and coordinating its obligations under this Agreement is CLAS. All notice to GU/CLAS in relation to this Agreement should be sent to:

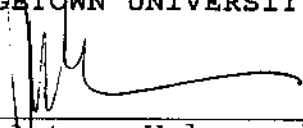
Arturo Valenzuela, Project Director  
Political Database of the Americas  
Center for Latin American Studies  
Georgetown University  
Box 571026  
Washington, D.C. 20057-1026

A copy shall also be provided to:

Mary Schmiedel, Acting Director  
Sponsored Programs  
Georgetown University  
Box 571168  
Washington, D.C. 20057-1168

IN WITNESS WHEREOF, the duly authorized representatives of the Parties subscribe to this Agreement, in duplicate originals, in Washington, D.C., on the dates indicated below.

FOR THE CENTER FOR LATIN  
AMERICAN STUDIES AT  
GEORGETOWN UNIVERSITY



Arturo Valenzuela  
Director

Date: March 26, 1999

FOR THE GENERAL SECRETARIAT  
OF THE ORGANIZATION OF  
AMERICAN STATES:

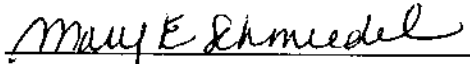


Elizabeth Spehar  
Executive Coordinator

Unit for the Promotion of Democracy

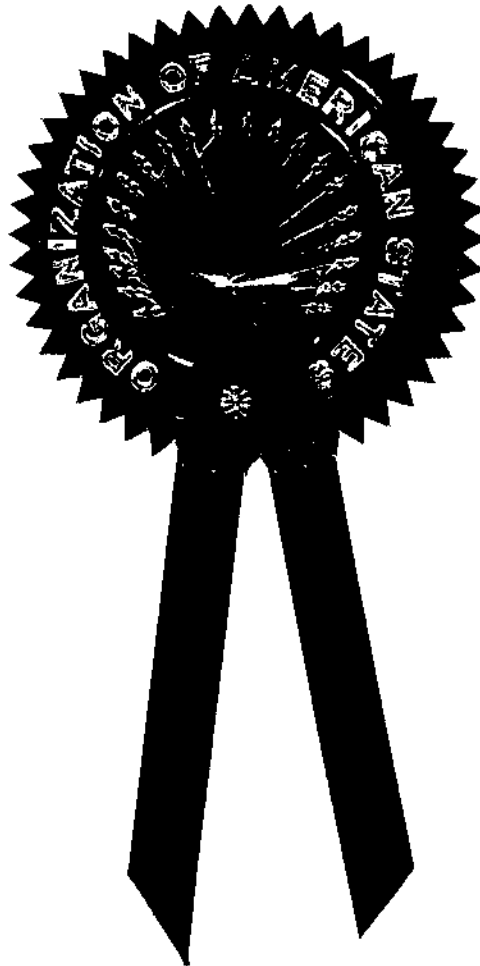
Date: March 26, 1999

FOR GEORGETOWN UNIVERSITY



Mary Schmiedel  
Acting Director-Sponsored Programs

Date: 3/29/99





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

17<sup>th</sup> and Constitution Ave., N.W. • Washington, D.C. 20006

## DELEGATION OF AUTHORITY

### SECOND COOPERATION AGREEMENT BETWEEN THE GENERAL SECRETARIAT OF THE ORGANIZATION OF AMERICAN STATES AND THE CENTER FOR LATIN AMERICAN STUDIES AT GEORGETOWN UNIVERSITY FOR THE DEVELOPMENT OF THE POLITICAL DATABASE OF THE AMERICAS

I, Christopher Thomas, Assistant Secretary General of the Organization of American States, currently in charge of the General Secretariat, hereby delegate to the Executive Coordinator of the Unit for the Promotion of Democracy, Elizabeth Spehar, authority to sign on behalf of the General Secretariat and in my place the above-captioned Agreement.

This delegation of authority expires on March 29, 1999.

