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Programme  
Project: “Empowering Participatory Budgeting in the Baltic Sea  
Region – EmPaci”

## Documentation of 2<sup>nd</sup> PB pilot

### Sverdlov Urban Settlement, Leningrad Region (Russia)

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

#### GoA 2.3 Output 4



EUROPEAN UNION

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## Sverdlov Urban Settlement, Leningrad Region/Russia

Note: This was the 1<sup>st</sup> PB pilot in the Sverdlov Urban Settlement by the EmPaci project (no 2<sup>nd</sup> PB pilot).

### 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**

#### Citizen-related factors

##### 6. The citizenry is composed as follows:

<b>6a. Number of citizens:</b>	<b>11 868</b>
<b>6b. Share of females (% of citizens):</b>	<b>57%</b>
<b>6c. Share of persons aged below 18 (% of citizens):</b>	<b>19,5%</b>
<b>6d. Share of persons aged 66 and above (% of citizens):</b>	<b>26%</b>
<b>6e. Share of unemployed persons (% of citizens):</b>	<b>4,3%</b>
<b>6f. Share of unemployed females (% of unemployed persons):</b>	<b>30%</b>
<b>6f. Particularities of the population are the following:</b>	

The total number of residents is almost twice the number of registered citizens. Many residents in new houses rent housing and do not take an active part in the life of the settlement. At the same time, no more than 3-5% of the local residents can be called active citizens. The average level of earnings is higher than the national average, but lower than in St. Petersburg. The distance to the district center is 37 km. Distance to St. Petersburg - 12 km. Proximity to the metropolis causes a high degree of daily migration of residents to

and from the workplace. There are not enough jobs in the community. The infrastructure is underdeveloped. Only in the last 2 years, the new government began an active dialogue with citizens, as a result of which the needs of residents appeared and were identified.

Of the characteristics of the population, there is an uneven social status. A large number of residents with a low social index, low education, working in simple positions are adjacent to the so-called "new residents", as a rule, visitors from neighbouring regions to work in St. Petersburg. The private sector of the settlement is inhabited by "elites" - people holding high positions, wealthy businessmen, etc. Recently (about 3-5 years), requests to the authorities are mainly formed by residents of the second category. This may be due to the fact that many of them, when moving to the Leningrad region, still imagined that they were going to a metropolis, so their expectations were high. The subsequent collapse of expectations led to a general background of discontent and an increase in the level of claims.

## **PB process-related factors**

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

☒ Yes ☐ No

**7a. If yes, based on this law / regulation: (provide name and link):**

Federal Law No. 236-FZ of July 20, 2020 "On Amendments to the Federal Law "On the General Principles of Organizing Local Self-Government in the Russian Federation" - <http://www.consultant.ru/law/hotdocs/63662.html/>

### **8. PB was implemented before the EmPaci PB pilot:**

☐ Yes ☒ No

## **2. Development of the 2<sup>nd</sup> PB pilot**

### **Citizen- and PB process-related factors**

#### **9. PB is implemented to realize the following objectives:**

PB is being implemented to better meet the needs of the citizens of the municipality.

Initiative projects are initiated in the interests of the population of the Municipality as a whole, as well as in the interests of residents representing the following categories:

Residents of apartment buildings are the most massive segment with relatively low incomes, a large number of problems and weak social activity.

Residents of private houses are a small segment of residents with relatively high incomes, few problems and high social activity.

**9a. Which objectives have changed compared to the 1<sup>st</sup> PB pilot (here Gatchina)? Have objectives been added or abandoned?**

The goals of introducing information security in the Sverdlov Settlement were not based on the goals of the project in Gatchina. The objectives of the project in Sverdlov are described above.

**10. The following target groups are aimed to be involved in PB, and why:**

In general, it is planned to involve in the PB processes all residents over 16 years of age living in this territory. Particular attention will be paid to residents of apartment buildings due to their poor well-being and low social activity.

To solve operational issues, more intensive work is planned with a small number of representatives of the target groups.

**11. In case a citizen survey has been conducted before developing the PB pilot, please specify which needs (e.g. online and/or offline, topics for PB) of citizens were taken into account for PB implementation:**

Despite the Coronavirus restrictions, the residents of the municipality have strongly requested that most of the work be carried out in the form of offline meetings. They asked to voice all projects publicly and with the possibility of substantiation and open discussion.

## **PB process-related factors**

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

Project experts, the Head of Administration, members of the municipality council, as well as active residents and a local marketing agency were involved in developing the ideas and concept of PB processes. During the first organizational meeting (30.04.2021), a general decision was made on the active involvement of the population in all PB phases and on the working title of the PB implementation project – “Nash budget” (Our budget).

To inform citizens about the beginning of the creation and implementation of the PB and their involvement in all further processes, a special thematic group was created 01.05.2021 on the social network VKontakte - [https://vk.com/budget\\_sverdlova](https://vk.com/budget_sverdlova)

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

Initially, there was hope for the early removal of COVID-19 restrictions, but it did not materialize, and the thematic group on the VKontakte social network became the main means of involving citizens in the process of creating the PB. During the Concept formation period (1-3 May 2021) 21 information messages were published in this group and more than 60 feedback posts were received on the PB goals, tasks and procedures.

