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QUARTERLY REPORT
August 31, 1992 - October 31, 1992
Submitted to the Agency for International Development
Office of Democratic Initiatives
Cooperative Agreement No. LAC-0770-A-00-0034-00

I. Overview

During the first quarter of the third year of this Agreement, the Consortium provided technical assistance to the Dominican Republic and Panama and assisted in hosting an ATELCA delegation to the 25th meeting of the American Society of Legislative Clerks and Secretaries held in Albany. A New Role of the Legislature Conference for the Legislative Assembly of Panama was organized by the Consortium. The Secretary General of ATELCA attended a meeting in Luxembourg being held under the auspices of the Council of Europe for the European Center for Parliamentary Research and Documentation and the third graduate student applied, was accepted and began studies at the University at Albany.

Subsequent to submissions of third year budgets by Consortium partner, the Consortium began discussions with AID for approval of activities for the third year. As an interim solution, AID has delayed final commitment of resources until after the results of the midterm evaluation are received in January 1993. AID has, however, agreed to approve activities on a case-by-case basis until that time. The Consortium responded to the MSI management evaluation report received in September.

II. Progress - Programmatic Implementation Details

I. Technical Assistance trip to the Dominican Republic by Florida International University August 10-12, 1992

Between August 10 and August 12, 1992, FIU fielded Consortium Program Manager Gerald Reed to continue the technical assistance effort to the Congress of the Dominican Republic. The technical assistance provided during this visit helped to: (1) finalize both the substantive content and style of the modernization plan; (2) support the special committee in their presentation and discussion of the plan with the two chamber presidents; (3) support the on-going collaboration between the Congress and USAID/DR; (4) provide continued encouragement and support to the two chamber presidents and the special committee as they continue to work toward their modernization goals; and (5) facilitated the possibility of the regional project providing additional support to the Congress in the form of participation in ATELCA and the submission of an application for graduate studies to the University at Albany by a Congressional staff member.

During the following month FIU's Consortium staff coordinated the production of the modernization plan. The final bound copies were then sent to the special committee for distribution to all legislators and key staff within the Congress. *(Please see a copy of the*

activity report in Attachment A.)

2. University at Albany hosts ATELCA delegation for special discussion during annual ASLCS meeting September 12 - 16, 1992

During the 25th annual meeting of the American Society of Legislative Clerks and Secretaries, participation of an ATELCA delegation was sponsored under a USIA grant to the National Conference of State Legislatures (NCSL). At the request of the NCSL, UA/SUNY hosted a reception and discussion featuring University at Albany Professor Carlos Astiz of the Political Science department. Professor Astiz traced the history of Latin American legislatures and their cycle of decay and recent rejuvenation. During the conference itself, Dr. Dawson was asked to give a presentation on the "Do's and Don'ts" of hosting international delegations. *(Please see activity report in Attachment B.)*

3. ATELCA General Secretary attends Correspondent's Meeting of the European Center for Parliamentary Documentation and Research September 21 - 22, 1992

In response to an invitation received May 29, 1992 by ATELCA General Secretary Adilia Zelaya from Gian Paolo Castenetto, Co-Director of the European Center for Parliamentary Research and Documentation, the Consortium co-sponsored, together with ATELCA, Licda. Zelaya's participation in this meeting. The purpose of her visit there was to attend the meeting and to observe the library, research and computer services in use in Luxembourg and in Strasbourg. Also attending this meeting under the sponsorship of the Legislative Assembly of El Salvador was the head of their legal department, Dr. Armando Pineda Navas. On the agenda for the meeting in Luxembourg was a discussion of the possibilities for cooperation with the countries of Central America, and a seminar on Parliamentary Documentation Services. After this meeting in Luxembourg, Licda. Zelaya and Dr. Pineda were invited by Mr. Castenetto to have meetings at the Council of Europe in Strasbourg, France. They accepted and traveled to Strasbourg for meetings there on Wednesday, September 23, 1992. Ms. Zelaya and Mr. Pineda are finalizing a report on their visit which will be forwarded to the Center and AID shortly.

4. FIU responds to request for copies of Internal Rules

At the request of USAID/DR and the Congress of the Dominican Republic, FIU provided copies of the Internal Rules from five Central American legislatures to the Congress. This request was made as a result of the need for a revision of the internal rules of the Congress identified in the modernization plan prepared by FIU. The Congress intends to use the copies of the other country's internal rules to make a comparative review and analysis so that their own internal rules can be revised to streamline and strengthen their parliamentary process.

