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

Documentation of 1st PB pilot

Telšiai (Lithuania)

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

GoA 2.3 Output 2

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Inhalt

Telšiai/Lithuania	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	19
5. Assessment of 1st PB pilot and enhancement for 2nd PB pilot	24

Telšiai/Lithuania

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

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:	46 282
6b. Share of females (% of citizens):	24 992 (54%)
6c. Share of persons aged below 18 (% of citizens):	7 455 (16,11%)
6d. Share of persons aged 66 and above (% of citizens):	10 208 (22,06 %)
6e. Share of unemployed persons (% of citizens):	7,6 %
6f. Share of unemployed females (% of unemployed persons):	8,3 %
6g. Particularities of the population are the following: /	

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: -

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 goal of the municipality was to implement the first PB.

The purpose of PB is:

- to make the population more active;
- to involve as many inhabitants as possible in the solutions of the city (district) problems (management of the living environment, employment, education, social and other issues);
- seek to involve different groups of the population (young people, men, women, the elderly, the unemployed, the disabled).

Residents were invited to submit proposals that would improve their living environment, conditions, employment, education, health, culture situation and what else is important to them.

Municipal council and administration:

- sought to understand the population, their wishes and needs;
- sought to make the public aware of the importance of their views;
- sought to be more population-oriented;
- sought more transparent solutions and greater public confidence.

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

All population groups were invited to participate in the first PB. They could come up with any ideas. The cost of implementing ideas is no more than 20 000 EUR.

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

All population groups were invited to participate as this is the first PB and we did not know how active the population would be. We sought to involve as many people as possible.

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

- During the population survey, 45,8 % of residents answered that they do not participate in the activities of any public organizations, therefore project ideas could be submitted by any resident, regardless of whether they are a member of a public organization.
- Residents indicated that a wide range of outdoor activities is important to them - residents mostly voted for the project, which will provide an outdoor leisure area (beach, sports ground, children's playground).
- During the survey of residents, the residents of Degaičiai eldership had a negative opinion about PB - later the residents of this eldership submitted the idea of the project, which won and will be implemented. We think this will change their opinion about PB. The area elder worked actively with the community, disseminating information and encouraging them to be active.
- Residents voted to receive a separate report on the results of the PB - the results are published on the website of Telšiai District Municipality and information on where to find the report is published on social networks.

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

- The local council has adopted legal acts, and information on the implementation of the participatory budget is published on the Telšiai District Municipality website <https://www.telsiai.lt/go.php/lit/-bendroji-informacija>
- Municipal Council approved the decision "On Approval of the Description of the Procedure for Selection and Funding Community Initiative Projects". Following this procedure, the residents of the municipality were able to submit their proposals, project ideas, which they believe are useful and necessary for the municipal community <https://e-seimas.lrs.lt/portal/legalAct/lt/TAD/f430ab80a19911eaa51db668f0092944>
- The municipal council set up a consultative working group to evaluate proposals for community initiative projects. This working group set the conditions for the submission of project ideas. The working group consists of members of the municipal council belonging to different political parties, employees of the municipal administration, and a representative of public organizations. This

working group also helps to clarify other issues related to the implementation of the PB - <https://e-seimas.lrs.lt/portal/legalAct/lt/TAD/49fc79e0a19a11ea51db668f0092944>

- The Director of the municipal administration approved the time schedule for the implementation of the PB - <https://e-seimas.lrs.lt/portal/legalAct/lt/TAD/695cccb0ac9711ea8aadde924aa85003>
- The Council approved the form of a ballot paper for voting in favor of the most popular project idea - <https://e-seimas.lrs.lt/portal/legalAct/lt/TAD/5546fe50e92111ea8d16c98db9b69006>
- The Director of Administration approved the list of Community Initiative project ideas eligible for funding and implementation - <https://e-seimas.lrs.lt/portal/legalAct/lt/TAD/4df6d8110ebe11ebbedbd456d2fb030d>
- The director of the administration approved the results of the residents' vote for the submitted ideas of the community initiative projects and appointed a responsible administrative employee for the implementation of the winning project - <https://e-seimas.lrs.lt/portal/legalAct/lt/TAD/eb823f00389b11eb8c97e01ffe050e1c>

12a. Internal training activities were organised:

Yes No

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

Participated in training 30 citizens, most of whom are active public figures, representatives of NGOs, representatives of educational institutions. The training was attended by representatives of: NGO Telšiai District Pensioners' Union, Public Institution "Ministry of Ideas"; Lithuanian Social Democratic Youth Union; Lithuanian Association of Pensioners and Disabled Pensioners; Telšiai District Association of the Disabled; Caritas of the Diocese of Telšiai; Telšiai V.Borisevičius gymnasium teacher, Assistant to a Member of the Seimas; Rūdupiai village community; Eigirdžiai town community; Chairwoman of the Telšiai Parkinson's Society; Lieplaukiškės Society; Telšiai Sports Club "Athlete"; Teacher of Viešvėnai Basic School, Director and Librarian of Nevarėnai Basic School, Order of Malta Helpdesk, Member of the Telšiai City Elders' gathering...

