

Strategic partnership funded by Interreg Baltic Sea Region
Programme
Project: “Empowering Participatory Budgeting in the Baltic Sea
Region – EmPaci”

Documentation of 1st PB pilot

**Municipality Suoyarvskoye Urban Settlement,
Republic of Karelia (Russia)**

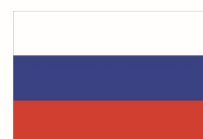
(for the full report of all pilot municipalities, see main document)

GoA 2.3 Output 2



EUROPEAN UNION

EUROPEAN
REGIONAL
DEVELOPMENT
FUND



WITH FINANCIAL
SUPPORT OF THE
RUSSIAN
FEDERATION

December 2021

Status: Final

Responsible for the content solely publisher/presenter; it does not reflect the views of the European Commission or any related financial body. Those institutions do not bear responsibility for the information set out in the material.

Content

Municipality Suoyarvskoye Urban Settlement, Republic of Karelia/Russia	3
1. Situation before the PB implementation	3
2. Development of the 1st PB pilot	4
3. Implementation of the 1st PB pilot	10
4. Results of 1st PB pilot	15
5. Assessment of 1st PB pilot and enhancement for 2nd PB pilot	20

Municipality Suoyarvskoye Urban Settlement, Republic of Karelia/Russia

1. Situation before the PB implementation

Municipality-related factors

1. The PB is implemented for

☐ District ☒ Municipality ☐ Planning region

2. The budget cycle of the public authority is

☒ Annual ☐ Bi-annual

3. The financial situation of the public authority characterised by

☐ Excess revenues ☒ Nearly balanced revenues and expenses ☐ Excess expenses

4. With respect to the repayment of incurred debt, the public authority is confronted with

☒ No difficulties ☐ Difficulties to repay debts over an extended period of time

5. In the public authority, the council always has the final decision right about the implementation of voted PB projects (by local/national) laws and regulations:

☒ Yes ☐ No

The results of citizens' voting are taken into account by the Council when making its decisions. Decisions of the Council, formalized in the form of Decree, are obligatory for implementing by the Administration of the municipality.

If yes, it is prescribed by local/national laws.

☒ Yes ☐ No

It is prescribed by an own PB regulation.

☒ Yes ☐ No

Citizen-related factors

6. The citizenry is composed as follows:

6a. Number of citizens:	8 607
6b. Share of females (% of citizens):	54%
6c. Share of persons aged below 18 (% of citizens):	18%
6d. Share of persons aged 66 and above (% of citizens):	37%

6e. Share of unemployed persons (% of citizens): 1,4%

6f. Share of unemployed females (% of unemployed persons): 27%

6g. Particularities of the population are the following:

Suojarvi faces stable decline of population since early 1990s. The population of the settlement has declined from 11 700 people in 1989 to 8 607 people in 2021. There are no higher education institutions or specific workplaces designed for young people, so they leave to Petrozavodsk and Saint Petersburg and most often stay there after graduating a university.

PB process-related factors

7. PB is prescribed by law in the country / public authority:

☐ Yes ☐ No

Partly (There are general requirements for the PB procedure, but there is no requirement for the mandatory presence of the PB itself)

7a. If yes, based on this law / regulation: Federal Law of 06.10.2003 N 131-FZ (as amended on 21.07.2020) "On the General Principles of Organization of Local Self-Government in the Russian Federation" <http://www.kremlin.ru/acts/bank/20035>

8. PB was implemented before the EmPaci PB pilot:

☐ Yes ☒ No

2. Development of the 1st PB pilot

Citizen- and PB process-related factors

9. PB is implemented to realize the following objectives:

The main objective of introducing PB in Suojarvi is to reduce the level of conflict between citizens and the leadership of the municipality.

Before the decision was made to introduce PB in Suojarvi, the situation was as follows: The relatively low standard of living in the municipality and the shrinking economy lead to an outflow of residents from the region and an increase in discontent and protests against the leadership of the municipality.

The introduction of PB is not required by current legislation, but the Administration saw in it the potential for smoothing out the conflict situation by involving citizens in making financial decisions at the local level. Citizen involvement should bring the following expected benefits:

- Better awareness of residents about the limited powers and financial capabilities of the Administration;
- The emergence of an opportunity for citizens to speak out and be heard about the most popular areas of development of the territories;
- Direction of finances to solve the most pressing problems indicated by residents;
- Expanding the range of ideas on possible new sources of budget replenishment.
- As a consequence of the above - an increase in the quality of life, a decrease in protest moods and an increase in the level of satisfaction with the activities of the Administration.

10. The following target groups are aimed to be involved in PB

In general, all interested adults in the municipality are going to be involved in the PB processes.