  
Christopher Thomas

Date: March 25, 1999



ANNEX I

# PROJECT

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## POLITICAL DATABASE OF THE AMERICAS

ORGANIZATION OF AMERICAN STATES  
UNIT FOR THE PROMOTION OF DEMOCRACY

GEORGETOWN UNIVERSITY  
CENTER FOR LATIN AMERICAN STUDIES

# PROJECT

## POLITICAL DATABASE OF THE AMERICAS

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### TABLE OF CONTENTS

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- I. **Introduction**
  - Background
  - Project History
  
- II. **Project Description**
  - Thematic Concerns
  - Statistical Data
  - Future Directions
  
- III. **Project Management**
  - Organizational Information
  - Project Personnel
  - Funding Resources
  
- IV. **Conclusion**
  
- V. **Budget**

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## INTRODUCTION

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### Background

At the 1994 Summit of the Americas, when the nations of the Western Hemisphere met for the first time as a “community of democratic societies”, they identified the consolidation of democracy as the central political priority for the Americas. In particular, they called upon the OAS to facilitate the “exchange of experiences” among democratic institutions throughout the hemisphere. In so doing, they recognized the power of collective knowledge. Shared political resources accelerate the cross-national learning process and improve the quality of political analysis. They provide academics and researchers with the necessary data to conduct comparative analyses of democratic processes and they serve as signposts to political leaders in transitions to democracy. In areas such as electoral technologies, legislative functions, constitutional reforms, and judicial institutions, regional leaders emphasized the need for timely, authoritative, hemispheric political data. Together, the Unit for the Promotion of Democracy of the OAS General Secretariat and the Center for Latin American Studies at Georgetown University have worked to meet that need through the creation, maintenance and development of the *Political Database of the Americas*.

In the four years since the summit, the nations of the region have made significant progress in their transitions to democracy. They have reformed constitutions, rebuilt opposition parties, invigorated legislative institutions, administered free and transparent elections and strengthened judicial institutions. In short, they have worked to build strong, effective democratic institutions. However, the leaders of these fledgling democracies still face significant challenges in ensuring that their transitions to democracy are definitive and permanent ones. In many countries, corruption and the illegal financing of elections threaten to subvert the political process. Municipal and local governments lack the resources and the expertise to respond effectively to the needs of their citizenry. Legislative and judicial institutions require continued support to secure the authority denied to them for so many decades. The democratic gains of the last four years have been impressive, but they have not diminished the need for current, accurate political information. Rather they have demanded higher levels of political expertise and generated new paths of inquiry.

In April 1998, the leaders of the hemisphere met for a second time in Santiago, Chile to evaluate their progress and chart a course for the future. In their Plan of Action, they reissued their directive to the OAS to promote the exchange of information among member nations. They endorsed new initiatives to implement democratic reforms at the level of local governments; they issued fresh mandates to promote free, transparent financing of electoral campaigns and they strengthened their resolve to fight corruption throughout the Americas. The *Political Database of the*

*Americas*, as the most comprehensive electronic source of political information on the Americas, seeks to respond to these new imperatives. This proposal represents an ambitious plan by Georgetown University and the OAS to move the Database forward into the next century.

## Project History

In February 1995, the Center for Latin American Studies at Georgetown University, in collaboration with the Organization of American States (OAS) and with financial support from the Tinker Foundation and the OAS, launched the *Political Database of the Americas* through the World Wide Web. The Database uses advanced information technology to facilitate the effective exercise and in-depth study of democracy in the Americas through the acquisition, preservation and dissemination of comparative political data. In keeping with the aim of serving users throughout the Americas, the Political Database of the Americas provides resource materials and user services in English, French, Spanish and Portuguese.

The Database has become, perhaps, the most widely accessed electronic source of political information on the Americas. It is a fundamental resource for students, scholars, policy makers and government officials in all countries of the hemisphere, as evidenced by the current access statistics. The Database presently receives as many as 100,000 hits per month, a fourfold increase from the 25,000 hits per month recorded in January 1997. Since its launching, Database usage has doubled approximately every six months and we anticipate a similar rate of growth in the future. The website enjoys wide readership in the Hemisphere and around the globe, from Toronto to Buenos Aires, from Croatia to Australia. Through the mechanism of our user survey, we regularly engage in dialogue with users throughout the Americas about their concerns and interests.