- Provided project ideas - 8, eligible and submitted to the residents for voting - 5
- Voted for the most liked ideas - 2 207 residents.
- Will cooperate with the municipal administration staff in the implementation of the winning project. The staff of the municipal administration will cooperate with the resident who submitted the project idea, inform him about the progress of the project implementation, invite him to participate in the selection of suppliers from whom the equipment will be purchased. Residents will be informed about the progress of the project on social networks.

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

Dissemination / Exploitation Activity	Date	Place (online link); offline - publication or other type	Nº Participants reached
Webpage publication on Empaci project start	20-04-2019	http://www.telsiai.lt/go.php/lit/16-projektas-dalyvaujamojo-biudzeto-taikymas-baltijos-juros-regione-empowering-in-the-baltic-sea-region	webpage follows – 12 000
Webpage - Meeting of partners at the University of Rostock	13-06-2019	http://www.telsiai.lt/go.php/lit/Pradedamas-vykdyti-europos-sajungos-finansuojamas-projektas-dalyvavimas-biudzeto-sudaryme-participatory-budgeting	webpage follows – 12 000
Newspaper "Telšių žinios" - about the beginning of the project	18-06-2019	http://tzinios.lt/pradedamas-vykdyti-europos-sajungos-finansuojamas-projektas-dalyvavimas-biudzeto-sudaryme-participatory-budgeting/	Circulation – 4 850 copies
Facebook - invitation to participate in the population survey	17-10-2019	https://www.facebook.com/telsiaisavivaldybe/posts/2138789662916577	Facebook follows – 8 100
Newspaper "Kalvotoji žemaitija" - invitation to participate in the population survey	19-10-2019	http://www.kalvotoji.lt/2019/10/19/issakykime-savo-nuomone-gyventoju-apklausoje	Circulation – 4 023 copies
Newspaper "Telšių žinios" - invitation to participate in the population survey	22-10-2019	http://tzinios.lt/issakykime-savo-nuomone-gyventoju-apklausoje/	Circulation - 4850 copies
Newspaper "Telšių žinios" - Invitation to participate in training	26-06-2020		Circulation – 4 850 copies
Webpage - Invitation to participate in a population survey	26-11-2019	http://www.telsiai.lt/go.php/lit/Dalyvaujamojo-biudzeto-taikymas-baltijos-juros-regione/1	webpage follows – 12 000
Council meeting, 27 February 2020, live broadcast	27-02-2020	https://www.youtube.com/watch?v=IUBYSrBmxVA&feature=youtu.be&fbclid=IwAR058F24RIs6avKmSwmdF8R-4YZXBPG-E1yKfJu6XZITdNyYeB_kUO-kqUY	views - 276
Webpage - The results of the population survey are presented	10-03-2020	http://www.telsiai.lt/go.php/lit/Telsiu-rajono-savivaldybes-administracija-kartu-su-rietavo-savivaldybe-ir-klani-es-finansuojama-projekta	webpage follows – 12 000
Facebook - The results of the population survey are presented	10-03-2020	https://www.facebook.com/352934574835437/posts/2428609707267903/?d=n	Facebook follows – 8 100
Newspaper "Telšių žinios" -			
Webpage - Invitation to participate in training	23-06-2020	http://www.telsiai.lt/go.php/lit/Kviecia-me-dalyvauti-organizuojamuose-mokymuose-bendruomenes-iniciatyvu-projektu-ideju-teikimas-ir-igyvendinimas/1	webpage follows – 12 000
Facebook - an invitation to residents to provide project ideas	29-06-2020		Facebook follows – 8 100

Webpage - Information about the trainings and a link to the training materials	01-07-2020	http://www.telsiai.lt/go.php/lit/Savivaldybeje-vyko-dalyvaujamojo-biudzeto-mokymai-	webpage follows – 12 000
Facebook - photos from population training	01-07-2020	https://www.facebook.com/telsiaisavivaldybe/photos/a.2685011724961032/2685012741627597	
Newspaper "Telšių žinios" - about the training of the project	07-07-2020		Circulation – 4 850 copies
Webpage - an invitation to residents to provide project ideas	06-08-2020	http://www.telsiai.lt/go.php/lit/Arteja-bendruomenes-iniciatyvu-projektu-ideju-pateikimo-termينو-pabaiga-	webpage follows – 12 000
Newspaper "Telšių žinios" - an invitation to residents to provide project ideas	20-10-2020		Circulation – 4 850 copies
Facebook - residents are invited to vote for project ideas	21-10-2020	https://www.facebook.com/telsiaisavivaldybe/posts/3001240703338131	Facebook follows – 8 100
Facebook - residents are invited to vote for project ideas	03-11-2020	https://www.facebook.com/telsiaisavivaldybe/posts/3035209726607895	
Facebook - Status Quo Analysis	05-12-2020	https://www.facebook.com/telsiaisavivaldybe/posts/3118811694914364	
Facebook - the winning project and the results of the vote were announced	01-12-2020	https://www.facebook.com/telsiaisavivaldybe/posts/3107145189414348	Facebook follows – 8 100
Webpage - the winning project and the results of the vote were announced	01-12-2020	http://www.telsiai.lt/go.php/lit/Baigesi-balsavimas-uz-telsiu-rajono-savivaldybes-gyventoju-pateiktas-projektu-idejas	webpage follows – 12 000

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:

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

Telšiai district municipality (PP12) managed to organize the first PB. As the majority of the population in the district is passive, we believe that suitable dissemination of information, sincere communication has provided a positive result and we have managed to involve more residents in the joint work.