However, based on the need to achieve the above objectives, special attention will be focused on the following target groups:

- Owners and managers of small and medium-sized enterprises located in the municipality
- Citizens- Opinion leaders.

10a. Reasons, why these specific target groups were selected:

Owners and managers of small and medium-sized enterprises located in the municipality. They are most active in criticizing the Administration and have authority among citizens.

- Citizens- Opinion leaders - the most active citizens (all ages, gender, profession, social status) who actively publish articles in specialized groups of the social network and speak at meetings. The attitude of residents towards them is ambiguous, but due to their active position, they have the opportunity to hinder constructive dialogue and impose discussion of problems beyond the competence of the Administration and the Council.

11. Based on the analysis of the citizen survey, the following needs of citizens were taken into account for PB implementation:

An earlier study showed an approximately even distribution of citizens' interests in participating in decision-making in various areas, but the established practices shift the focus to enhancing urban environment projects (playgrounds, sport facilities in public areas, city squares, parks, etc.).

PB process-related factors

12. The following steps were undertaken to develop ideas and concepts for the PB process:

In making the decision to initiate the PB implementation project in the municipality, the following persons took part:

- Head of the Municipality Administration
- Deputy Head of the Municipality Administration
- Head of Department for Economics
- Municipality Council
- EmPaci Project partner representatives (PP15, PP16, PP17)
- Experts from the RANEPa (have prior experience in implementing PB in Russia)
- Residents of the municipality (in person and through a thematic group on a social networks <https://vk.com/nash.gorod.suoiarvi> (3 500 subscribers), <https://vk.com/suogp> (2 300 subscribers), <https://vk.com/club33208954> (7 500 subscribers))

The following steps were undertaken:

- The first discussions on the possibilities and forms of PB implementation in Suojärvi began in the fall of 2019, but the real preparations began only after the completion of the surveys and the preparation of the Status Quo Reports in the spring of 2020. Due to the remoteness from the location of the project partners and the COVID-19 restrictions, the subsequent discussions were conducted mostly remotely and slowly.
- The project partners prepared and in August 2020 presented to representatives of the Administration and Council of the municipality the experience of introducing PB in other regions of Russia and countries, as well as the results of an earlier citizen survey. There was a general understanding of interest in PB introducing in the municipality.
- A draft of the PB Concept was prepared jointly by the partners and experts of RANEPa (Russian Academy of National Economy and Public Administration, North-West Institute of Management) and Otmetky.com platform and discussed with the Administration and Council of the municipality.
- Two working meetings of the Administration and Council with the project partners and experts from RANEPa and Otmetky.com platform were held to form the final version of the PB Concept in the municipality and a roadmap for its implementation.
- The Concept was approved by Council and an order was given to the municipality Administration to start implementing the roadmap in December 2020.

12a. Internal training activities were organised: ☒ Yes ☐ No

The training activity was implemented in the form of a series of informal meetings of project partners and experts from RANEPa with representatives of the Administration and Council of the municipality in order to inform about the nature, goals, benefits and difficulties of the municipal PB and to discuss complex issues of its implementation and organization of interaction with residents.

13. Citizens were involved in the development of the PB cycle the following way:

The data about citizens' views on PB obtained in course of the citizen survey in 2020 were used in the in the development of the PB cycle. For example, the survey showed that online participation in PB processes is acceptable for more than 30% of citizens, and this made it possible to make a decision on the priority use of social networks in the first PB pilot.

Before the adoption of a decision on PB implementation, an information on the nature, goals and objectives of PB implementation in Suojärvi were published in the social network groups (<https://vk.com/nash.gorod.suoiarvi>, <https://vk.com/suogp>, <https://vk.com/club33208954>) for its discussion by residents. Feedback and suggestions from citizens were registered and taken into account by the Council of the municipality when forming the final version of the PB Concept. Thus, in order to comply with the COVID-19 restrictions and ensure the adoption of qualified and quick interim decisions, citizens proposed to create a permanent working group that will be trained in the basics of municipal budgeting and initiatives feasibility checks. This proposal has been included in the current version of the PB Concept.

14. Citizens were informed about PB initiation in the following way:

publications in VKontakte (social network) - <https://vk.com/suogp>
 – 25 Jan, 2020 - https://vk.com/suogp?w=wall-98111477_3304

Official web portal "Suoyarvskoe urban settlement"

– 25 Jan, 2021 - http://suojarvi-gp.ucoz.ru/news/iniciativy_gorozhan_suojarvi/2021-01-25-1979

14a. An own dissemination & communication plan was developed for this: ☐ Yes ☒ No

15. These were the (internal and external) main promoters and success factors in the development of PB:

The main promoters were:

- Council and Administration,
- Active citizens – volunteers,
- Otmety.com platform team,

Among the main success factors are:

- The Administration and Council are interested in increasing of citizens' degree of satisfaction as result of their involvement in the decision-making processes in the PB framework.
- High level of IT readiness of citizens, which allowed the effective use of online engagement tools.