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

A series of publications in the social network VKontakte:

31.05.2021	<a href="https://vk.com/budget_sverdlova?w=wall-204323615_112">https://vk.com/budget_sverdlova?w=wall-204323615_112</a>
27.05.2021	<a href="https://vk.com/budget_sverdlova?w=wall-204323615_109">https://vk.com/budget_sverdlova?w=wall-204323615_109</a>
26.05.2021	<a href="https://vk.com/budget_sverdlova?w=wall-204323615_106">https://vk.com/budget_sverdlova?w=wall-204323615_106</a>
25.05.2021	<a href="https://vk.com/budget_sverdlova?w=wall-204323615_104">https://vk.com/budget_sverdlova?w=wall-204323615_104</a>
24.05.2021	<a href="https://vk.com/budget_sverdlova?w=wall-204323615_102">https://vk.com/budget_sverdlova?w=wall-204323615_102</a>
22.05.2021	<a href="https://vk.com/budget_sverdlova?w=wall-204323615_95">https://vk.com/budget_sverdlova?w=wall-204323615_95</a>
20.05.2021	<a href="https://vk.com/budget_sverdlova?w=wall-204323615_92">https://vk.com/budget_sverdlova?w=wall-204323615_92</a>
19.05.2021	<a href="https://vk.com/budget_sverdlova?w=wall-204323615_84">https://vk.com/budget_sverdlova?w=wall-204323615_84</a>
18.05.2021	<a href="https://vk.com/budget_sverdlova?w=wall-204323615_76">https://vk.com/budget_sverdlova?w=wall-204323615_76</a>
17.05.2021	<a href="https://vk.com/budget_sverdlova?w=wall-204323615_72">https://vk.com/budget_sverdlova?w=wall-204323615_72</a>
15.05.2021	<a href="https://vk.com/budget_sverdlova?w=wall-204323615_63">https://vk.com/budget_sverdlova?w=wall-204323615_63</a>
13.05.2021	<a href="https://vk.com/budget_sverdlova?w=wall-204323615_49">https://vk.com/budget_sverdlova?w=wall-204323615_49</a>
12.05.2021	<a href="https://vk.com/budget_sverdlova?w=wall-204323615_42">https://vk.com/budget_sverdlova?w=wall-204323615_42</a>
11.05.2021	<a href="https://vk.com/budget_sverdlova?w=wall-204323615_39">https://vk.com/budget_sverdlova?w=wall-204323615_39</a>
10.05.2021	<a href="https://vk.com/budget_sverdlova?w=wall-204323615_32">https://vk.com/budget_sverdlova?w=wall-204323615_32</a>
09.05.2021	<a href="https://vk.com/budget_sverdlova?w=wall-204323615_31">https://vk.com/budget_sverdlova?w=wall-204323615_31</a>
08.05.2021	<a href="https://vk.com/budget_sverdlova?w=wall-204323615_27">https://vk.com/budget_sverdlova?w=wall-204323615_27</a>
07.05.2021	<a href="https://vk.com/budget_sverdlova?w=wall-204323615_24">https://vk.com/budget_sverdlova?w=wall-204323615_24</a>
06.05.2021	<a href="https://vk.com/budget_sverdlova?w=wall-204323615_17">https://vk.com/budget_sverdlova?w=wall-204323615_17</a>
05.05.2021	<a href="https://vk.com/budget_sverdlova?w=wall-204323615_4">https://vk.com/budget_sverdlova?w=wall-204323615_4</a>

An article in a local newspaper Zvezda "What do the residents want?" - [https://filedn.com/IEs88hlf9oG5TIm5LnNMYv7/07112019/1/zvezda\\_vypusk\\_10.pdf](https://filedn.com/IEs88hlf9oG5TIm5LnNMYv7/07112019/1/zvezda_vypusk_10.pdf)

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

The main promoters were the Head of Administration, municipal Council and active citizens. The most important success factors are the Administration's readiness to react on citizens' initiatives and citizens' willingness to "push" on Administration.

According to the Administration: "We fulfill our direct duties using existing in the Russian Federation PB models."

##### 15a. Has an Advisory Board (GoA 2.3) been installed to develop the PB? If yes, please describe composition and organisation:

An initiative group of citizens was formed, the work of which was directed by moderators attracted by the project partners

##### 15c. These were the role models that were used as an inspiration for own PB:

Various PB models from Russia and around the world were presented to the Administration and municipal Council by project partners and invited experts (representatives Russian Academy of National Economy and Public Administration, North-West Institute of

Management). As a result of a series of discussions, none of the ready-made models was found suitable for implementation in the pilot municipalities.

The decision was made to create a customized PB model step by step using best practices that meet the requirements of simplicity and the ability to meet the basic needs of citizen engagement.

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

There were no formal opponents of PB. An obstacle to the implementation of the PB project could be the situation in the settlement in which its budget was not approved by the existing municipal councillors due to their internal contradictions. However, the executive body of the municipality represented by Andrey Petrovich Shornikov, acting Head of Administration, found the means and opportunity to implement this PB project.