In municipalities, where residents and NGOs are not active, the appropriate tool is to send personal emails, have personal phone conversations, and invite residents to a meeting. It is useful to look for active people you know personally. Municipal staff (elders of rural elderships, staff of the social support department, organizers of youth work) can be very useful in disseminating information. Information is also well disseminated on a webpage, poster or social media. Educational institutions were used in the population survey. Paper questionnaires were distributed to parents of students.

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

The COVID-19 situation hindered the implementation of the 1st PB. Live meetings with residents were restricted. There were no events in the town, there were few opportunities to reach various groups of the population (disabled, unemployed). More information was posted in the public domain.

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

Yes No

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

Staff required for the implementation of the PB:

- to regulate the implementation of the PB;
- to organize the implementation of the PB;
- conduct and organize trainings;
- to organize the dissemination of information;
- to implement and update IT solutions.

During the implementation of the first PB, all this was done by the employees of the municipal administration: the employees implementing the EmPaci project (PP12) and assistance from other employees of the municipal administration (for public relations, IT solutions). No new employees were hired for this purpose. Klaipeda University Klaipeda University helped to conduct the trainings.

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

IT solutions were applied on the website of PP12 Telšiai District Municipality www.telsiai.lt. Separate access to PB information was created. A link "DALYVAUJAMASIS BIUDŽETAS" ("PARTICIPATORY BUDGETING") has been created on the Municipality website. It contained all the information about the project and the ideas provided by the residents. The municipal administration is looking at IT companies to submit proposals for professional adaptation of the Municipality's website to the PB. PP12 believe will be able to do that in 2021.

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

- **PB regulation:** Telšiai District Municipal Council decision No. T1-134, May 28, 2020 “On Approval of the Description of the Procedure for Selection and Funding Community Initiative Projects”;
- **framework for feasibility analysis:** Telšiai District Municipal Council decision No. T1-135 May 28, 2020 "On the establishment of a consultative working group for the evaluation of proposals of Community Initiatives";
- **communication/dissemination plan:** “excel” format;
- **training materials:** slides (<https://www.telsiai.lt/go.php/lit/Mokymai>) and video on the municipality's website (<https://www.youtube.com/watch?v=Lq7V4uCPhh0>);
- **IT model,** the municipality's website has been adapted for publishing information about PB, <https://www.telsiai.lt/go.php/lit/Dalyvaujamosis-biudzetas>;
- **information material:** on the municipality's website: <https://www.telsiai.lt/go.php/lit/Dalyvaujamosis-biudzetas>.

3. Implementation of the 1st PB pilot

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

21a. Total annual PB budget (city + district projects) – 20 000,00 EUR

21b. Annual PB

budget per citizen: 0,43 EUR

21c. If applicable, budget earmarked for related internal work, communications etc.: Does not apply.

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: Proposals may be submitted and voted on by persons over 18 years of age and declared a place of residence in Telšiai district municipality.

Definition of persons: Proposals may be submitted and voted on by persons over 18 years of age and declared a place of residence in Telšiai district municipality.

The approval of 15 residents of that eldership (where the proposal will be implemented) must be submitted to the proposal. Each proposal required 15 supporters to become eligible for the feasibility check.

Number of persons (in total): 38 827

Number of person (% of citizens): 83,89 %

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

Employees of the municipal administration checked the data of each voter in the population register of the Republic of Lithuania.

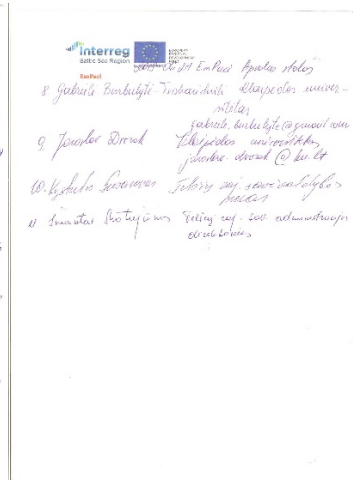
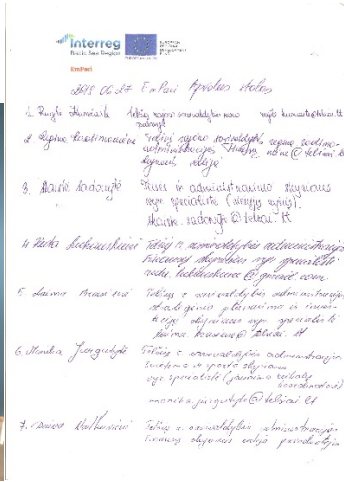
22. These were the specific dates planned for the PB process after final approval of the PB development:

The Director of the municipal administration approved the time schedule for the implementation of the PB – 10 June, 2020 Order No. A1-844 (<https://e-seimas.lrs.lt/portal/legalAct/lt/TAD/695cccb0ac9711ea8aadde924aa85003>) This document sets out a timetable for the actions and the responsible departments of the administration (training, website support, call for proposals, submission of proposals, evaluation of proposals, population voting, counting of votes, announcement of the winning proposal).

