



City of Albuquerque Information Technology Services Division Data Management

Data.cabq.gov Core Metadata Requirements

Contact Information

Who is the contact for this dataset? The contact will be the City employee who is accountable for the data provided in this dataset and can act as front-line support in the event of any questions about the data.

Name	Amy Bailey
Department/Division	City Clerk
Phone	505-924-3651
Email	abailey@cabq.gov

What Does this Dataset Describe?

What is the name of this dataset? How should a user identify this dataset in any communication with contact above? Provide a shorter description of the Dataset that can act as a one-line summary of the dataset when dealing with stakeholders. Provide a longer description of the data that can be readily understood by non-technical users.

Dataset Title	Campaign Contributor Vendor Report
Short Description	Report containing City vendors that have made contributions to campaigns.
Full Non-Technical Description	
Report containing active City vendors that have contributions made to recent campaigns.	

How Should this Dataset be Cited?

How should external sources refer to this dataset in publications or documentation? Often this will simply be the URL and the date retrieved.

<http://data.cabq.gov/government/campaignvendor/CampaignContributorVendorReportCABQ-en-us.csv>
<http://data.cabq.gov/government/campaignvendor/CampaignContributorVendorReportCABQ-en-us.xml>

Does the Dataset Reflect a Particular Time Period?

Provide any date restrictions that may affect the validity of the data. The table fields are defined as follows:

<i>Field</i>	<i>Definition</i>
<i>Start Date</i>	<i>Start date of the time period within which this data falls. Format: MM/DD/YYYY HH:MM:SS.</i>
<i>End Date</i>	<i>End date of the time period within which this data falls. Format: MM/DD/YYYY HH:MM:SS.</i>
<i>Dataset Refresh Interval</i>	<i>Time period between Dataset refreshes. Format: “nn [seconds minutes hours days weeks months years]” or the word “Static” if never refreshed.</i>
<i>Data Expiration Date</i>	<i>Date after which the data must be considered stale and no longer of sufficient utility (fit-for-purpose). Format: MM/DD/YYYY HH:MM:SS.</i>
<i>Dataset Review Date</i>	<i>Date after which this dataset will be reviewed by the City for utility (fit-for-purpose) and usage. Format: MM/DD/YYYY HH:MM:SS.</i>
<i>Comments</i>	<i>Specific comments related to any time-specific features of this dataset.</i>

Start Date	August 2003
End Date	Current
Dataset Refresh Interval	Daily
Dataset Expiration Date	N/A
Dataset Review Date	N/A
Comments	
The files are in a XML and CSV format.	

Dataset Definition/Format

Provide a field-by-field breakdown and definition of each record. This section acts as the formal data dictionary for an individual record.

XML Format

Field Name	Format	Description
VENDOR_NAME	xs:string length=82	The name of the company where the contributor was employed
CANDIDATE_OR_COMMITTEE	xs:string length=152	Candidate or the measure finance committee receiving the contribution
CONTRIBUTOR	xs:string length=152	The name of the person making the contribution
VENDOR/CONTRIBUTOR RELATIONSHIP	xs:string length=24	The relationship of the contributor to the vendor (e.g. employer, owner)
CONTRIBUTION REPORTED	xs:dateTime	The date and time that the contribution was reported
CONTRIBUTION	xs:long scale=2 precision=1	The amount of the contribution

CSV Format

Field Name	Format	Description
VENDOR_NAME	string	The name of the company where the contributor was employed
CANDIDATE_OR_COMMITTEE	String	The name the candidate or the committee that the contribution was contributed to
CONTRIBUTOR	String	The name of the person that made the contribution
VENDOR/CONTRIBUTOR RELATIONSHIP	String	The relationship of the contributor to the vendor
CONTRIBUTION REPORTED	dateTime	The date and time that the contribution was reported
CONTRIBUTION	Double	The amount of the contribution

Dataset Technical Description

Provide a technical description of the dataset. This should be a complete technical description aimed at developers and expert users who need to understand the scope, strengths and limitations of the dataset.