Users of the database are consistently impressed with both the breadth and depth of the material available through the web site. At present, the Political Database of the Americas collection includes constitutions; electoral laws; organic laws; political party information; cabinet and ministry lists; information on the executive, legislative and judicial branches; links to embassies and on-line newspapers and journals; election statistics; and election calendars. In the majority of countries of the Americas, this material is not easily accessible through other means. In addition, the Database provides material developed by leading regional scholars exclusively for Database users. A primary example is the material available through our Comparative Constitutional Law archive, compiled in 1993 by Mr. Marcel Galindo, a Bolivian expert in Latin American constitutional law. The archive provides users with a comparative framework for the constitutions of all of the South American nations under presidential regimes. Users access relevant constitutional articles categorized by over

300 substantive themes such as human rights, role of the state, citizenship requirements and the establishment of governmental branches.

In recognition of the significant technological knowledge and subject expertise involved in the work of the Database, various regional institutions have turned to the Database for technical assistance in undertaking similar projects. In December 1997, the Parlamento Latinoamericano invited the Project Coordinator to São Paulo, Brazil to share her experiences with the Database at a meeting aimed at creating a regional Internet system of parliamentary resources. Among the participants were members of non-governmental institutions in Brazil, representatives from the Uruguayan and Peruvian Parliaments and the OAS. As the World Wide Web expands its reach, we expect to be called upon more often to provide this type of technical expertise to area organizations.

The Unit for the Promotion of Democracy and the Center for Latin American Studies, through the Database, have also been able to build lasting institutional relationships among organizations throughout the Americas and Europe working to strengthen democratic institutions. Organizations such as Canadian Foundation for the Americas (FOCAL) and Fundação Getúlio Vargas (FGV) of Brazil have provided us with extensive country-specific data to augment the holdings of the Database. They have also proved invaluable in our efforts to maintain the Database in the four predominant languages of the hemisphere. For the past year, the Database has worked with FOCAL to expand the Database content materials pertaining to Canada. Through their assistance, we have been able to provide users with increased information relating to the Canadian political system as well as French translations of all the pages relating to both Canada and Haiti. Recently, we have negotiated an agreement with FGV in which FGV has agreed to provide similar services with regard to our Portuguese language materials and our content material relating to Brazil.

Other regional institutions have assisted us with subject-specific materials. In particular, the Database has just completed a long-standing relationship with the Centro de Asesoría y Promoción Electoral (CAPEL) which supplied us with electoral legislation for the majority of the countries of the region. We are currently exploring other ways in which CAPEL and the Database might collaborate in the future. In addition, the Center for Latin American Studies at Georgetown and the Instituto de Estudios de Iberoamérica y Portugal at the Universidad de Salamanca have established a partnership. In exchange for Georgetown's developing and maintaining the web site for the Instituto de Estudios de Iberoamérica y Portugal, the Universidad de Salamanca has agreed to provide the Database with statistical data compiled through its various research projects in the Americas.

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## PROJECT DESCRIPTION

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In the next two years, we seek to expand the content of the Database in two significant ways: through the development of specific thematic concerns in response to the 1998 Summit of the Americas and through the establishment of a data archive to house raw statistical data for use in comparative and secondary analyses. These two major developmental thrusts stem from the related but distinct needs of our two primary constituencies: policy makers and researchers/academicians.

In addition, we intend to significantly enhance the structure of the Database through the establishment of a consortium of institutional partners drawn from every country in the Americas. Such a consortium is a direct response to the need for the exchange of information among hemispheric institutions concerned with the functioning of American democracies.