16. These were the main opponents and hindrances in the development of PB and it was coped with these in the following way:

Political hindrances: The legislation allows the use of the PB model as a tool for participation in the competition of the Ministry of Construction of Russia in order to obtain a subsidy for the improvement of the territory. This model is very popular in Russia, but the chance of getting a grant is not very high due to strong competition. In case of losing this competition, all efforts to involve citizens will be in vain and the goals that Suojarvi sets will not be achieved. There are many supporters of participation in this competition among the employees of the Administration and the Council, and they create obstacles to the introduction of the PB model, which is aimed at involving citizens in the distribution of only the municipality's own funds. Their opposition is expressed in the use of their administrative influence and in the agitation of citizens in favour of building a PB model necessary for participation in the competition. Countering this threat consisted in actively informing citizens about the risks associated with participating in the competition and about the advantages of a more free choice of objects for improvement in the case of choosing a model for the distribution of own municipal funds.

Economic constraints: Suojarvi's budget is relatively poor. The possibilities of spending it at the discretion of citizens are limited by its small size, which raises doubts about the effectiveness of the idea of involving citizens in its distribution. An idea is being formed that the involvement of citizens in PB processes will lead not only to a more efficient distribution of available funds, but also to the emergence of new sources of budget replenishment.

Legislative Restrictions: There is no requirement to have PB in a municipality, and a recent Federal law (adopted 21.07.2020) imposes restrictions on the design and execution of PB processes (For example, the Council and the Administration may consider initiatives submitted by at least 10 citizens jointly).

17. A project team for the PB development was formed:

☒ Yes ☐ No

17a. If yes, the project team was composed of the following functions and it was organized as follows:

Stakeholders (outside the project team): main beneficiaries and regulatory authorities - Are the source of needs to be met through project implementation and regulatory constraints.

Project Board: Advisory and governing body, consisting of representatives of:

- Administration (funds manager - Head of Administration)
- Council (making key project decisions - Chairman of the Council)
- Citizens (mostly online) and Active citizens- Volunteers (mostly offline) (Formulation and clarification of needs)
- Suppliers of goods and services necessary for the implementation of the project (mainly representatives of local small and medium-sized businesses).

Project Manager: Day-to-day management of the project - Deputy Head of Municipality Administration.

Project Support: Expert support (EmPaci Project partners, Invited PB Experts) & Administrative support.

Team Managers: Consultants and implementers of approved initiatives (Suppliers, Architects, Specialists in engineering infrastructures...)

17b. When and where are different types of resources (people, knowledge, funding) needed and made available in the pilot cases

Information phase: Preparation of information messages and questionnaires for submitting initiatives and their publication in the municipal newspaper and in the social network. (Project Support).

Proposal phase:

- Collection of initiatives through Otmetky.com platform, their classification and systematization (Project Support, Citizens)
- Prioritizing territories most in need of improvement (Project Support, Project Board, Working group)
- Deciding on the choice of territory for improvement

Discussion phase: determining the scope of the improvement project for the selected territory (Discussion and preliminary votes):

- Informing citizens about the selected territory and inviting them to discuss the content of the improvement (Project Support)
- Conduct of a series of online discussions and offline meetings with citizens (Project Support, Project Board, Working group, Citizens)
- The final decision on the choice of the functional purpose of the selected territory, uniting the embodied ideas, the content of the territory.
- Preparation of project documentation for the development of the territory for the final vote (Project Support, Team Managers)

Voting phase: Final discussion and vote to approve a proposed improvement project (Project Support, Project Board, Working group, Citizens)

Implementation phase: Funding, Organization of procurement, monitoring and control of work execution (Project Manager, Project Board, Citizens)

Operational phase: Maintaining the improvements made in working order. Monitoring the benefits received. Extraction of lessons (Stakeholders)

18. For the IT part / online implementation of the PB, the following considerations and steps were taken:

The following channels were used:

- Otmetky.com - Platform with functions of informing, submitting ideas, discussing submitted ideas, rating voting for ideas;
- Official web portal and newspaper "Suoyarvskoe urban settlement" (<http://suojarvi-gp.ucoz.ru/>);
- Thematic groups in the social network VKontakte (<https://vk.com/nash.gorod.suoiarvi>, <https://vk.com/suogp>, <https://vk.com/club33208954>).