File Name	File Description
CampaignReportFinalizedVersionCABQ-en-us.csv	File contains City vendors that have made contributions to campaigns in CSV format.
CampaignReportFinalizedVersionCABQ-en-us.xml	File contains City vendors that have made contributions to campaigns in XML format.

Dataset Assumptions

What technical and business assumptions are implied in the creation of this dataset? Examples could include the way in which a salary figure was calculated or data that was omitted for a specific reason.

- Data is updated daily to reflect the previous day's transactions.

Please note the following:

- The accuracy and timeliness of this information remains the sole responsibility of the Candidate or the Chairperson of a Measure Finance Committee.
- The Candidate or the Chairperson of a Measure Finance Committee may enter, edit or amend current or previous period's statements and bears the responsibility of finalizing (submitting) all statements. This is not considered public information until it is finalized (submitted).
- Once the Candidate or the Chairperson of a Measure Finance Committee finalizes their data submission, the reports will include any amendments and/or late filings from previous General Statements, Quarterly Statements, and Runoff statements.
- Campaign finance is determined by requirements from state and municipal legislation. We assume that users of this data are familiar with this background legislation.

Who Produced the Dataset?

Which department in the City produced this dataset? Note that this might not always be the data owner. An example of this could be a dataset that ITSD produced on behalf of EHD who owned the data.

The ITSD Division of the Department of Financial and Administrative Services produces this dataset. Data is entered directly by Candidates and Measure Finance Committees. The data is periodically audited by an elections auditor.

Who Owns the Data?

Where did this data originate? Who owns the data used in this dataset? Note that this might not always be the dataset producer. An example of this could be a dataset that ITSD produced on behalf of EHD who owned the data.

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Why was the Dataset Created?

All datasets should have an explicit reason for existence and should, somehow, have value to someone. What is the perceived value that this dataset will bring?

To provide citizens with a way of seeing which City vendors may also contribute to campaigns.

How was the Dataset Created?

How was this dataset produced? Was it a manual process? An automated process? What were the main IT systems involved in producing this dataset?

Data is entered directly by Candidates and Measure Finance Committees, while active vendors are retrieved from the City's ERP system. The data is periodically audited by an elections auditor.

This dataset was created using an application called IBM Cognos using data from the Campaign Reporting Application and the ERP system. The data is updated daily.

What Similar or Related Data Should the User be Aware of?

Are there any other datasets available that may contain related or similar information? Might there be situations in which these other datasets might be a better alternative?

Campaign Report Finalized Version

<http://data.cabq.gov/government/campaignfinalized/>

Voting Locations

<http://data.cabq.gov/government/votinglocations/>

Campaign Reporting

<http://www.cabq.gov/clerk/campaign-reporting>

How Reliable are the Data?

Are there any concerns about overall data reliability? Are there any data problems that the user needs to be aware of? Are there any constraints with data accuracy? What levels of confidence with this dataset could the user reasonably assume?

Contributions and expenses are entered by candidates and measure finance committees. This dataset makes no assumptions as to the accuracy and correctness of the data entered. However, once the data has been entered, the data is considered to be reliable and is periodically reviewed and audited by election auditors as part of the election process.

How Well Have the Observations Been Checked?

What quality assurance steps have been performed? Sometimes, a third-party verification/audit process may also be required. If so, provide the name of the third-party who performed the verification.

The data was verified by the data owners and ITSD Division and is reviewed periodically by election auditors as part of the election process.

Are there Legal Restrictions on the Access or Use of the Data?

Are there any specific legal or compliance restrictions for this data? How might this affect the way in which end users might access and use this data?

Any restrictions on the information is covered at the following URL:

<http://www.cabq.gov/about/legal>

Legal Disclaimer

The City's standard copyright, disclaimers and legal statements may be found at <http://www.cabq.gov/about/legal>. The City data policy governing data.cabq.gov may be found at <http://data.cabq.gov/policy/>.