**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:**

Project curator (full-time) - 1

Meeting moderators (part-time) - 2

Social media administrator (part-time) - 2

Technical Assistants (part-time) - 4

In addition to the permanent members of the project team, Project Partners and specialists from various related fields were involved in the project processes. For example, a public procurement specialist, an urbanist, a cadastral engineer, a graphic designer, etc..

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

The following IT/online instruments were used:

- Social network VKontakte, Group “Our Budget” ([https://vk.com/budget\\_sverdlova](https://vk.com/budget_sverdlova), **866** subscribers, **>800K** visits),
- Social Network VKontakte, Group Sverdlov settlement Administration ([https://vk.com/sverdlova\\_adm](https://vk.com/sverdlova_adm), **10 422** subscribers, **>1M** visits)
- official newspaper (paper and .pdf at Administration’s web-site <https://sverdlovo-adm.ru/info/vyipusk-gazetyi-zvezda>),

The choice of these instruments was based on their simplicity and familiarity with their use among the population.

The possibility of using a specialized online IT platform (portal) was repeatedly discussed, but no positive decision was made.

**20. The following documents, manuals, regulations were developed and used during the development of the PB process: (e.g. PB process description, PB regulation, framework for feasibility analysis, communication/dissemination plan, IT model, manual for using IT, resolution for local council, information material etc.):**

A draft of PB Concept was developed, but an attempt to widely discuss it by citizens showed their low interest in formalizing the PB at the initial stages of its implementation, and work on it was stopped.

To legalize existing PB processes, the existing legislation of the federal level is sufficient.

### 3. Implementation of the 2<sup>nd</sup> PB pilot

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

**Information phase May 2021** - Publication of the announcement of the initiation of the PB process in the local newspaper <https://sverdlovo-adm.ru/info/vyipusk-gazetyi-zvezda>) and Social network [https://vk.com/budget\\_sverdlova](https://vk.com/budget_sverdlova); Organization of an open offline meeting with a PB consultant, presentation of the project, acquaintance of all project participants with the principles of Urbanism.

**Proposal phase May-June 2021** - Collection of proposals online and in paper form through boxes installed in Administration and other public places (14 collection points). The submission forms and the box addresses were published in the local newspaper and in social network;

**Discussion and Feasibility check phase July-August 2021** – Formation of a selection committee of active citizens and specialists. A series of joint meetings of the municipality Administration, the Council, the designers and representatives of the residents.

**Voting phase September 2021** – Voting online and in paper form. Summing up the voting results at an open joint meeting of the Administration and the Municipal Council;

**Implementation phase Jan-May 2022** - Conducting state competitive procurement, concluding contracts, starting work on the implementation of initiatives;

**21a. Total annual PB budget** (region/city + district projects, if applicable) **48 780 EUR**

**21b. Annual PB budget per citizen:** **4,11 EUR**

**21c. If applicable, budget earmarked for related internal work, communications etc.:** **0**

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

☐ Yes ☒ No

**21e. The PB is designed for**

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

**21f. Persons eligible participating in the PB:**

Age limits: **18 years and older**

Definition of persons: **Residents only**



Number of eligible persons (in total): **9 554**

Number of person (% of citizens): **80,5%**

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

Submitted In paper format - spot check of the provided contact information correctness.

Submitted via the social network - built-in VK.com identification tools

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

The first PB cycle should begin in May 2021 and end with a vote of citizens and the choice of an initiative for implementation by September 2021. The necessary purchases should be carried out in January - March 2022. The implementation of the initiated project should take place by the end of 2022.

**23. As key learnings from the 1<sup>st</sup> PB pilot in another municipality (i.e. Gatchina/Russia), these aspects were considered when implementing the PB pilot in a new pilot municipality.**

The experience of Gatchina was deemed inapplicable, since there were other goals and tools to achieve them.

**24. For citizen involvement in the PB-phases (e.g. information, proposal, voting phase), the following steps were taken and events organized: (detailed also with giving dates and number of attendees, also screenshots of online events etc. max. 500 words)**

**Information phase May 2021** - Publication of the announcement of the initiation of the PB process in the local newspaper <https://sverdlovo-adm.ru/info/vyipusk-gazetyi-zvezda>) and Social network [https://vk.com/budget\\_sverdlova](https://vk.com/budget_sverdlova);

Online citizens survey 13.05.2021 - <https://vk.cc/c1SLho>

23/06/2021 Organization of an open offline meeting with a PB consultant, presentation of the project, acquaintance of all project participants with the principles of Urbanism - [https://vk.com/wall-204323615\\_165](https://vk.com/wall-204323615_165).