23. These amendments were made to the plan due to the COVID-19 pandemic: More information was published on the website, social networks, local press. There were fewer live meetings. There were no other deviations from the plan.

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

June 27, 2019	Meeting -discussion of status quo analysis for administration managers, project staff	Mayor of the Municipality, Heads of Municipality administration, Project staff, Municipal administration employee for media relations (11 participants).	PP12 Status Quo analysis
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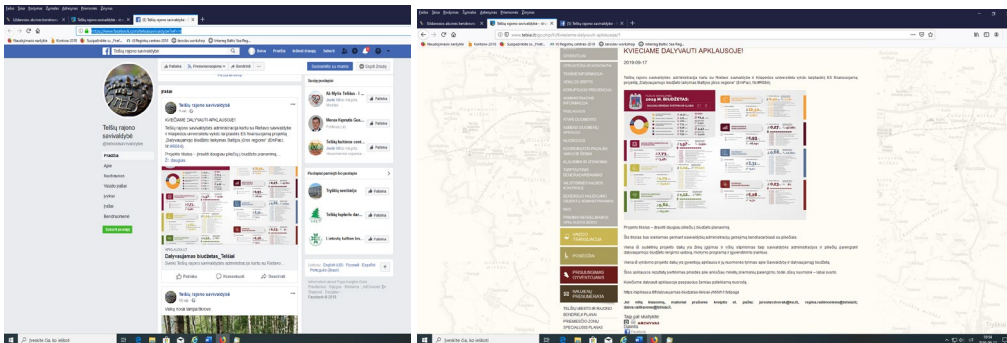


<p>September 26, 2019</p>	<p>Introductory presentation of the project at the Council meeting, live broadcast: http://195.182.76.101/videov3/Conference/Index/15023#</p>	<p>Local council, municipal administration staff, project staff (31 participants).</p>	<p>The project was presented by the project manager Regina Radimonienė (PP12)</p>
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Population survey:

Information was published on the municipality's website, social networks, in the press, and e-mails are sent to NGOs and other organizations. Paper questionnaires were distributed to students in educational institutions. Parents were asked to complete questionnaires.



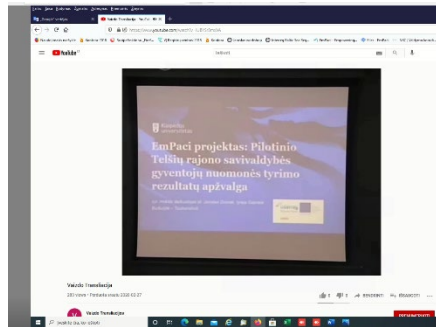
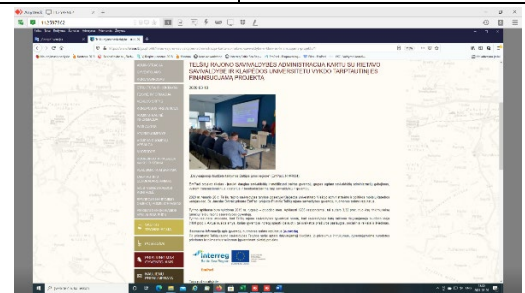
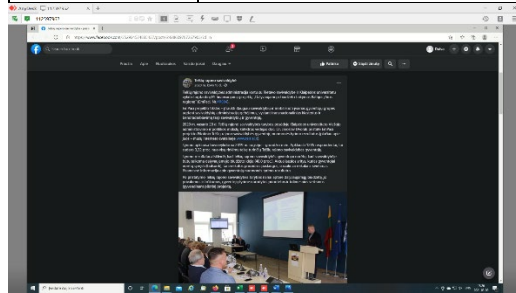
Invitation to take questionnaires (in newspapers):