5. New Role of the Legislature Conference held in Panama City, Panama October 27, 1992

Under bi-lateral auspices, Florida International University held a one-day seminar in Panama city titled the "The New Role of the Legislative Assembly in Panamanian Democracy". The specific objectives of the seminar included:

- a) raise the awareness among the members and staff of the Legislative Assembly of the ongoing modernization efforts of the Legislative Development Committee in the Panamanian Assembly;
- b) to heighten Assembly members' awareness of the experiences of other Congresses in Latin America (particularly Chile) that have re-opened after a military government and the challenges faced in following a military government;
- c) to discuss the actual and historical experience of the Panamanian Assembly;
- d) to plant seeds for further legislative development activity such as the career track and professional staffing of the Legislative Development Committee, the upcoming staff training and the installation of the legislative information system (LIS);
- e) to call public attention to the efforts of the Legislative Assembly to strengthen itself as an institution;
- f) to mobilize further public and institutional support for the Legislative Assembly and its modernization effort.

The program and activity report are appended in Attachment C. Regional funds for this activity were used solely to offset a portion of the administrative and organizational costs.

6. Graduate Degree Program participant Estela Koyner begins four month program at the University at Albany

As the third accepted candidate for the graduate studies program, Ms. Koyner traveled to Albany in August to begin her studies, and will complete them in December.

7. Ongoing Legislative Information System (LIS) Technical Assistance

Throughout the reporting period, The Center for Democracy and Florida International University continued to provided on-going technical assistance for the Legislative Development Project in the LIS area for both design and purchase of computer systems and equipment. The LIS effort at FIU is led by School of Public Affairs and Services Assistant Dean Manuel Lorenzo.

During this period, Assistant Dean Lorenzo has coordinated the FIU effort in support of the Panama Buy-In to the regional project as the process of providing approximately \$200,000.00 of LIS equipment to the Legislative Assembly of Panama continued. During this period, the

final determination of the equipment to be ordered was completed, orders were placed with the selected vendors, and the process of receiving, inventory recording, and testing of the equipment was set into place.

The Center for Democracy scheduled a U.S. training visit for the newly-hired Director of Information Systems at the Legislative Assembly. Intensive software training and site visits to Tallahassee and Miami were on the schedule, which was canceled due to reservations expressed by AID. Caleb McCarry will work with USAID and Mr. Solis to reschedule according to time and programmatic limitations. *(Please see Attachment D.)*

8. Administrative Matters

The Center for Democracy began discussions with AID regarding funding for the third year and revising of the list of outputs for the Cooperative Agreement. AID responded by stating that they were not prepared to authorize any further expenditures of AID money except for those approved on a case-by-case basis until after completion of the mid-term program evaluation (see *Consortium Activities* section). On October 21, 1992 Patti Williams, Caleb McCarry and Kristi Bessette met with Sharon Isralow and Debra McFarland to review financial analysis on the Consortium prepared by The Center for Democracy. This resulted in the October 26 letter from Sharon Isralow *(appended in Attachment E)*.

Problem Areas:

The Center for Democracy continued to work towards resolving how the remaining time and resources of the Regional project will be allocated, both within the Consortium and to various activities.

III. SCHEDULING

- Under the Nicaragua bi-lateral project, The Center for Democracy will field a team to Nicaragua to provide technical assistance in the development of Legislative Information System.
- Florida International University will field a team to Belize to provide short-term technical assistance to the National Assembly.
- The Center for Democracy anticipates requesting authorization to provide assistance to the National Congress of Guatemala in their effort to host the Meeting of the Presidents of Central American Legislatures.
- The Center for Democracy and the Center for Legislative Development have been asked to make a presentation at the Democratic Initiatives Officers Conference being held in Williamsburg, Virginia December 9-13, 1992.

IV. Status of Buy-Ins

We are awaiting a decision by USAID/Dominican Republic for a possible buy-in.

V. CONSORTIUM ACTIVITIES

This section is designed to provide information on the activities and administrative development of the Consortium itself. Funding, staff adjustments and other issues that affect the operation of the Consortium are discussed here.

On August 13, 1992 representatives from the University at Albany (Professor Abdo Baaklini, Dr. Charles Dawson, and Ms. Linda Donovan) met in Washington with representatives of the Center for Democracy to discuss the status of the Regional project, to review financial positions and to meet with AID/OIT officials regarding clarification of participant training activities conducted by the Consortium.

Sharon Isralow requested a management review of the Consortium by professional evaluators. Their first visit to the Consortium was to the Center for Democracy on June 29, 1992. They then met with the University at Albany on August 5, 1992 and Florida International University August 13 - 14, 1992. As a result of these meetings and various additional ones requested by the assessors, a report was prepared and *is appended in Attachment F. Please see Attachment F* for the Consortium's October 13, 1992 response.

Third year budgets were presented to AID on Wednesday October 21, 1992.

On Wednesday, October 28, 1992 Caleb McCarry met with Dr. Jennie Lincoln and Ms. Francine Marshall of Creative Associates International; the purpose of this meeting was to discuss the mid-term program evaluation which has been requested for the project by AID. Dr. Lincoln and her team will be meeting with all members of the Consortium, as well as conducting interviews with program participants in Central America in order to provide an assessment of the success the Consortium has had in meeting the goals set for it by AID at the beginning of the project. A preliminary report of their findings is expected sometime in January 1993. This evaluation will be discussed in more detail in the next Quarterly Report.