Publications in the Administration of the settlement of Sverdlov:

18.05.2021 [https://vk.com/sverdlova\\_adm?w=wall-193595721\\_24289](https://vk.com/sverdlova_adm?w=wall-193595721_24289)

05.05.2021 [https://vk.com/sverdlova\\_adm?w=wall-193595721\\_23394](https://vk.com/sverdlova_adm?w=wall-193595721_23394)

Publications in the group "Our budget":

19.05.2021 [https://vk.com/budget\\_sverdlova?w=wall-204323615\\_84](https://vk.com/budget_sverdlova?w=wall-204323615_84)

18.05.2021 [https://vk.com/budget\\_sverdlova?w=wall-204323615\\_76](https://vk.com/budget_sverdlova?w=wall-204323615_76)

17.05.2021 [https://vk.com/budget\\_sverdlova?w=wall-204323615\\_72](https://vk.com/budget_sverdlova?w=wall-204323615_72)

15.05.2021 [https://vk.com/budget\\_sverdlova?w=wall-204323615\\_63](https://vk.com/budget_sverdlova?w=wall-204323615_63)

13.05.2021 [https://vk.com/budget\\_sverdlova?w=wall-204323615\\_49](https://vk.com/budget_sverdlova?w=wall-204323615_49)

12.05.2021 [https://vk.com/budget\\_sverdlova?w=wall-204323615\\_42](https://vk.com/budget_sverdlova?w=wall-204323615_42)

11.05.2021 [https://vk.com/budget\\_sverdlova?w=wall-204323615\\_39](https://vk.com/budget_sverdlova?w=wall-204323615_39)

10.05.2021 [https://vk.com/budget\\_sverdlova?w=wall-204323615\\_32](https://vk.com/budget_sverdlova?w=wall-204323615_32)

09.05.2021 [https://vk.com/budget\\_sverdlova?w=wall-204323615\\_31](https://vk.com/budget_sverdlova?w=wall-204323615_31)

08.05.2021 [https://vk.com/budget\\_sverdlova?w=wall-204323615\\_27](https://vk.com/budget_sverdlova?w=wall-204323615_27)  
 07.05.2021 [https://vk.com/budget\\_sverdlova?w=wall-204323615\\_24](https://vk.com/budget_sverdlova?w=wall-204323615_24)  
 06.05.2021 [https://vk.com/budget\\_sverdlova?w=wall-204323615\\_17](https://vk.com/budget_sverdlova?w=wall-204323615_17)  
 05.05.2021 [https://vk.com/budget\\_sverdlova?w=wall-204323615\\_4](https://vk.com/budget_sverdlova?w=wall-204323615_4)

### **Proposal phase May-June 2021** - Collection of proposals online

([https://docs.google.com/forms/d/1sWu257wWZSe6IOa3T2mgfPy2\\_8njvMBxCZFIL0OWcCQ/viewform?edit\\_requested=true](https://docs.google.com/forms/d/1sWu257wWZSe6IOa3T2mgfPy2_8njvMBxCZFIL0OWcCQ/viewform?edit_requested=true)) and in paper form through boxes installed in Administration and other public places (14 collection points). The submission forms and the box addresses were published in the local newspaper and in social network;

23.06.2021 Organization of an open offline meeting with a PB consultant, presentation of the project, acquaintance of all project participants with the principles of Urbanism - [https://vk.com/wall-204323615\\_174](https://vk.com/wall-204323615_174).

29.06.2021 The first organizational meeting of the members of the initiative group who will take part in the assessment of the feasibility of the submitted initiatives. [https://vk.com/wall-204323615\\_174](https://vk.com/wall-204323615_174)

30.06.2021 Second meeting of the initiative group. Presentation by Pavel Sivokhin, an analyst of the urban environment and a participant in spatial development projects in different cities. [https://vk.com/wall-204323615\\_197](https://vk.com/wall-204323615_197)

Publications in the Administration of the settlement of Sverdlov:

30.06.2021 [https://vk.com/sverdlova\\_adm?w=wall-193595721\\_28957](https://vk.com/sverdlova_adm?w=wall-193595721_28957)  
 25.05.2021 [https://vk.com/sverdlova\\_adm?w=wall-193595721\\_24869](https://vk.com/sverdlova_adm?w=wall-193595721_24869)  
 22.05.2021 [https://vk.com/sverdlova\\_adm?w=wall-193595721\\_24576](https://vk.com/sverdlova_adm?w=wall-193595721_24576)

Publications in the group "Our budget": [https://vk.com/budget\\_sverdlova](https://vk.com/budget_sverdlova)

### **Discussion and Feasibility check phase July-August 2021** – Formation of a selection committee of

active citizens and specialists. A series of joint meetings of the municipality Administration, the Council, the designers and representatives of the residents.