### Thematic Concerns

In response to the mandates of the 1998 Summit of the Americas, the Database will collect, maintain and publish information relating to the following thematic concerns:

- Corruption

Corruption continues to plague democratic institutions throughout the hemisphere. However, the nations of the Americas have made significant progress in drafting and enacting the necessary legislation to combat corruption in the political process. The Database will document these efforts through the acquisition and dissemination of the following national legislation: 1992 Financial Management and Control Law (Argentina), Code of Ethics (Draft, Argentina), Code of Conduct and Conflict of Interests for employees of the Department of Foreign Affairs and International Trade (Canada), 1995 Anti-Corruption Statute (Columbia), Code of Conduct for Public Officials (Draft, El Salvador), 1996 banking reform laws designed to fight corruption and 1997 Code of Ethics of the Public Prosecutor (Peru), 1996 amendments to the basic laws on Public Administration, and new 1995 internal regulations of the Office of the Comptroller General and Administrative Development (Mexico), 1998 Code of Ethics for Public Officials (Venezuela), the Inter-American Convention Against Corruption, OAS model legislation to combat corruption. The Database will also publish the continuing efforts of the various national ethics offices.

- Campaign Finance

At the Meeting of Government Representatives on Contributions to Electoral Campaigns, held in Caracas in February 1998, César Gavira, Secretary General of the OAS, identified the illegal financing of electoral campaigns as a growing

problem throughout the hemisphere. He stressed that money held the power to "distort the electoral process and ... compromise the legitimacy of democratic systems." In response, the 1998 Summit of the Americas proposed the exchange of experiences between member nations as they work to develop internal rules regulating contributions to electoral campaigns. The Database will serve as an appropriate forum for this exchange of experiences by disseminating draft and final versions of these internal regulations. The current materials available in the U.S. regarding domestic campaign finance reform will form the initial foundation for this section. In addition, the Database will work to acquire and publish statistical data regarding the financing of national and state campaigns throughout the Americas.

- Comparative Constitutional Law

This section represents a significant enlargement of the comparative constitutional law material compiled by Marcel Galindo in 1993 and currently available on the Database's website. This information has proved invaluable both to government officials engaged in the process of constitutional reform and to scholars of Constitutional Law and Political Science. With the assistance of Dr. Jorge Marcel D'Agostino, Professor of Law at Universidad Nac. de Entre Ríos, Argentina, project staff are working to expand this section to include the constitutions of all the countries of the hemisphere. By October 1998, the Database will contain a comparative analysis of all the constitutions of countries of the hemisphere under presidential regimes. By July 1999, we will have completed a similar analysis for the constitutions of countries with parliamentary systems.

- Local Government and Decentralization

The strengthening of local governments is central to the democratic aim of bringing power closer to the people. The Database will expand its area of expertise to include materials pertaining to local governance including, but not limited to: legislation governing the balance of governmental power between national, state and municipal governments; information regarding financing of local governments; and procedures regulating the processes of local and other subnational decision-making. The Project Coordinator is currently acquiring a firm grounding in these issues through participation in a course offered via the World Wide Web by the Centro de Servicios Municipales in Mexico. The Database will also draw on the significant expertise of the Unit for the Promotion of Democracy in the area of local governments and decentralization. In the past few years, the Unit has made significant strides in promoting the strengthening of municipal and local governments through a variety of initiatives including: the convening of meetings of municipal government officials to address issues particular to local governments

(Inter-American Mayors Conference), and the advancement of decentralization issues on national and regional political agendas.

- Civil Society, Public Opinion and Democratic Values

The core value of any democratic system is the sustained participation of the people in political decision-making. This section will document the "power of the people" through the collection and on-line publication of material relating to civil society groups (e.g. NGOs) and public opinion polls. As an initial step, the Project Coordinator is currently working with USAID to see if the Database will be a suitable venue for publishing survey data commissioned by USAID related to democratic values in all of the countries of Central America as well as Peru, Paraguay and Bolivia. These surveys have provided a foundation for scholarly works such as *Elections and Democracy in Central America, Revisited* by Mitchell A. Seligson and John A. Booth and *Authoritarians and Democrats* by Mitchell Seligson.