20. The following documents, manuals, regulations were developed and used during the development of the PB process:

Federal Law of 06.10.2003 N 131-FZ (as amended on 21.07.2020) "On the General Principles of Organization of Local Self-Government in the Russian Federation",

- The standard for citizen involvement in solving issues of urban environment development, prepared by the Center for Urban Competencies of the Agency for Strategic Initiatives in conjunction with the Ministry of Construction, Housing and Communal Services of the Russian Federation (Moscow, 2020).
- The PB Concept in the municipality

3. Implementation of the 1st PB pilot

21. These are the general steps of the PB process after final approval:

- 1) Information phase
- 2) Proposal phase
- 3) Discussion phase
- 4) Voting phase
- 5) Implementation phase
- 6) Operational phase

21a. Total annual PB budget 112 360,00 EUR¹

21b. Annual PB budget per citizen: 13,05 EUR

21c. If applicable, budget earmarked for related internal work, communications etc.:

Volunteer work. Methodological and organizational support is carried out from the EmPaci project

21d. The PB has been designed as direct democratic tool (citizens' vote = final decision):

☐ Yes ☒ No

The results of citizens' voting are taken into account by the Council when making its decisions. Decisions of the Council, formalized in the form of Decree, are obligatory for implementing by the Administration of the municipality.

21e. The PB is designed for

☐ Region/City projects only ☒ District projects only ☐ Both

¹ 10 000 000,00 RUB, Exchange rate 89.00

21f. Persons eligible participating in the PB:

Age limits: 18 and older

Definition of persons: residents only

Number of persons (in total): 8 607 (total population of the district)

Number of person (% of citizens): 82%

21g. The following actions were taken to ensure that only eligible persons made proposals / voted:

All proposals were accepted only through the Otmetky.com portal which used two methods of authorization:

1. Built-in mechanism that uses VKontakte's social network authorization means. This method allows administrator to filter by city of residence and do a selective check of the VKontakte user's profile. The confirmed correctness of such filtering is about 97%, which meets the requirements of the municipality leadership.
2. Own registration mechanism using the user's e-mail address and contact phone number. This method implies authorization of the user at his/her request after a telephone contact of the Administration representative with him/her. This method is quite reliable but laborious, although it is quite suitable for such a small population of this municipality.

22. These were the specific dates planned for the PB process after final approval of the PB development:

- December 2020 - Launch of a customized Marker portal and testing it by municipality staff.
- January 2021 - informing citizens about the beginning of the first PB cycle through publications on social networks, the official website of the administration, a local newspaper. An invitation to choose a territory for development.
- February 2021 - selection of a territory for development based on the majority of the votes cast and inviting citizens to discuss the functional purpose and filling the selected territory with objects.
- March-April 2021 - Discussion of incoming proposals, identification of citizens' preferences, engineering study and repeated discussions.
- May 2021 - final voting for the formed development project of the selected territory, decision making.
- June - December 2021 - implementation of the approved territory development project.

23. These amendments were made to the plan due to the COVID-19 pandemic:

The most significant restriction in connection with the COVID-19 pandemic is the limitation on the number of participants in meetings. This led to the predominant use of remote discussion and voting methods.

However, the most important decisions were made during the general gathering of citizens, which took place in the cinema building in compliance with all medical restrictions (the meeting on March 14, 2021 was attended by 72 people, which is 1% of all residents who have the right to vote).

24. For citizen involvement in the PB-phases (e.g. information, proposal, co-creation, voting phase), the following steps were taken and events organized:

Information phase: January 2021

Launching the productive operation of the Otmetky.com portal tailored for Suojarvi:

- December 2020 - <https://moi-suoyarvi.ru/>

Publication in VKontakte (social network) - <https://vk.com/suogp>:

- 25 Jan, 2021 - https://vk.com/suogp?w=wall-98111477_3304

Publication in the Official web portal "Suoyarvskoe urban settlement":

- 25 Jan, 2021 - http://suojarvi-gp.ucoz.ru/news/iniciativy_gorozhan_suojarvi/2021-01-25-1979

The number of participants is unknown due to their anonymity (5,9K views (76% of adult residents?))

ATTENTION: All publications in the <https://vk.com/suogp> group (2 300 subscribers) are automatically duplicated in the <https://vk.com/nash.gorod.suoiarvi> (3 500 subscribers) and <https://vk.com/club33208954> (7 500 subscribers) groups, which expands the audience but makes it difficult to count the participants.