08.07.2021 Third meeting of the initiative group with the participation of the Head of Administration. Discussion of the procedure for assessing the feasibility of submitted initiatives. [https://vk.com/wall-204323615\\_248](https://vk.com/wall-204323615_248)

15.07.2021 Fourth meeting of the initiative group. Work to assess the feasibility of submitted initiatives [https://vk.com/wall-204323615\\_297](https://vk.com/wall-204323615_297)

22.07.2021 Continuation of the work of the initiative group to assess the feasibility of submitted initiatives with the participation of invited authors of initiatives [https://vk.com/wall-204323615\\_386](https://vk.com/wall-204323615_386)

29.07.2021 Open meeting of the initiative group with presentation and discussion of the initiative to create an open public space (coworking) [https://vk.com/wall-204323615\\_432](https://vk.com/wall-204323615_432)

05.08.2021 Open meeting of the initiative group + 16 interested citizens. Discussion of the preliminary results of the assessment of the feasibility of submitted initiatives before involving specialists in their examination [https://vk.com/wall-204323615\\_462](https://vk.com/wall-204323615_462)

18.08.2021 Completion of the feasibility assessment of submitted initiatives and publication of 8 finalist projects for subsequent voting [https://vk.com/wall-204323615\\_547](https://vk.com/wall-204323615_547)

Article in Zvezda newspaper "Our budget - the project continues"

[https://filedn.com/IEs88hlf9oG5Tlm5LnNMYv7/19072021/1/%D0%B7%D0%B2%D0%B5%D0%B7%D0%B4%D0%B0\\_21\\_13\\_%D0%B8%D1%8E%D0%BB%D1%8C\\_%D0%BE%D0%B1%D1%89%D0%B0%D1%8F.pdf](https://filedn.com/IEs88hlf9oG5Tlm5LnNMYv7/19072021/1/%D0%B7%D0%B2%D0%B5%D0%B7%D0%B4%D0%B0_21_13_%D0%B8%D1%8E%D0%BB%D1%8C_%D0%BE%D0%B1%D1%89%D0%B0%D1%8F.pdf)

Article in the Zvezda newspaper "The project Our budget has entered an active phase"

[https://sverdlovo-](https://sverdlovo-adm.ru/6VT8PAj2https://filedn.com/IEs88hlf9oG5Tlm5LnNMYv7/02102019/2/%D0%B7%D0%B2%D0%B5%D0%B7%D0%B4%D0%B0_21_12_%D0%B8%D1%8E%D0%BD%D1%8C_%D0%A8%D0%BE%D1%80%D0%BD%D0%B8%D0%BA%D0%BE%D0%B2_%D0%B8%D1%82%D0%BE%D0%B3(1).pdf)

[adm.ru/6VT8PAj2https://filedn.com/IEs88hlf9oG5Tlm5LnNMYv7/02102019/2/%D0%B7%D0%B2%D0%B5%D0%B7%D0%B4%D0%B0\\_21\\_12\\_%D0%B8%D1%8E%D0%BD%D1%8C\\_%D0%A8%D0%BE%D1%80%D0%BD%D0%B8%D0%BA%D0%BE%D0%B2\\_%D0%B8%D1%82%D0%BE%D0%B3\(1\).pdf](https://filedn.com/IEs88hlf9oG5Tlm5LnNMYv7/02102019/2/%D0%B7%D0%B2%D0%B5%D0%B7%D0%B4%D0%B0_21_12_%D0%B8%D1%8E%D0%BD%D1%8C_%D0%A8%D0%BE%D1%80%D0%BD%D0%B8%D0%BA%D0%BE%D0%B2_%D0%B8%D1%82%D0%BE%D0%B3(1).pdf)

Several publications in the Administration of the settlement of Sverdlov and in the group "Our Budget" were posted: [https://vk.com/budget\\_sverdlova](https://vk.com/budget_sverdlova)

**Voting phase September 2021** – Voting online and in paper form. Summing up the voting results at an open joint meeting of the Administration and the Municipal Council;

19.08.2021 Inviting citizens to vote on initiatives that have successfully passed the feasibility assessment [https://vk.com/wall-204323615\\_557](https://vk.com/wall-204323615_557) The online voting form is here: <https://vk.cc/c55zxT> and here [https://vk.com/wall-204323615\\_547](https://vk.com/wall-204323615_547)

02.09.2021 The final meeting of the initiative group together with the Administration and the Council of the Municipality. Discussion of the voting results and approval of the winning projects. [https://vk.com/wall-204323615\\_617](https://vk.com/wall-204323615_617)

19.10.2021 Conducting a survey on citizen satisfaction with PB processes [https://vk.com/wall-204323615\\_621](https://vk.com/wall-204323615_621)

**Implementation phase Jan-May 2022** - Conducting state competitive procurement, concluding contracts, starting work on the implementation of initiatives;

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

As indicated above, particular attention was paid to residents of apartment buildings due to their poor well-being and low social activity. To activate this specific target group, the graphic design and texts of numerous online and newspaper publications and questionnaires were adapted to their psychological and cultural characteristics identified by the involved marketing agency.

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

Only communication channels familiar to residents and comfortable for them graphic design and style of texts of information messages were used. All face-to-face events were held in a comfortable and friendly environment in the premises where cultural events are usually held.

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

Due to ongoing COVID19 restrictions, all efforts to achieve a high level of participation have been focused on intensifying online participation. To this end, a large number of publications were initiated in various channels and feedback, comments and responses to them from the Administration and enterprising citizens were stimulated. Also, publications in the local newspaper and collection boxes of initiatives were provided with large and bright illustrations to attract the attention of citizens and encourage them to participate in the PB processes.

