



Federação de  
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da America Latina  
e do Caribe



## THIRD CONTEST

# AFFIRMATIVE ACTIONS TO PROMOTE THE PARTICIPATION OF WOMEN IN LOCAL DECISION MAKING



III CONCURSO REGIONAL



acciones afirmativas promotoras de la

# Participación de las MUJERES en el PODER LOCAL

Cierre de presentación de candidaturas 31 de enero 2003 [www.pgualc.org](http://www.pgualc.org) • [www.unifem.org](http://www.unifem.org) ♦ Mayor información al reverso



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# INVITATION

## 1. SUPPORT

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The United Nations Universal Declaration of Human Rights signed on December 10, 1948, consecrated the idea of equality between women and men and affirmed that all people have all the rights and freedoms proclaimed in this Declaration, without distinction of race, colour, or sex. Twenty years later, two International Agreements on Economic, Social and Cultural Rights, and also on Civil and Political Rights were extended to include equal rights for men and women in all aspects of life. In addition, the Vienna Declaration of 1993 recognised that the rights of women and girls are indivisible from universal human rights.

At the end of the decade of women the States ratified the Convention for the Elimination of All Forms of Discrimination Against Women, established in 1981. They assumed the commitment to enforce the principles of the Declaration and to adopt the necessary means to abolish discrimination in all its forms and manifestations.

Likewise, the Platform for Action defined in the United Nations Fourth World Conference on Women, held in Beijing in 1995, strengthened the universal nature of human rights for women, young women and girls and highlighted the commitment of the States to protect and promote them.

In 1994, within the inter-American system, the Organisation of American States approved the Inter-American Convention to prevent, punish, and eradicate violence against women. This Convention is known as the Convention of Belém do Pará. It recognises that gender violence violates the human rights and fundamental freedoms of women, inhibiting their capacity to exercise them.

Additionally, the Global UN Conference on Human Settlements, Habitat II, held in Istanbul in 1996, acknowledged that local governments (municipalities) play



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an important role in their countries and are also key actors within the UN. Special significance was attributed to their central role in the establishment of societies where development, peace, justice and democracy are essential. The Habitat Agenda included several decisions and recommendations to guarantee the exercise of the rights of women and girls.

All nations, including local governments, must guarantee that internal rights and practices protect and promote human rights in the same way as International Law. In the past few years, an increasing number of women have been elected or appointed to high-ranking public posts, thus improving women's access to politics. As a result of this, a large number of municipalities have established innovative policies and programs according to the demands and agendas of women and girls living in their communities.

The Latin American and Caribbean Federation of Women in Local Government, created in September 1998, which is currently composed of women mayors and council members from twelve countries, has as its main objectives to foster the involvement of women in politics; to improve gender equality in local development planning and public management; to promote national women's organisations in municipalities, to provide training; and, lastly, to improve networking between women in local governments at international level.

Within the framework of the Global Campaigns of the United Nations for the Human Rights of Women and Girls and for Good Governance, and with the objective of obtaining commitments from the States, two regional competitions were launched. The first was called "Outstanding municipalities which have improved the Rights of Women", held in 1998, and the second, "Affirmative Actions to Promote the Participation of Women in Local Decision Making", which was held in 1999.

In response to the success of these two regional contests the United Nations Development Fund for Women -UNIFEM, the Urban Management Program for Latin America and the Caribbean -UMP-LAC, and the Latin American and Caribbean Federation of Women in Local Government FEMUM-LAC, launched the present invitation to the Third Regional Contest. The goal of these contests is to reward affirmative actions that promote the participation of women in local decision-making. The enforcement of these actions should be guaranteed through policies, plans and programs, while at the same time incorporating new proposals, methodologies and resources.

## 2. OBJECTIVES

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- To make visible experiences and approaches that guaranty the human rights of women and girls as well as the promotion of equality between women and men by municipalities in Latin America and the Caribbean.



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- To disseminate the potentials that the instruments for the formulation of policies, plans, programs, and municipal budgets that favor the exercising of rights of women and girls.
- To create a space for the dissemination of knowledge and to stimulate the realisation of new actions that allow the full exercise of human rights by women and girls at the local level.
- To support the systematisation of experiences, policies, methodologies, studies and actions achieved by local governments or with their support, especially through participatory means that guarantee the rights of women, girls and gender equality.
- To promote the exchange of local-to-local and local to regional management experiences and municipal actions that strengthen the exercise of the rights of women of all ages.
- To support institutions and organisations working in this field, seeking to improve access to information, methodologies, proposals, legal frames, participatory mechanisms for the definition of policies, programs and gender sensitive budgets.