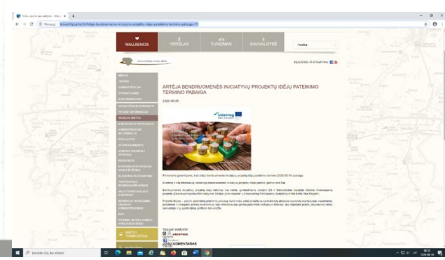
<p>October 11, 2019</p>	<p>Project introduction and intermediate results of the population survey</p>	<p>Mayor of the Municipality, Heads of Municipality administration, Project Staff, Municipal administration employee for media relations, members of non-governmental organizations (elderly, youth), educational institutions, representatives of elderships of Telšiai district (29 participants)</p>	<p>The results of the survey were prepared by Klaipeda University Klaipeda University</p>
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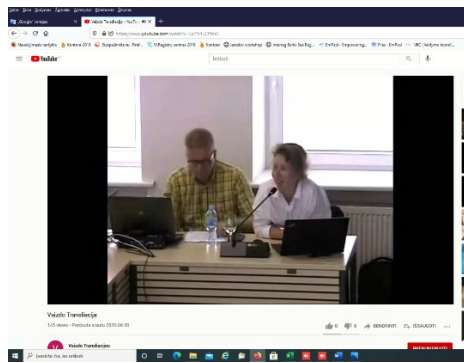


<p>February 27, 2020</p>	<p>Presentation of the results of the population survey during the Council meeting</p>	<p>Klaipeda University Klaipeda University, local council, municipal administration staff (41 participants)</p>	<p>The results of the survey were prepared by Klaipeda University Klaipeda University</p>
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<p>June 30, 2020</p>	<p>Training for administration staff and residents on how to submit proposals, broadcast https://www.youtube.com/watch?v=Lq7V4uCPHh0&feature=youtu.be</p>	<p>Mayor of the Municipality, Heads of Municipality administration, Project Staff, Municipal administration staff, members of non-governmental organizations (elderly, youth), educational institutions, representatives of elderships of Telšiai district (65)</p>	<p>Training slides were prepared by Klaipeda University Klaipeda University and project staff PP12. Used training material which is laid out in Freedcamp.</p>
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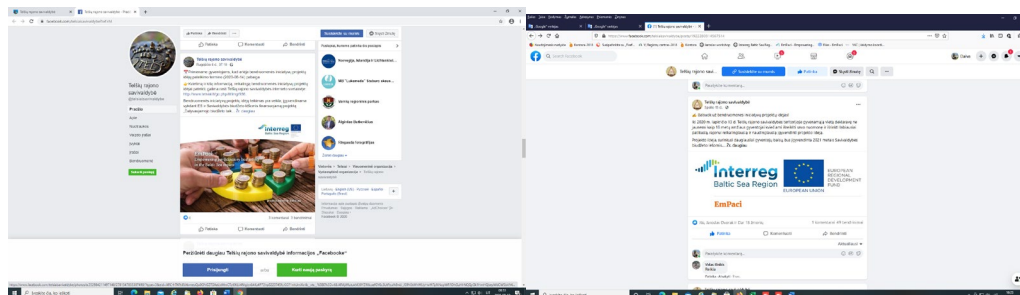
Proposals were submitted by residents from July 1, 2020 to August 14, 2020.

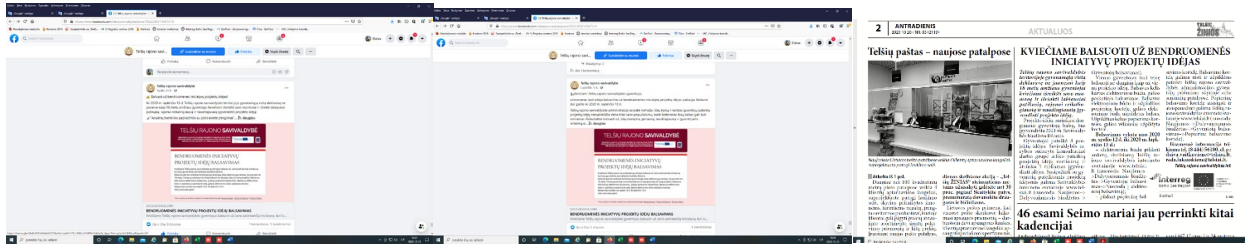
Descriptions of the proposals were provided in a leaflet and a poster.



The population vote took place from October 10, 2020 to November 13, 2020.

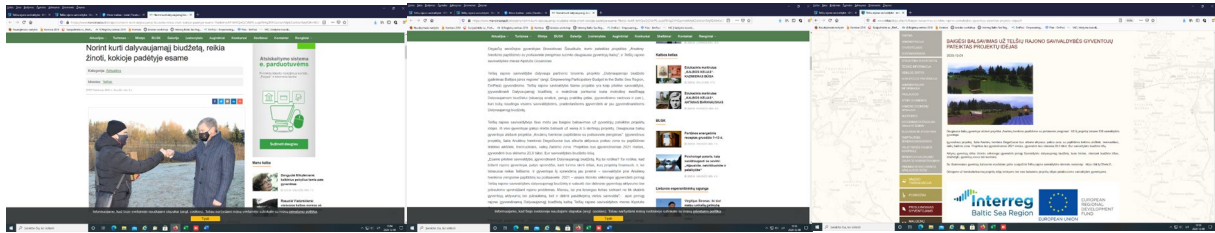
Invitation to vote:





December 1, 2020 announced the winning project:

The mayor of the municipality congratulates the person who submitted the winning proposal.



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

E-mails were sent to non-governmental organizations of various population groups (young people, the elderly, women, social support providers, etc.), active public figures, educational institutions.