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

On April 24, 2021, the project partners, together with the Administration and the Council of the Municipality, held a seminar on the basics of the PB.

As part of the project, lectures were organized for citizens and representatives of the Administration:

- basics of urbanism 02.07.2021 [https://vk.com/wall-204323615\\_197](https://vk.com/wall-204323615_197)
- PB and the public procurement system 07.07.2021 [https://vk.com/wall-204323615\\_252](https://vk.com/wall-204323615_252)

In addition, many interested citizens and representatives of the administration took part in a series of open online seminars prepared by the Russian partners of the project and later viewed their recordings:

- “Opportunities and limitations of citizens' involvement in the decision-making process”  
[https://youtu.be/zT3\\_mQPyoJU](https://youtu.be/zT3_mQPyoJU)
- “Urban laboratories as a mechanism for involving citizens” <https://youtu.be/BcSmEIYHYGI>
- “Instructions for use: mechanisms and practices of citizen involvement”  
<https://youtu.be/7gKpKQeV3ZY>
- “Dialogue between the municipality and citizens: questions and answers”  
<https://youtu.be/foEXrGreA3M>.

**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 Sverdlov settlement were used by Russian partners in other pilot municipalities. Some of the most important and interesting results and lessons of PB implementation in Sverdlov were presented at the PBbase online event on December 9, 2021

## 4. Results of 2<sup>nd</sup> PB pilot

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

Citizens' initiatives could be submitted using a form containing its description, purpose, justification, estimated cost, expected benefit for interested groups, contacts of the author for feedback both in electronic form and in paper form through collection boxes questionnaires installed in 14 locations in the territory of the municipality (where it was also possible to take the questionnaire form)

If the proposals were to be submitted online:

Number of Online Accounts (if applicable): **>150 unique accounts**

Number of interrupted proposal procedures (if applicable): **N/A**

**32b. Number of citizens participating: 150**

**32c. Participation rate (% of citizens): 1,2%**

**Percentage of females (% of proposers): 60%**

**32d. Number of proposals received in total:**

**Submitted online (number and % of total proposals): 50; 59%**

**Submitted by paper-and pencil (number and % of total proposals): 35; 41%**

**Submitted otherwise? How? (number and % of total proposals): 0**

#### **Innovativeness of proposals**

**Number of “new” proposals: 85 (27 unique proposals)**

**Number of resubmitted proposals (previously submitted during earlier cycles, if applicable): 0**

#### **Co-Creation of proposals**

**If applicable, number of originally not feasible proposals that were reworked together with the proposer: 0**

**If applicable, number of proposals that were reworked together with the proposer: 0**

**32e. Main categories of proposals:**

Construction - 45%

Landscaping - 35%

Utilities - 10%

Ecology -5%

Other - 5%

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

Publication in social networks of information about the completion of the proposal phase and about the most interesting initiatives accompanied with an invitation to online discussion of all submitted initiatives and to a face-to-face meeting for a more detailed discussion of the submitted initiative to create a coworking space for young people.

**Number of positive comments on implementation (if applicable): 60 approx**

**Number of negative comments on implementation (if applicable): 25 approx**

#### **Feasibility check:**

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

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

**Number of feasible proposals: 8**

**Percentage of feasible proposals (% of proposals received in total): 9,5%**

**33b. The feasibility check was implemented in the following way:** *(describe tools, steps, responsibilities, time and resources needed)*

The feasibility check was carried out in several steps:

- Compliance with the powers of the local government and the territory of the municipality - Municipal clerks
- Preliminary comprehensive feasibility assessment by an initiative group of citizens formed and prepared in the beginning of the PB project
- Technical feasibility – by experts invited by the Administration and EmPaci Project Partners
- Final comprehensive feasibility assessment by the Municipality Administration with the participation of interested citizens

**33c. If applicable, political decision-makers were involved in the feasibility check in the following way:** No. Political decision-makers were not involved

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

All authors of the proposals were invited to participate in the feasibility check

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

Involvement in the implementation of most of the proposed initiatives of many different executive authorities and organizations.

Low qualifications of the participants in the assessment in many specific areas (finance, procurement, powers of authorities, electricity, sewerage, etc.)

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

Participants in the feasibility check processes must complete specific training courses in various areas

**33g. As a consequence:**

**Number of feasible proposed projects /feasible voted projects (Number of passed checks): 8 (of 27 unique proposals)**

**Number of not feasible proposed projects /feasible voted projects (Number of failed checks): 19 (of 27 unique proposals)**

**Voting phase:**

**34a. The voting phase was implemented in the following way:** *(describe tools, e.g. online, how)*

The voting process was carried out both offline and online.