### Statistical Data

The data archive will complement the extensive textual document holdings of the *Political Database of the Americas* by providing access to unique numeric data as well as coordinating an index of relevant data available through other on-line archives. Such data will include material pertaining to electoral results and survey research as well as other topics of relevance. The archive will also offer web-based services to researchers including: search and browse capabilities, downloading of data, custom subsetting of data, servicing of users' requests for data, tracking changes to relevant holdings at other data archives and generation of SAS and SPSS data definition statements for significant sections of the archive. These services will be fully operational by December 2000.

Georgetown University, in coordination with the Organization of American States, will implement the data archive over a two-year period through the following steps:

- Indexing currently available data

Project staff will index data currently available through other on-line archives including, but not limited to: the Inter University Consortium for Political and Social Research, the Council of European Social Science Data Archives, and the Institution for Research in Social Science at the University of North Carolina (which archives the Roper Center's Latin American poll data).

- Acquiring new and unique datasets

Building on the institutional relationships established by the Database, project staff will solicit datasets from affiliate institutions and other researchers. The staff will



carefully review the data to ensure accuracy and usefulness. In addition, project staff will provide all material with descriptive information and bibliographic citations.

- Developing appropriate web-based technologies for data dissemination

Contemporaneous with the acquisition of new data, the Project Coordinator will design and implement appropriate web-based interactive technologies to provide users with the full variety of services outlined above. In particular, the Project Coordinator will use a combination of PERL scripts and SQL database commands to automatically provide users access to data, track changes to holdings at other archives, service requests for data searches and allow searches of data. These technologies will remain true to the Database's original mission of providing information to users throughout the Americas and thus will be appropriate for users with varying access to web-based technology.

- Developing data-analysis tools

The use of SAS, SPSS and DBMS/COPY will grant the archive new functionality as a data analysis tool. The project staff will generate SAS and SPSS data definition statements for datasets in the collection. The Project Coordinator will also develop the necessary technological infrastructure to allow the archive to provide users with on-line customized subsetting in a variety of statistical formats.

### **Institutional Partnerships**

In the next two years, we will extend invitations to select institutions throughout the hemisphere to collaborate with us in our efforts to augment the Database collection and to encourage cross-national dialogue on issues concerning democratic institution-building. These partnerships will be modeled on our currently successful relationships with institutions such as Canadian Foundation for the Americas (FOCAL) and Fundação Getúlio Vargas (FGV) of Brazil. These collaborations will serve to provide the Database with rich resources for country-specific information while supplying regional institutions with technological expertise. In addition, the consortium will create a natural constituency for the Database.

- Content Development

Local research institutions possess a wealth of both qualitative and quantitative information relating to democratic processes in the hemisphere. The consortium will allow the Database to benefit from the extensive experience and knowledge bases of these institutions while providing member institutions with an on-line

forum through which to disseminate information. In selecting one institution from each country of the region, the Database will be able to develop extensive country-specific information. The ultimate goal of this project will be to have each local institution responsible for the development and maintenance of the Database's materials pertaining to its country of origin.

- **Fostering Dialogue**

In order to achieve this goal, member institutions will need to communicate extensively regarding the content standards and technological specifications of the Database. Rather than viewing this as a practical necessity, we see this as a unique opportunity to bring together a variety of different institutions to develop a coherent strategy to address the need for quality political information. By engaging in regular dialogue with our natural constituencies, the Database will be able to more effectively meet the needs of researchers, policy-makers, government officials and academics.

- **Training Opportunities and Technological Resources**

The consortium will also provide member institutions with essential technological skills as we move into the next century. Database staff, based at Georgetown University, will coordinate training opportunities for staff from participating institutions to assist them in learning the skills necessary to administer web-based projects. In the interest of containing costs, these training programs will be administered through long-distance web-based education. In addition, Database staff will be available to lend their technological assistance for other projects which member institutions may be considering.

- **Mirror Sites**

With the necessary technological expertise, regional institutions will be able to serve as mirror sites for the Database. In this plan, Database will be simultaneously hosted on servers throughout the Americas ensuring rapid connectivity for users in all locations and safeguarding the extensive information contained within the Database. In a similar mirroring project, the Latin American Network Information Center (LANIC) was able to reconstruct the web site for the Sistema Económico Latinoamericano (SELA) after the organization's offices were destroyed by fire recently. As the quantity of information contained within the Database grows, such safeguards will become more crucial.