Residents were invited to participate in the training and voting: by e-mails, newspaper ads, ads on the website, social networks.

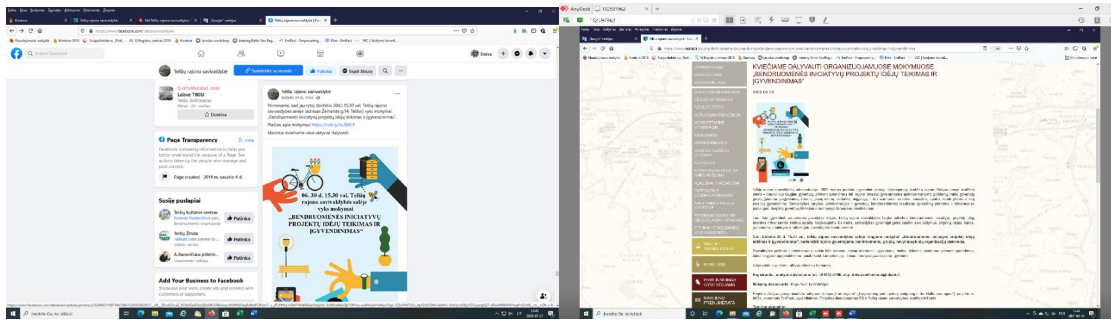
Questionnaires sent to residents by email, September 20 - October 3, 2019

Presentation of the results of the population survey, October 11, 2019



List of e-mails sent to NGOs and other active actors - invitations to participate in the presentation of the Project and population survey questionnaires in 2019, October 11

Request for proposals, Telšiai district municipality Facebook and website June 23/29, 2020

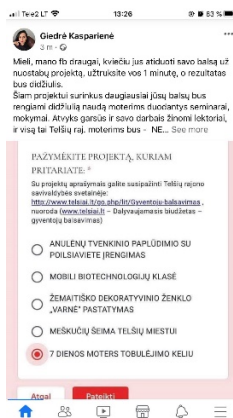


June 30, 2020 Training for staff and residents on how to submit proposals



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

No separate events were organized for women. One active woman in the society took part in PB trainings for the population and presented a project idea for women. The name of the project was "7 DAYS FOR WOMEN TO IMPROVE". The women felt that the project was necessary and actively encouraged the population to vote. This project received special support from women. The project was second in counting votes. This project was supported by 638 residents (2 207 votes in total).



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

Due to the COVID-19 situation, PP12 was not able to hold live meetings in small population groups. The training events were in a more formal setting and a broadcast of the training was posted on the Municipality's website.

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

During the training, it was emphasized to the residents that the PB is an opportunity to realize their dreams and wishes, that the best project will be chosen by the residents themselves and that all this will be done in a very transparent and fair manner. PB was also widely publicized.

In municipalities, where residents and NGOs are not active, the appropriate tool is to send personal e-mails, have personal phone conversations, and invite residents to a training. It is useful to look for active people you know personally. Municipal staff (elders of rural elderships, staff of the social support department, organizers of youth work) can be very useful in disseminating information. Information is also well disseminated on a webpage, poster or social media.

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

June 27, 2019	Meeting -discussion of status quo analysis for administration managers, project staff	Mayor of the Municipality, Heads of Municipality administration, Project Staff, Municipal administration employee for media relations (11 participants).	PP12 Status Quo analysis
September 26, 2019	Introductory presentation of the project at the Council meeting, live broadcast: http://195.182.76.101/video3/Conference/In dex/15023#	Klaipeda University Klaipeda University, local council, municipal administration staff (31 participants).	Training material prepared by Klaipeda University Klaipeda University
October 11, 2019	Project introduction and intermediate results of the population survey	Mayor of the Municipality, Heads of Municipality administration, Project Staff, Municipal administration employee for media relations, members of non-governmental organizations (elderly, youth), educational institutions, representatives of elderships of Telšiai district (29 participants)	The results of the survey were prepared by Klaipeda University Klaipeda University
February 27, 2020	Presentation of the results of the population survey during the Council meeting	Klaipeda University Klaipeda University, local council, municipal administration staff (41 participants)	The results of the survey were prepared by Klaipeda University Klaipeda University

June 30, 2020	Training for administration staff and residents on how to submit proposals, broadcast https://www.youtube.com/watch?v=Lq7V4uCPPh0&feature=youtu.be	Mayor of the Municipality, Heads of Municipality administration, Project Staff, Municipal administration staff, members of non-governmental organizations (elderly, youth), educational institutions, representatives of elderships of Telšiai district (65 participants)	Training slides were prepared by Klaipeda University Klaipeda University and project staff PP12. Used training material which is laid out in Freedcamp.
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29. If applicable, the following steps were taken to train actors in other municipalities (outside EmPaci-project):

Training for other municipalities was not provided due to the COVID-19 situation.

4. Results of 1st PB pilot

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

Yes No

Proposal phase:

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

Each resident was able to complete a document, the form of which was approved by the council and submit to the municipal administration or rural eldership. Residents could submit proposals in person, send by classic mail or e-mail.