Proposal phase: February 2021

Publication in VKontakte (social network) - <https://vk.com/suogp>:

- 10 Feb, 2021 - https://vk.com/suogp?w=wall-98111477_3373
- 18 Feb, 2021 - https://vk.com/suogp?w=wall-98111477_3410

The number of participants is unknown due to their anonymity (420 unique visits (6% of adult residents))

14 initiatives submitted

The ratio of initiatives submitted by men / women 15% / 85%

Discussion phase: March - April 2021

Publication in VKontakte (social network) - <https://vk.com/suogp>:

- 2 Mar, 2021 - https://vk.com/suogp?z=photo-184761945_457240984%2Fwall-98111477_3480
- 4 Mar, 2021 - https://vk.com/suogp?w=wall-98111477_3493
- 4 Mar, 2021 - https://vk.com/suogp?w=wall-98111477_3495
- 16 Mar, 2021 - https://vk.com/suogp?w=wall-98111477_3552
- 19 Mar, 2021 - https://vk.com/suogp?w=wall-98111477_3573
- 25 Mar, 2021 - https://vk.com/suogp?w=wall-98111477_3615
- 25 Mar, 2021 - https://vk.com/suogp?w=wall-98111477_3619
- 26 Mar, 2021 - https://vk.com/suogp?w=wall-98111477_3621
- 7 Apr, 2021 - https://vk.com/suogp?w=wall-98111477_3704
- 7 Apr, 2021 - https://vk.com/suogp?w=wall-98111477_3701
- 24 Apr, 2021 - https://vk.com/suogp?w=wall-98111477_3820

Launching the productive operation of the Otmetky.com portal tailored for the chosen territory in Suojarvi:

- 1 March 2021 - <https://bereg-moi-suoyarvi.ru/>

Publication in the local newspaper Suojarvsky Bulletin:

- 18 Mar, 2021 – “Suggestions will be considered” Issue #11(9269) in paper;
- 26 Mar, 2021 - <https://gazeta-sv.ru/obschestvo/konstruktivnye-predlozheniya-i-zhivoe-uchastie-zalog-uspeha.html>

Face-to-face meetings:

1 March 2011 – Meeting with city activists at the local history museum. Choosing a territory (city embankment) and discussing its possible functional and artistic content. 22 participants.

14 March 2021 - Public meeting of Suojarvi residents in the cinema building. Discussion and approval of the general idea of the city embankment improvement with decoration on the theme of the Karelian epic Kalevala. 72 participants.

24 March 2021 – Meeting with city activists at the local history museum. Discussion and selection of options for functional elements proposed by architects (bridge to the island, wooden sidewalks, pavilions, flower beds, places for sports and recreation). 19 participants.

Voting phase: Apr 2021

Supporting publications and collecting feedback on the social network VKontakte - <https://vk.com/suogp>:

- 7 Apr, 2021 – https://vk.com/suogp?w=wall-98111477_3704
- 7 Apr, 2021 - https://vk.com/suogp?w=wall-98111477_3701
- 24 Apr, 2021 - https://vk.com/suogp?w=wall-98111477_3820

Online discussion and rating voting on the portal Otmetky.com

- <https://bereg-moi-su> <https://bereg-moi-suoyarvi.ru/oyarvi.ru/>

Face-to-face meetings:

- 20 April 2021 - Strategic session with city activists and local businesses. Discussion of the development of the city embankment in the context of general plans for the development of the city. Clarification and approval of the final version of the city embankment development project for implementation. 21 participants.

Implementation phase: May-August 2021

It is planned to periodically inform residents about the status of work on the implementation of the city embankment development project. Also, active participation of citizens in monitoring works is expected and will be encouraged.

25. For the activation of specific target groups of the PB, the following steps were taken and events organized: -

25a. For the activation of women into the PB, the following steps were taken and events organized:

On the whole, there was a good attendance at the events for this target group; special measures to involve women are not required due to their traditionally high activity. (The ratio of initiatives submitted by men / women - 15% / 85%; Participation of men / women in face-to-face meetings – 50% / 50%)

26. The following actions were taken to provide information about PB in a citizen-friendly manner:

Due to the large distribution of a small population over a relatively large area of the municipality, poor transport accessibility (underdeveloped public transport and bad roads), and a good level of Internet accessibility, the local population is fluent in IT gadgets and prefers online tools for communicating with authorities and local governments. For this reason, in order to involve citizens in the PB process, a combination of their familiar social network VKontakte and platforms Otmetky.com (which allows a more systematic collection of proposals and their discussion and voting) was chosen.

27. The following actions were especially taken to achieve a high participation rate:

The greatest special attention was paid to the professional preparation of published texts and their optimal placement, design and promotion in different groups of the VKontakte social network. For this purpose, experts from Otmetky.com were invited.

Also, efforts have been made to customize, localize and simplify the Otmetky.com platform interfaces.