### Organizational Information

The Database is a joint project of the Center for Latin American Studies of Georgetown University and the Unit for the Promotion of Democracy of the Organization of American States. The project is housed at Georgetown University.

*Georgetown University* is an urban university, located only a few miles from the center of the U.S. federal government. Founded in 1789, Georgetown is the oldest Catholic and Jesuit institution of higher education in the country. The University has a particularly strong reputation in the study of law, government and international affairs, and its 12,000 students come from all 50 states and over 100 foreign countries. Georgetown's undergraduate, graduate and professional schools are among the most competitive in the country.

*The Center for Latin American Studies* was founded at Georgetown University in 1959 by Dr. William Manger, a well-known specialist in inter-American affairs and former Assistant Secretary General of the OAS. The Center has two principal areas of activity: teaching and research. The teaching program includes an interdisciplinary M.A. program, a B.A. Undergraduate Certificate Program, a combined undergraduate/graduate five-year degree, and a joint M.A./Ph.D. with the department of Government. Georgetown University now offers over 50 courses a year in the Latin American field, the vast majority of which are in the fields of political science and international relations.

The Center designs projects and conferences dealing with topics related to four major themes: democratic governability, sustainable development, economic integration and inter-American relations. The Center has sponsored various international research conferences pertaining to the theme of democratic governability, each of which assembled government officials from many different nations, leading scholars of democracy, and experts from international development agencies. The Center has also co-sponsored numerous research conferences in South America on democratic consolidation.

### Project Personnel

*Dr. Arturo Valenzuela*, Professor of Government and Director of the Center for Latin American Studies, is the academic director for the *Political Database of the Americas*. Before coming to Georgetown in 1987, Dr. Valenzuela was Professor of Political Science and Director of the Council on Latin American Studies at Duke University,

where he was appointed to the faculty in 1970. A specialist in Latin American politics, political parties and regime transitions, he is a leading expert on Chilean politics, and has published widely on Chilean and Latin American politics. A member of the council of Foreign Relations, he is a commentator on Latin American Affairs, having appeared on various radio and television shows in the United States, Latin America and Europe. Dr. Valenzuela, who holds a PhD in Political Science from Columbia University, recently returned to the Center for Latin American Studies after a three-year appointment as Deputy Assistant Secretary of State for Inter-American Affairs with the U.S. State Department.

*Denise B. Johnson*, a graduate of Vassar College, is the current Project Coordinator for the Political Database of the Americas. In 1995, Ms. Johnson returned to the United States after two years living and working in Jalapa, Mexico. During her time in Mexico, Ms. Johnson gained a strong knowledge of Spanish and developed an active interest in Latin American political systems. Upon her return, Ms. Johnson immediately began work with the Office of Affirmative Action Programs at Georgetown University where she was responsible for all the print and web-based publications for the office. In this capacity, she gained the necessary technological skills to administer a web-based project including: advanced HTML coding, basic Javascript, and a knowledge of UNIX servers. Ms. Johnson is also a Certified Novell Netware 4.11 Administrator.

*A. Edgardo C. Reis*, a Senior Specialist at the UPD in the Information and Dialogue program area, is the Project Coordinator for the Unit for the Promotion of Democracy. Currently, he is also Chief Coordinator of the OAS Special Mission to Suriname, and has headed several OAS electoral observation missions sent to member countries of the organization. A former Advisor to the OAS Secretary General, Mr. Reis was also Director of Public Information and of the magazine *Américas*. Before joining the organization, he worked as Information Officer at the World Bank. His knowledge of Hemispheric affairs was also built on extensive journalistic work and special coverages in almost all countries of the region as a reporter for leading Brazilian newspapers: correspondent in Washington for the Brazilian newspaper *O Globo*, and Bureau Chief and correspondent in Mexico City for the news agency *Reuters*. He has a Masters degree in International Public Policy from Johns Hopkins University.