32b. Number of citizens participating: 8 persons plus the 120 (8 x 15 persons that supported the proposal).

32c. Participation rate (% of citizens): 0,2 % of the total population or 0,33 % eligible to vote (over 18).

32d. Number of proposals received in total: 8 citizens submitted proposals. Eligible for implementation - 5 proposals.

32e. Main categories of proposals:

Creation and improvement of infrastructure– 3 proposals (“Installation of Anulėnai pond beach with resort”, “Bear family for the town of Telšiai”, “Construction of decorative sign „VARNE“”).

Education. A proposal relevant to the students submitted by the school teacher – 1 proposal (Mobile biotechnology class).

Training of the population. A proposal relevant to women – 1 proposal (7 days for women to improve).

32f. Information provided to citizens after completion of the proposal phase: Residents were informed about the suitability of the project after the feasibility checked. Information about the submitted proposals is published on the municipal website. Residents were invited to vote for the proposals. The invitation was issued on the website, social networks.

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 descriptions of the proposals were submitted to the project idea evaluation working group, whose members are also the heads of the municipal administration departments. The possible implementation of the project ideas was assessed in the departments and the implementation possibilities were discussed during the meeting. The implementation of one of the proposals required the approval of a higher authority, so a written request was made. A written reply was received. The evaluation of the proposals took 5 weeks.

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

The descriptions of the proposals were submitted to the project idea evaluation working group, whose members are also members of the municipal council. They participated in the evaluation of the proposals by the working group.

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

Citizens making specific proposals were consulted by phone, e-mail. Direct contact was avoided due to the COVID-19 situation.

33e. The difficulties that became apparent through the feasibility check: It is very important to form a competent evaluation team of the submitted project ideas. It is important that the feasibility of the submitted project is assessed from various aspects. E.g. residents support the project's idea to erect a sculpture at a roundabout and decorate the town, but it is necessary to ensure drivers' right to safe driving and good road visibility. It is necessary to assess the situation in this regard. We needed the consent of a higher authority and the conditions were obtained for how this could be done. This project did not win, so we will not implement it.

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

The issue of change has not yet been considered.

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

8 proposals submitted, but only 5 left for voting after feasibility check and summarizing similar proposals, it is 63%.



Voting phase:

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

Resident voting was conducted in electronic and paper-pencil. Electronic voting has been hosted on Google. Residents could submit paper-pencil questionnaires to the municipal administration or rural eldership administrations. Each resident over the age of 18 could vote once in a chosen way: electronically or by paper-pencil. Only one proposal could be voted on. The vote continued 4 weeks.

34b. Each citizen was given the following number of votes: 1 vote only.

34b. Number of citizens voting: 38 827

34c. Participation rate (% of citizens): 5,7% of the population having the right to vote.

34c. Number of votes received in total: 2 207

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

	ELEKTRONIC	%	PAPER-PENCIL	%	Total	%	Amounts, EUR
INSTALLATION OF ANULĖNAI POND BEACH WITH RESORT	433	29	505	73	938	43	18 786,00
7 DAYS FOR WOMEN TO IMPROVE	466	31	172	25	638	29	19 200,00
BEAR FAMILY FOR THE TOWN OF TELŠIAI	263	17	12	2	275	12	20 000,00
MOBILE BIOTECHNOLOGY CLASS	177	12	4	1	181	8	19 466,85
CONSTRUCTION OF DECORATIVE SIGN 'VARNE'	174	12	1	0	175	8	6 200,00
	1 513	100	694	100	2 207	100	

The Project "INSTALLATION OF ANULĖNAI POND BEACH WITH RESORT" was winning.

34e. Total PB budget realized / implemented:

The PB budget (20 000 EUR) is planned and the project will be implemented in 2021.

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

- No Yes, unused
- Yes, otherwise designated

If yes, why was part of the budget unused? The project has not yet been implemented.

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

The results of the voting were published on the Municipality's website and on social networks.