1. **Offline:** The voting date was set (August 30, 2021) and citizens were informed through all channels used. On the eve of the voting, a room in the cultural and leisure center was prepared in accordance with the requirements of COVID-19 restrictions. On voting day, after presenting an identity card, a citizen received a special form in which he could indicate the 3 projects he liked most out of the proposed 8 and lowered it into the ballot box.
2. **Online:** The invitation to vote was published on August 19, 2021 in the social network VKontakte [https://vk.com/wall-204323615\\_](https://vk.com/wall-204323615_) where there was a link to the voting form: <https://vk.cc/c55zxT> and here [https://vk.com/wall-204323615\\_547/](https://vk.com/wall-204323615_547/). A citizen who passed verification by means of the social network VKontakte could indicate the 3 projects he liked the most out of the proposed 8 and submit the form. The voting lasted until August 29 (10 days) and the interim results were announced in the local media and in the social networks of the project and the municipality administration.

**Additional for online tools:**

**Number of Online Accounts: 948**

**Number of discontinued voting procedures: 0**

**34b. Each citizen was given the following number of votes:** (*e.g. 1 vote only, 3 votes on separate proposals, possibility of cumulating votes on proposals etc.*)

Each citizen had the right to choose three initiatives.

**34b. Number of citizens voting:**

Offline – 315 (15 forms were damaged and not taken into account.)

Online – 948

**Ratio of females of total (%): 71%**

**34c. Participation rate (% of citizens): 10,6%**

**34c. Number of votes received in total: 1 263**

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

- Improvement of the embankment and the adjacent territory - 548 votes
- Organization of free educational activities for preschool children - 463 votes
- Youth coworking space - 436 votes
- Construction of a skate park - 286 votes

**34e. Total PB budget realized / implemented: 48 780 EUR**

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

- ☒ **No**    ☐ Yes, unused
- ☐ Yes, otherwise designated (e.g. follow up costs or projects implemented in previous PBs)

**If yes, why was part of the budget unused?** (describe reasons, max. 100 words)

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

Following the results of the voting, on September 2, 2021, a meeting was held with the initiative group of the project, which was attended by representatives of the administration of the settlement - Head of Administration Shornikov Andrey Petrovich, Deputy Head of Administration for Housing and Communal Services Alexey Vladimirovich Erofeev. The meeting discussed the results of voting and the timing of the development of roadmaps for the subsequent implementation of initiatives. The voting results and the results of this meeting were published on social networks and in local and district media.

03.09.2021    [https://vk.com/sverdlova\\_adm?w=wall-193595721\\_32314](https://vk.com/sverdlova_adm?w=wall-193595721_32314)  
 03.09.2021    [https://vk.com/budget\\_sverdlova?w=wall-204323615\\_617](https://vk.com/budget_sverdlova?w=wall-204323615_617)

**Number of delayed proposal implementations /feasibility checks: 0****34g. Extent to which the approved projects can be realized:** *(describe how many, reasons for non-implementation etc.)*

All approved initiatives will be implemented in full

**34h. Timeframe planned to realize the approved projects:**

Landscaping of the embankment and adjacent territory - November 2022

Organization of free educational activities for preschool children - March 2022

Organization of youth space (coworking) - June 2022

Construction of the skate park - May 2022

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

The involvement of citizens in the implementation of approved initiatives is planned at all stages, from the selection and adjustment of the most suitable locations, the adjustment and development of implementation projects, support for implementation, and to the final acceptance of the work performed.