*Paulo C. de Miranda*, a Specialist at the UPD in the Information and Dialogue program area, is responsible for the administration of this project with Georgetown/CLAS and its partners. Mr. de Miranda is also involved in the management of the Unit's own Project/Mission Information System, an in-house database system that serves as the Unit's information tool which provides timely, adequate and reliable information about UPD programs and activities. Mr. de Miranda has been working at the UPD since its inception and has participated in many of the Unit's special programs. He also has years of practical experience in dealing with projects involving information

dissemination and data base systems. Mr. de Miranda's holds a Bachelors of Science degree in Management Studies and Technology.

The Unit for the Promotion of Democracy also intends to hire in the coming year a *Project Assistant* who will be responsible for providing full-time support for the UPD's participation in the Database project. The UPD, through its multitude of programs in support of democracy throughout the Americas, has access to information of great relevance to users of the Database. For example, the electoral missions undertaken by the Unit have compiled significant material relating to electoral legislation and election statistics from over forty different electoral processes. In addition, the UPD's efforts to support legislatures in the Andean nations and in Central America have generated important models for the strengthening of legislative functions in those regions. However, the work needed to prepare this and other material for web-based publication is significant and the UPD has been unable, in the past, to provide Database staff with electronic versions of the data. The addition of a UPD-based *Project Assistant* will enable the UPD to expand the scope of the information resources it contributes to the Database.

The Database also employs three undergraduate students and three graduate students per semester to collect, organize and input data. In this manner, the Database serves as a powerful educational tool. It provides students, many of whom aspire to live and work in Latin America in the future, with technological training in web development as well as subject expertise in democratic systems.

### **Funding Resources**

As the attached budget indicates, Georgetown University and the OAS are requesting a sum of \$446,224 to be disbursed over the next two years to fund the *Political Database of the Americas*. These funds cover the salary and benefits for the Project Coordinator and seven student workers as well as providing the necessary money for computer equipment, project promotion costs and administrative expenses for the Center for Latin American Studies. Likewise, it will cover the costs for a OAS/UPD project assistant as well as for those activities related to the project's promotion. Also, funding for this project will provide the necessary resources to the project's main institutional partners. Given the unique nature of the information provided by the Database, these funds represent a valuable investment in democratic institution-building in the hemisphere.

The OAS and Georgetown University recognize both the fiscal constraints under which our current funding organizations operate and the reality that these organizations may not be able to continue their sponsorship of the Database in the future. In the next two years, we will actively seek alternative funding for the

continued maintenance and expansion of the Project through submitting grant applications to U.S. foundations and soliciting advertisers for our web space.

In the coming months, project staff will research and identify potential grant-making foundations to fund specific components of the Database such as the development of new topical areas or acquisition of unique datasets. This approach recognizes the need of foundations to fund specific results-oriented proposals. Project staff will aggressively seek funding through establishing pre-application contact with carefully selected institutions, submitting grant proposals, engaging in follow-up discussion with grant-making institutions and maintaining on-going contact with institutions presently funding the Political Database.

With over 100,000 hits per month, we are confident that we will also be able to successfully solicit vendors to utilize the Database's web page as advertising space. We are particularly interested in securing sponsorship from academic presses, magazines such as *The Economist* and other vendors who will be interested in the specialized market we offer. The Project Coordinator already began informal contact with the relevant academic presses during the Latin American Studies Association conference in late September, and initial reactions are positive. The Database shared exhibition space with these major presses during the conference. The Unit for the Promotion of Democracy and the Center for Latin American Studies will jointly review all proposed advertisements. We fully expect that we will be able to fund at least one-quarter of the Database's basic operating costs through self-generated financing by the year 2001.

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#### CONCLUSION

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This proposal represents a timely response to the challenges confronting the Americas as they move forward into the next century. Georgetown University and the Organization of American States have a proven record of providing scholars, researchers, and policy analysts with the resources they need to build strong, effective democracies. The momentum is in our favor. We have the technological skills and the subject expertise to achieve concrete results. We are building the institutional connections and we have identified sources for future funding. We encourage your support to make this project a reality.