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

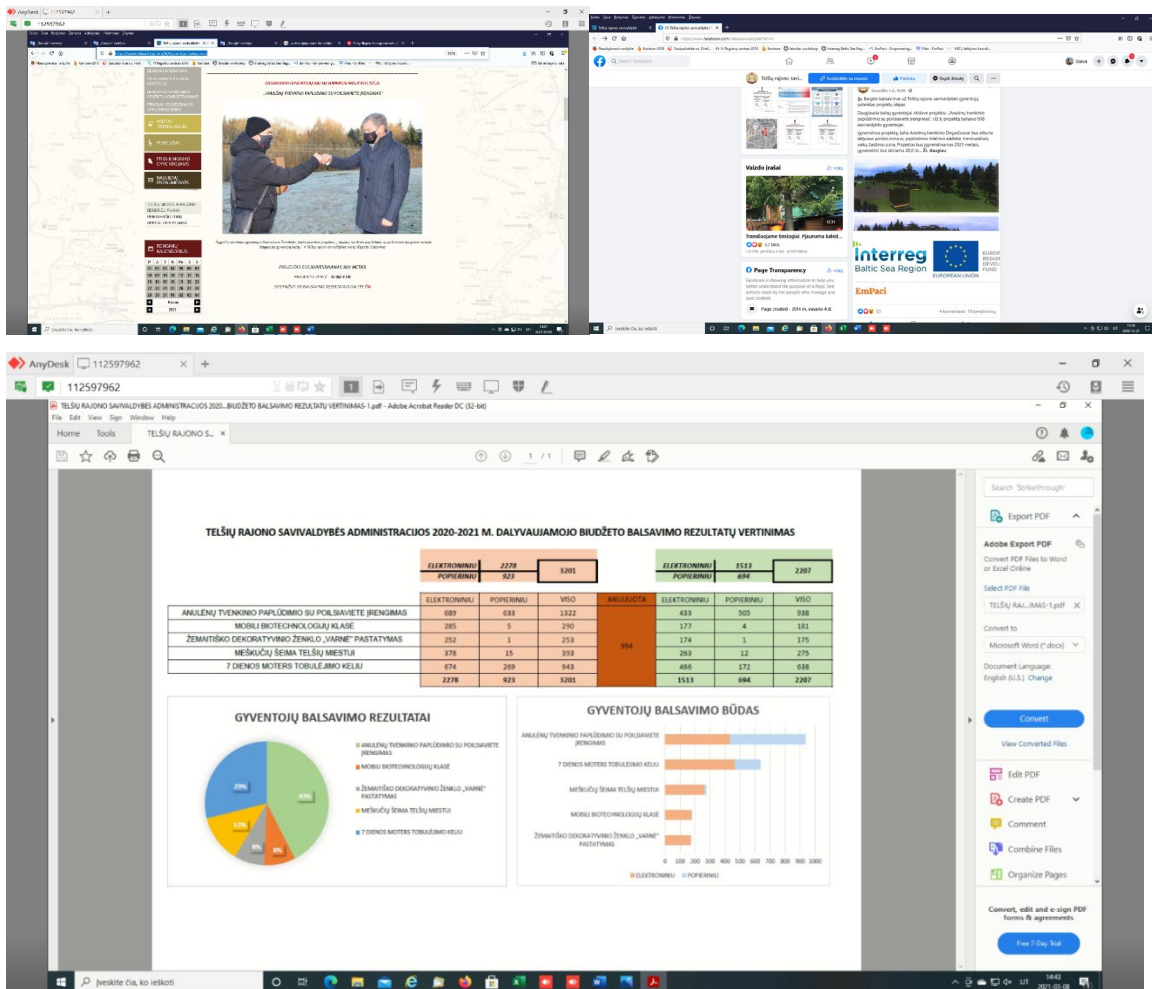
Project "INSTALLATION OF ANULĖNAI POND BEACH WITH RESORT" were winning. This project will be implemented in 2021. Funds are planned in the municipal budget. The project will be implemented by the Municipal Administration. There will be regular communication with the project applicant. Residents will be informed about the progress of the project on social networks.

34i. Timeframe planned to realize the approved projects: The year 2021.**34j. Extent to which citizens were involved in the realization of the approved projects:**

Citizens will be informed about the start and end of work on the municipality's website and social networks. The person who submitted the proposal will be contacted personally by phone and e-mail during the project implementation period.

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

The information was published on the Municipality's website (<https://www.telsiai.lt/go.php/lit/Gyventoju-balsavimas>), on social networks. After announcing the winning project on social networks, many positive comments were received. The residents of the community congratulated each other and rejoiced in the goal achieved. The mayor congratulated the winner. The communities are interested in the PB. The mayor of the municipality supports this initiative. The community that submitted the winning project is interested in when project proposals will be available again. The municipality plans to implement the second PB. The project selection will take place in 2021, and the winning project will be implemented in 2022.



Link to accountability report: <https://www.telsiai.lt/go.php/lit/Gyventoju-balsavimas>

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

The local council were informed about the completion of the 1st PB pilot during the 2021 budget planning and the presentation of the 2021-2023 strategic action plan. Other actors involved had the opportunity to follow the information on the municipality's website and social networks.

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 first PB was successfully implemented with the help and advice of project partners and the efforts of local actors.

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:

In municipalities, where residents and NGOs are not active, the appropriate tool is to send personal e-mails, have personal phone conversations, and invite residents to a meeting. It is useful to look for active people you know personally. Municipal staff (elders of rural elderships, staff of the social support department, organizers of youth work) can be very useful in disseminating information.

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

The municipality did not set very specific goals when implementing the first PB. It was important to implement the PB and reach as many people as possible.

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

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

Project partners shared good and bad experiences. This has helped in making decisions on the implementation of the PB. There was useful information posted on project could drive.

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

PP12 plans to involve more external trainers in the implementation of the second PB. The project idea evaluation working group plans to review the PB regulation and to form conditions for the submission of project ideas.

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

Not yet discussed, but it is planned to look for ways.