28. The following steps were taken to train the own actors for PB:

31 March - webinar of the Ministry of Finance of the Russian Federation and the Research Financial Institute of the Ministry of Finance of the Russian Federation "Development of initiative budgeting in the subjects of the Russian Federation» (Features of the methodology for monitoring the development of initiative budgeting in 2021)

8 April - "Participatory budgeting and citizens involvement in SPB, Russia and worldwide" (representatives of 50 municipalities of SPB took part), organized in zoom by SPB city administration and European University of SPB.

8-9 April - international expert online panel "Open budget – state policy and ideology of civil participation, organized by Ministry of Finance of the Russian Federation and the Research Financial Institute of the Ministry of Finance of the Russian Federation.

20 and 22 of April – 2-parts zoom lectures for administration of pilot municipality and others municipalities of SPb "Recommendations and conditions for the implementation of yard lighting facilities. 27 registered participants + open broadcasting. A set of presentation slides is available to participants in electronic form.

27 April - zoom seminar "Modern forms of interaction with citizens" 12 registered participants + open broadcasting. A set of presentation slides is available to participants in electronic form.

29. If applicable, the following steps were taken to train actors in other municipalities (outside EmPaci-project):

The experience and specific knowledge gained by the project partners in Suojärvi were used in the implementation of works in other pilot municipalities. In the future, this experience will be systematized, described and will be disseminated both within the framework of the EmPaci project, and between the extensive professional contacts of the Russian partners of the project.

4. Results of 1st PB pilot

31. The PB was limited to certain areas of the budget or priorities of programmes only:

☒ Yes ☐ No

The powers of municipal self-government in the Republic of Karelia are legally limited only by issues of improvement of the inner-city territory and day-to-day maintenance of houses. All engineering networks, roads, home renovations, education, health care, forest and agricultural land and much more are outside the scope of the municipal government.

31a. Proposals and votes were limited to the following areas / priorities:

Two steps:

Information and Proposal phases:

Citizens are invited to submit proposals limited by the boundaries of the municipality on the improvement of any urban territories.

Discussion and subsequent phases:

Co-design, discussion and voting on filling the selected territory with objects of various functional purposes are carried out in relation to only the selected territory.

32a. The proposal phase was implemented in the following way:

The announcement of the start of the proposals phase was published in the municipal newspaper, on the official web page of the Administration and on the social network and was carried out through Otmetky online platform.

The following channels were used to inform citizens about the start of the proposal phase:

- Launching the productive operation of the Otmetky.com portal tailored for Suojärvi: <https://moi-suoyarvi.ru/>
- Publication in VKontakte (social network) - <https://vk.com/suogp>:
- Publication in the Official web portal "Suoyarvskoe urban settlement":

Citizens could submit proposals on the territory most in need of improvement only through the Otmetky.com platform <https://moi-suoyarvi.ru/>.

At the second stage of submitting proposals, citizens could propose elements of filling the selected territory with functional elements through the Otmetky.com platform <https://bereg-moi-suoyarvi.ru/>.

To discuss the submitted proposals in the form of the formulation and comparative assessment of the arguments Pro and Contra, the functions of the Otmetky.com platform were used. In parallel, citizens discussed the submitted proposals on the social network VKontakte and their opinions were recorded. For the rating voting of the submitted proposals, the functions of the platform Otmetky.com were also used.

32b. Number of citizens participating

14 proposals were submitted at the first stage of proposals and 20 at the second stage. The number of participants is unknown due to their anonymity (420 unique visits (6% of adult residents))

32c. Participation rate (% of citizens): 6%

32d. Number of proposals received in total: 34

32e. Main categories of proposals:

In the first stage:

- Construction of the city embankment
- Improvement of the city cemetery
- Arrangement of the fairground
- Restoration of the central library
- Lighting and fencing of the ski track
- ...

In the second stage (For the construction of the city embankment):

- The bridge connecting the embankment and the island
- Wooden walking paths
- Original benches
- Boat rental
- Food points
- Artistic objects in the style of the Karelian epic Kalevala
- ...

32f. Information provided to citizens after completion of the proposal phase:

All residents of the Suoyarvi municipality were informed about the results of proposals submitting phase and about the choice of territory (city embankment) for improvement in this cycle through publications in the local newspaper and on the social network VKontakte.

All residents were invited to submit proposals for the functional and artistic content of the city embankment through the Otmetky.com platform - <https://bereg-moi-suoyarvi.ru/>.