POLITICAL DATABASE OF THE AMERICAS  
BUDGET 1999-2000

	1999	2000	Total
<b>I. PROJECT SALARIES AND BENEFITS</b>			
GU Project Coordinator (Full-Time)	35,340	35,340	70,680
Benefits at 25%	8,835	8,835	17,670
UPD Project Assistant	28,750	28,750	57,500
Benefits at 25%	7,187	7,187	14,374
Student Help (seven students part-time for fall and spring semesters)	12,000	12,000	24,000
Summer Help (three full-time assistants)	10,000	10,000	20,000
<i>Total Project Salaries</i>	102,112	102,112	204,224
<b>II. ADMINISTRATIVE AND CAPITAL EXPENSES</b>			
Computer Expenses (software and hardware)	12,500	12,500	25,000
Staff Computer Training	2,500	2,500	5,000
Telecommunications (e.g. phone, fax)	3,000	3,000	6,000
Postage, photocopying, express mail	2,000	2,000	4,000
<i>Total Administrative and Capital Expenses</i>	20,000	20,000	40,000
<b>III. INSTITUTIONAL PARTNERS PROJECT AND GENERAL PROJECT PROMOTION</b>			
Marketing (e.g. brochures, external presentations)	3,000	3,000	6,000
GU Staff travel (to conferences, to train partners etc.)	15,000	15,000	30,000
UPD Staff travel (to conferences, meetings etc.)	7,000	7,000	14,000
GU/UPD Sponsored conferences/training sessions	15,000	15,000	30,000
<i>Total Institutional Partners and General Promotion</i>	40,000	40,000	80,000
<b>IV. CENTER FOR LATIN AMERICAN STUDIES PROJECT RELATED EXPENSES</b>			
CLAS administrative support and project management	4,500	4,500	9,000
Promotion of project through CLAS outreach and publications	2,000	2,000	4,000
Supplies, maintenance and miscellaneous	2,500	2,500	5,000
<i>Total Center for Latin American Studies Related Expenses</i>	9,000	9,000	18,000
<b>V. CURRENT INSTITUTIONAL PARTNERS RELATED EXPENSES</b>			
Contributions to current institutional partners for use in program coordination, computer upgrades, travel for annual coordinators meeting, promotion and marketing, etc.	52,000	52,000	104,000
<i>Total Current Institutional Partners Related Expenses</i>	52,000	52,000	104,000
<b>TOTAL BUDGET FOR 1999-2000</b>	<b>223,112</b>	<b>223,112</b>	<b>446,224</b>

## ANNEX II

### POLITICAL DATABASE OF THE AMERICAS (GU/CLAS Expenses Only)

#### BUDGET 1999

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I. PROJECT SALARIES AND BENEFITS	
GU Project Coordinator (Full-Time)	35,340
Benefits at 24%	8,482
Student Help (seven students part-time for fall and spring semesters)	12,000
Summer Help (three full-time assistants)	10,000
<i>Total Project Salaries and Benefits</i>	65,822
II. ADMINISTRATIVE AND CAPITAL EXPENSES	
Computer Expenses (software and hardware)	12,500
Staff Computer Training	2,500
Telecommunications (e.g. phone, fax)	3,000
Postage, photocopying, express mail	2,000
<i>Total Administrative and Capital Expenses</i>	20,000
III. INSTITUTIONAL PARTNERS PROJECT AND GENERAL PROMOTION	
Marketing (e.g. brochures, external presentations)	3,000
GU Staff Travel	15,000
GU sponsored conferences/training sessions	7,500
<i>Total Institutional Partners and General Promotion</i>	25,500
IV. CENTER FOR LATIN AMERICAN STUDIES PROJECT RELATED EXPENSES	
CLAS Administrative support and project management	4,500
Promotion of project through CLAS outreach and publications	2,000
Supplies, maintenance and miscellaneous	2,500
<i>Total Center for Latin American Studies Related Expenses</i>	9,000
<b>TOTAL 1999 BUDGET</b>	<b>120,322</b>