### 3. THE CONTEST

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#### THE PRIZES

Three prizes will be awarded to three Municipalities that will be selected by the Contest Award Committee . Additionally, an exchange and co-operation fund will be created to allow winning Municipalities to host delegations from other Latin American and Caribbean cities interested in learning about this experience. Likewise, winner cities may send policy and technical experts to other Municipalities to provide training. In the two previous contests, this fund was used in ten opportunities or exchange sessions

#### CRITERIA

This invitation is extended to all Latin American and Caribbean Municipalities.

Entries will be judged against the following criteria. Actions undertaken must be verified with the relevant documents.

#### a) Specifications

- What are the mandates, laws or legal framework, and the concrete actions implemented or modified to recognise women's rights?



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- What are the instances created and their level of hierarchy within municipal governments that propose plans and projects to promote the exercise and realisation of women's rights as well as gender equality?
- What percentage of municipal resources are dedicated to these instances, plans and projects?, or to what extent is gender perspective taken into account when producing the Municipal budget ?
- Other concretisation modalities .

#### **b) Participation**

- Have several groups from society (such as women's organisations and/or groups, NGOs, the private sector, different government levels) participated in defining policies and mandates and/or as beneficiaries? Explain how .
- Was an agreement possible between the various participants from different sectors? What were the agreements between actors and who were the actors?
- What mechanisms of participation were set up and what level of institutionalisation did they reach?
- How is women participation in these mechanisms promoted by the Municipality?
- What accountability and social monitoring or citizen surveillance mechanisms have been established?
- How was this experience and its implications disseminated?
- Other participation modalities

#### **c) Significance**

- Does the experience represent a genuine change in policies? Explain why .
- Is this experience unique and/or innovative within the local context? Explain why.
- Is the experience a significant modification of relations between men and women in local development? Explain how or in what sense.
- Other significant aspects

#### **d) Impact**

- Do the policies and actions widely apply to women living in the city? Explain how.
- Do threatened women and girls receive special care? Through which mechanisms?
- In which way have these women improved their conditions?
- Have the capacities and influence of these local women's groups been strengthened? Explain how, in what way?
- Other impacts.

#### **e) Sustainability**

- Which proposals, methodologies and resources have been incorporated to guarantee the practice of women's rights through this experience?



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- What is the institutional infrastructure responsible of monitoring this initiative?
- How has the government, the decision making process, the legal framework, the production of budgets, accountability, etc., changed as a result of this experience?
- What organisations and channels and municipal actions have been established to promote the participation of women in the economic system?
- Other sustainability mechanisms .

#### **f. Innovation**

- The experience represents an innovation in local management?. Explain how.

Special attention will be given to municipal actions that relate women and girls' rights with the fight against poverty, increased women's participation, adequate environmental management and special care for discriminated women and girls (race, unemployment, girls in danger, women heads of family, etc.)

### **4. TOURING EXHIBITION**

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All the experiences submitted should contain a presentation, which will be part of a touring exhibition, "Affirmative actions to promote the participation of women in local decision making". The exhibition will travel through several Latin American countries during 2003. Format and presentation specifications for the presentation are detailed in the annex.

### **5. PRESENTATION OF APPLICATIONS**

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Applications may be submitted by the head of the local government or the town council; by associations of national or regional municipalities; by centers, foundations and NGOs working with local development issues; by women's organisations, co-operation agencies, community organisations, government agencies working on decentralisation and social issues.



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Applications should contain the following information:

- a) Contact information:  
Name of the Municipality  
City  
Address  
Name of the Mayor  
Term  
Title of the entry  
Name of the person responsible  
Address, telephone number, fax number, e-mail address.
- b) Executive summary to justify the application: outline of best practice, example or experience in 300 words
- c) Principles of the best practice, example or experience in 3 to 6 pages, including: social, economic and cultural context in which the experience was developed (former and present); local government and municipal policy characteristics; description of experience; source and key participants to launch the experience; obstacles to overcome; different group participation (NGOs, women's groups, private sector, state or national governments); strategy to guarantee monitoring and implementation of changes.
- d) Experience outcomes: changes in legal framework and in political - administrative structures; impact on women's lives and in relations with men within the context of local development.
- e) Human and financial resources (source)
- f) Lessons learned from the experience
- g) List of persons and institutions guaranteeing and supporting this application (special consideration will be given to support received from women's organizations)
- h) Support documentation
- i) Graphic presentation.

Applications may enclose videos, photographs, publications and any other graphic material considered of interest. The presentation text should be presented in a 3-½ floppy disk in Word Office 97 or later versions or in rtf.

## 6. TIMETABLE AND SELECTION PROCESS

### Submission of Applications

- **PRESENTATION OF APPLICATIONS:** between SEPTEMBER 2002 and JANUARY 2003

The attached pre-application form must be delivered to the address below no later than December 31, 2002.

- **CLOSING OF SUBMISSION PERIOD :** JANUARY 31, 2003



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Deadline for submission of completed applications, with all the required information. The date in the postal seal must be the maximum date allowed for delivery or an earlier date.