Feasibility check:**33a. A feasibility check of proposals or voted projects was implemented:**

☒ Yes, of the proposals ☐ Yes, of the voted projects ☐ No

33b. The feasibility check was implemented in the following way:

The feasibility check was implemented in several steps:

- Compliance with the powers of the local government and the territory of the municipality - Municipality clerks
- The absence of obvious contradictions with the interests of the majority of residents - Council
- Technical feasibility - architects and engineers invited by the Administration and EmPaci Project Partners
- Financial feasibility - financial department of the municipality and the Head of the municipality.

33c. If applicable, political decision-makers were involved in the feasibility check in the following way:

Political decision-makers were not involved in the feasibility check

33d. If applicable, citizens making specific proposals were involved in the following way:

Proposals for the creation of a boat rental station and food outlets came from local entrepreneurs. During the feasibility check they were consulted on the possible conditions and cost of cooperation.

33e. The difficulties that became apparent through the feasibility check:

The complexity of assessing the possible cost of building some objects (for example, a bridge). The analogy method is not suitable due to the uniqueness of the object, and professional expert assessment is very expensive.

33f. As a result of the feasibility check, the PB process should be changed as follows:

Local entrepreneurs must be involved in the feasibility check process by all means. Their professional assessment and suggestions for optimizing the submitted proposals were extremely valuable.

33g. Ratio of ideas given vrs. plans that make it to voting stage:

First stage: 14 proposals were submitted and 1 was chosen as having a simple majority of votes (Construction of the city embankment).

Second stage: 20 proposals were submitted, and 5 proposals were included in the approved project (all passed the feasibility check: Wooden walking paths, Original benches, Boat rental, Food points, Artistic objects in the style of the Karelian epic Kalevala)

Voting phase:

34a. The voting phase was implemented in the following way:

To conduct rating voting, both at the first and at the second stage, the built-in function of the Otmety.com platform was used. Any visitor who passed authorization could vote in support of no more than three proposals in the proposed list. As the votes were cast, the list was automatically ranked in descending order of the number of votes collected.

To verify the correctness of e-voting and to make key decisions, we also took into account the results of open voting conducted during face-to-face (in-person) meetings. The results of the e-voting were discussed by the participants of the in-person voting before the final voting procedure. It was decided in advance that in case of significant differences between the results of e-voting and in-person voting, an additional procedure for extended in-person voting will be organized with the involvement of a significantly larger number of citizens. Fortunately, obtained voting results are almost the same. The results of the face-to-face voting were accepted as final.

34b. Each citizen was given the following number of votes:

- 1 vote per citizen in face-to-face open voting (Each citizen could cast 1 vote for only one of the voted initiatives);
- 3 votes per citizen in e-voting (Each citizen could distribute 3 of his/her votes between 1, 2 or 3 voted initiatives);

34b. Number of citizens voting:

Second stage only

72 in face-to-face open voting;

>50 in e-voting (It is difficult to say more precisely, since citizens could not use all 3 votes they had);

>122 in total (>1,7% of adult citizens).

34c. Participation rate (% of citizens): >1,7%

34c. Number of votes received in total: 222

34d. Results of the votes (which projects with which amounts and votes were winning):

First stage: 14 proposals were submitted and 1 was chosen as having a simple majority of votes (34 e-votes. Construction of the city embankment).

Second stage: 20 proposals were submitted and 5 were included in the approved project (all passed the feasibility check: Wooden walking paths (15 e-votes), Original benches (13 e-votes), Boat rental (13 e-votes), Food points (12 e-votes), Artistic objects in the style of the Karelian epic Kalevala (12-e-votes)). The project proposal, formed from the selected territory and 5 proposals selected by e-voting, was put to a vote during a face-to-face meeting on March 14, 2021. For its approval, 63 votes were given from 72 registered

participants in the open, face-to-face voting. The Municipal Council issued an Act approving the results of this vote and obliging the Administration to proceed with this project.

34e. Total PB budget realized / implemented: 112 360,00 EUR²

This amount was stated as the overall budget and served as a constraint on the feasibility check. However, as the technical details of the project to be implemented are clarified and the procurement and work are carried out, this amount may be adjusted.

34f. Was part of the total PB budget unused?