**35. Citizens were informed about the completion of the 2nd PB pilot in the following ways:**

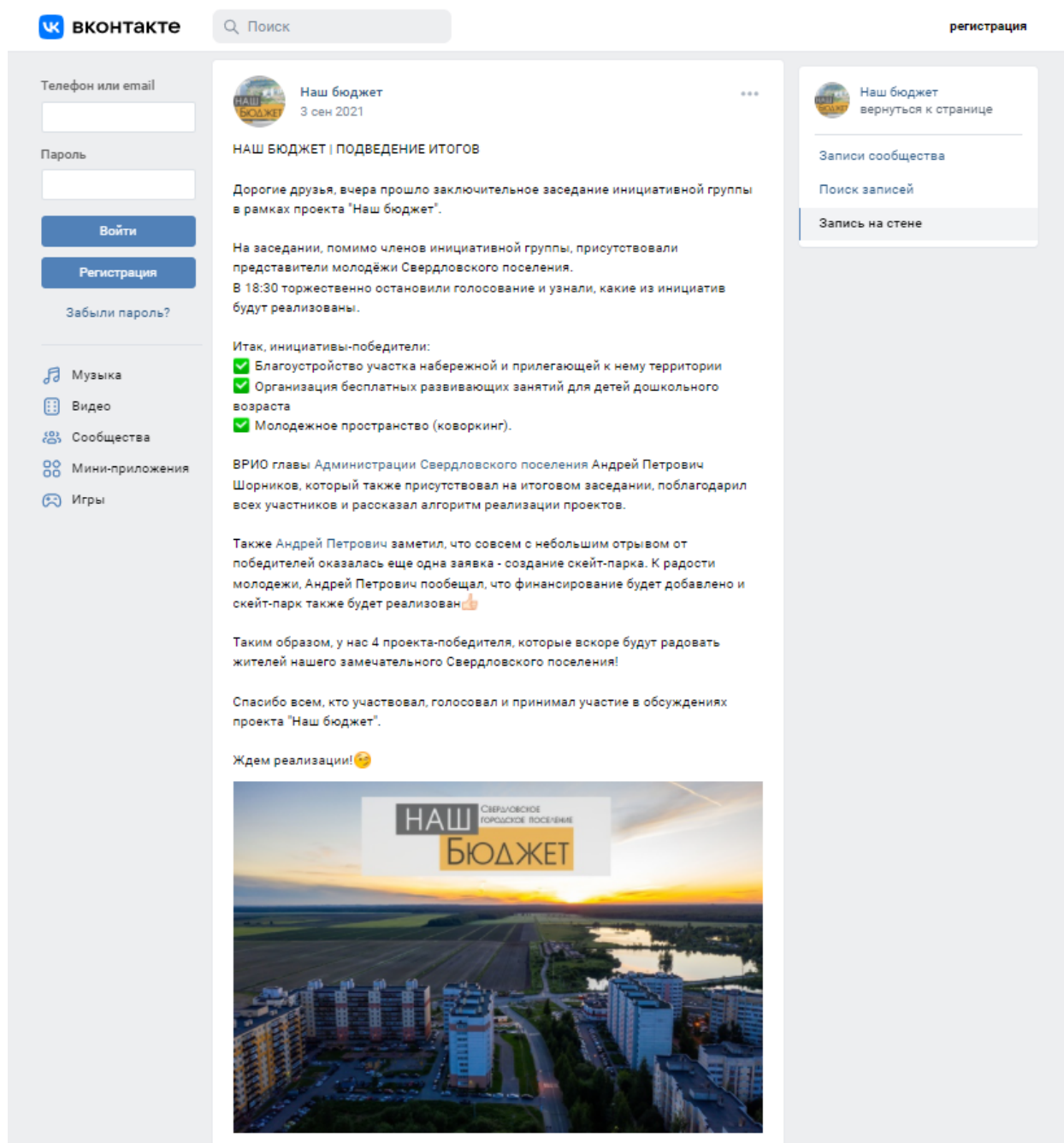
Citizens were informed about the completion of the PB pilot via publication in the project and municipal Administration's groups in social network VKontakte:

03.09.2021    [https://vk.com/sverdlova\\_adm?w=wall-193595721\\_32314](https://vk.com/sverdlova_adm?w=wall-193595721_32314)  
 03.09.2021    [https://vk.com/budget\\_sverdlova?w=wall-204323615\\_617](https://vk.com/budget_sverdlova?w=wall-204323615_617)



Link to accountability report and screenshot:

[https://vk.com/wall-204323615\\_617](https://vk.com/wall-204323615_617)



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

To announce completion of the PB pilot and voting results, representatives of the youth council and council of veterans of the Sverdlov urban settlement were invited to the meeting on September 2, 2021.

**36a. Number of increased contacts outside of the PB process:**

According to the municipality Administration, the number of external contacts of PB processes participants has increased significantly.

## 5. Assessment of PB pilot and potential for enhancements

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

The goals of the pilot initiative budgeting project were achieved significantly, but not completely. The main tasks that were completed:

- involvement of residents in the initiation of PB projects, their implementation and control;
- increasing the openness and efficiency of spending budget funds;
- increasing the openness of the activities of local governments;
- development of interaction between local governments and the population;
- strengthening public control over the activities of local governments.

### 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:

- more careful operation of facilities;
- increase in opportunities to attract additional financing.
- increasing the interest of citizens in their involvement in the local budget management process;
- increasing the level of conflict both between groups of citizens and between citizens and the Administration;
- decrease in dependent attitudes of citizens;
- increasing the population's literacy in matters of budget distribution.

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

Achieving the goal of better meeting the urgent needs of citizens is difficult due to the huge number of unresolved everyday, social and economic problems of citizens that have accumulated in previous years and the very limited available budget.

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

Extremely active use of the social network both to inform citizens and to receive feedback in all PB processes

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

The benefit from the international project and approaches is that the EmPaci project partners have the capacity (administrative, organizational, methodological, financial) to show possible benefits from the implementation of best world PB practices for both citizens and municipal leaders due to the more efficient use of their own resources. International cooperation and the methodological and educational materials collected, created and published on the EmPaci Project portal as the Project's results help answer the question "How to do it?". Unfortunately, due to the poor knowledge of foreign languages by the residents

and administration of the municipality, the flow of useful knowledge and positive experience to the municipality from outside may not continue after the end of the project.

**42. These changes are recommended for future PB processes to better reach objectives of PB:**

The implemented PB processes were created using the experience of the Project Partners gained in other pilots and they seem to be quite optimal and do not require further significant improvements in the near future. However, they are not well documented and enforced by local regulations. It is recommended to describe and consolidate the PB processes formally.

**43. These changes are recommended for future PB processes to better involve target groups or to better represent the eligible persons:**

In the process of implementation and execution of the PB processes, there was a significant negative reaction from citizens belonging to various target groups. A possible recommendation could be to unite the "negativists" into a separate target group for its further study and targeting of efforts on them.

**44. The pilot municipalities plans to run PB also in the future**

☒ Yes ☐ No