- **EVALUATION OF APPLICATIONS :** 15-16 FEBRUARY 2003

All applications will be reviewed by at least two members of the award committee . Applications recommended to receive the award will be reviewed by the committee in full, which will meet as jury for the final selection . In certain cases, the committee may request more information on the applications.

- **ANNOUNCEMENT OF VERDICT :** 20 FEBRUARY 2003
- **AWARDING CEREMONY :** 5 MARCH 2003

The award will be delivered in a city yet to be defined and will be presided by the city government.

## **7. ADDRESS WHERE APPLICATIONS SHOULD BE SENT**

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All documents related to applications should be sent to: Urban Management Program Municipality Contest  
**P.O. Box: 17-01-2505**  
Quito - Ecuador  
Tel/Fax: (593-2) 2583 961 - (593-2) 2282 361  
Email: [pgu@impsat.net.ec](mailto:pgu@impsat.net.ec) , [patricia@pgu-ecu.org](mailto:patricia@pgu-ecu.org), [pgu@pgu.ecu.org](mailto:pgu@pgu.ecu.org),  
Information: [www.pgualc.org](http://www.pgualc.org) [www.unifem.org](http://www.unifem.org)

## **8. AWARD COMMITTEE**

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The award committee has the following members:

- Federation of Women Municipal Authorities of Latin America and the Caribbean
- United Nations Development Fund for Women, UNIFEM
- Urban Management Program for Latin America and the Caribbean, UMP-LAC / UN-HABITAT
- Municipality of Gijón, Principality of Asturias – Spain, and
- Government of host city.

## **ORGANIZERS**

- **UMP-LAC / UN-HABITAT**  
United Nations Urban Management Program for Latin America and the Caribbean





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- **UNIFEM**  
United Nations Development Fund for Women
- **FEMUM-LAC**  
Federation of Women Municipal Authorities of Latin America and the Caribbean

## SPONSORS

- Municipality of Gijón, Principality of Asturias, Spain
- **UMP-LAC / UN-HABITAT**  
United Nations Urban Management Program for Latin America and the Caribbean
- **UNIFEM**  
United Nations Development Fund for Women



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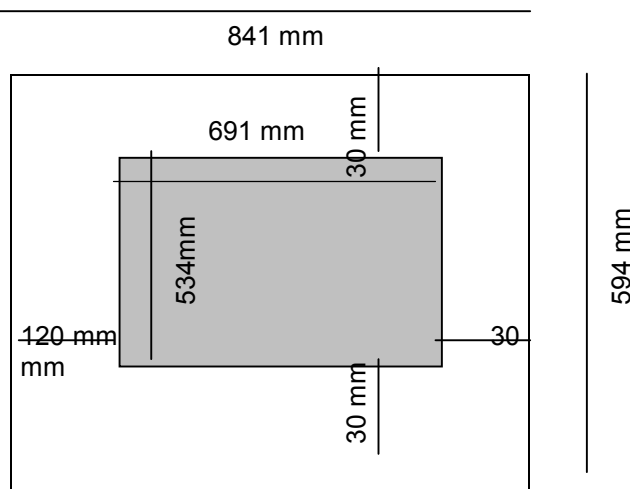
## GUIDE TO GRAPHIC PRESENTATIONS

### 1. FORMAT

The plates should be presented in rectangular DIN A1 format (594 mm x 841 mm), using cardboard and 1 mm thickness Bristol board, according to the margins presented in the following diagram.

- The shaded area (543 mm x 691 mm) shows the available space for the presentation.
- The plates should be presented with a plastic cover.

### 2. DIAGRAM OF GRAPHIC PRESENTATION



### 3. PRESENTATION

The use of any technique is allowed. It is recommended to create an attractive and easy to read design.

- Texts, graphics, tables, photographs, maps, etc. may be included. All presented material must have two dimensions. Materials must not exceed the prescribed size, and must be flat in form.
- The use of a font no smaller than 4 mm is recommended. In titles and subtitles the use of fonts no smaller than 6 mm is recommended with emphasis in colour and lines. Texts and titles may be hand-written or typed.

### 4. CONTENTS

There is no restriction related to documentation. Nevertheless, it is recommended to cover the following aspects:

- Detailed localisation: maps allowing to locate where the experiences took place.
- Background and history: Source, key dates, institutions and other related groups.
- Description: Contents, goals, methodology, characteristics, technologies, resources, financing and beneficiaries.
- Lessons learned: Impacts, outcomes, lessons, suggestions and recommendations.

### 5. ONE EXPERIENCE – ONE PLATE

Each experience should be presented in one plate. Works presenting more than one experience by plate will not be accepted.

- The plates will be used as originals, therefore it is recommended to contact experts in graphic design.