☒ No ☐ Yes, unused

-

34g. Information provided to citizens after completion of the voting phase:

Citizens could receive information about the progress and results of discussions and votes at any time on the Otmetky.com platform. The information is presented as follows:

- Submitted proposals for the selection of a territory for improvement;
- Arguments Pro and Contra of the proposed territory, submitted by any eligible citizen;
- Citizens' assessment of the proposed arguments (Average weight of the argument. Citizens had the opportunity to assess the weight of previously submitted arguments);
- The number of votes cast in favour of each of the proposed territories.
- Submitted proposals for objects for placement on the territory selected for improvement;
- Arguments Pro and Contra of the proposed objects, submitted by any eligible citizen;
- Citizens' assessment of the proposed arguments (Average weight of the argument. Citizens had the opportunity to assess the weight of previously submitted arguments);
- The number of votes cast in favour of each of the proposed objects.
- Suojarvi map showing the selected territories and objects;
- Comments of the Administration and specialists.
- Decisions taken;
- Information on the progress of the approved improvement project (in the future)

34h. Extent to which the approved projects can be realized:

The Administration and the Municipal Council assure citizens that the project will be fully implemented by the fall of 2021. (In the absence of global force majeure)

34i. Timeframe planned to realize the approved projects:

² 10 000 000,00 RUB, Exchange rate 89.00 RUB/EUR.

The finalization of the terms of reference for the urban embankment improvement project and the implementation of public procurement of goods and services for its implementation is planned in June 2021. Construction work is planned for the period July - November 2021.

34j. Extent to which citizens were involved in the realization of the approved projects:

The Administration and Council will monitor the implementation of the project at all key points and periodically inform citizens about the work progress. Citizens were invited to monitor the progress of the project and use all available communication channels to notify the urban community, Administration and Council about any violations and deviations identified.

35. Citizens were informed about the completion of the 1st PB pilot in the following ways:

Information about the completion of the first PB pilot cycle was published on the Otmetky.com platform (<https://bereg-moi-suoyarvi.ru/>) and on the social network VKontakte (https://vk.com/suogp?w=wall-98111477_3820)

36. Other actors involved (e.g. local council) were informed about the completion of the 1st PB pilot in the following ways:

ITMO University, RANEPa (The Russian Presidential Academy of National Economy and Public Administration), Otmetky.Com LLC, , Architecture bureau 'Tsekh', RUBIQ startups and other actors were informed through established communication channels, such as WhatsApp and Telegram chats, social networks and emails.

5. Assessment of 1st PB pilot and enhancement for 2nd PB pilot

37. Objectives for PB as specified in Question 9 were reached as follows:

The main objective of the first PB pilot in Suojärvi was to reduce the level of conflict between citizens and the leadership of the municipality. In the process of the first pilot PB implementation, it was obvious that the set objective is achievable in the future and the first positive results on this path are already there. For example, residents' comments on social networks have become more friendly and constructive. An attempt by negative-minded residents to interfere with the conduct of an open face-to-face voting was suppressed by the forces of positive-minded participants without the help of the administration, etc.

38. Besides the objectives for PB as specified in Question 9, the following additional issues can be seen as a success for the PB pilot:

As a result of the involvement of local entrepreneurs in the PB processes, it became clear not only the prospects for achieving the main goal, but also the potential for business development around the new city

embankment, attracting tourists and the emergence of additional sources of replenishment of the municipal budget.

39. Some objectives for PB as specified in Question 9 were not reached due to the following reasons:

This goal was not fully achieved due to the long history of the existing problem and inertia in changing the attitude of citizens to the authorities. Full achievement of the set goal requires a systematic continuation of efforts in the chosen direction for a longer time.

40. To our knowledge, the following elements of the PB process are innovative compared to other PB initiatives in the BSR:

The use of Otmetky.com online platform that helps visualize citizens' initiatives, discuss and vote them through an easy and user-friendly mode may be considered innovative. Besides, we used emotional engagement and gamification practices (in offline mode used by the professional moderators invited) when discussing the substantial elements of the initiatives, including its functionality and core value they may create.

41. The PB benefitted from the transnational approach of the EmPaci project in the following way:

The relatively short history of the PB introduction in Russia has a clear tendency towards the introduction of PB in order to receive money for local territories improvement from the Ministry of Construction of Russia, where the involvement of citizens is a condition of receiving grants. The consequence of this practice is a formal attitude towards PB and its termination if the next contest has not been announced. The benefit from the international project and approaches is that the EmPaci project partners have the capacity (administrative, organizational, methodological, financial) to show more significant benefits from the implementation of best world PB practices for both citizens and municipal leaders. International cooperation and the methodological and educational materials collected, created and published on the EmPaci Project portal as the Project's results answer the question "How to do it?" better.

42. These changes are already planned for the 2nd PB pilot to better reach objectives of PB:

Formalization of PB procedures and distribution of respective responsibilities among actors. Preparation and adoption of legitimizing documents.

Further improvement of the Otmetky.com platform in favour of improving its usability and ease of use by citizens.

43. These changes are already planned for the 2nd PB pilot to better involve target groups:

Application of special efforts to transfer the main activity of citizens from offline and social networks to the Otmetky.com platform due to its greater functionality and ease of discussion and voting of submitted proposals.