

Concept (description of the expected results) of the work of the EmPaci project partners on the creation and implementation of participatory budgeting processes in the Gatchina municipal district

This document describes the expected results of work on the implementation of certain elements of participatory budgeting technology in the city of Gatchina, Leningrad Region, within the framework of the EmPaci project in 2020.

Due to the fact that currently a federal bill on amendments to 131 federal laws has been developed and is undergoing the procedure for adoption (Bill No. 893063-7 On Amendments to the Federal Law "On General Principles of Organization of Local Self-Government in the Russian Federation"), in part legal regulation of participatory budgeting issues, it seems necessary to take into account the provisions of this draft law when forming the products of the Project.

Thus, when forming the Project products in 2020, the following framework packages of requirements and restrictions will be taken into account:

- Requirements of the Administration and the Council of the Municipal District of Gatchina (At the time of the development of the Concept, the requirements of the Administration of the Gatchina Municipal District were not formulated, therefore they are supposed to be added later as a fourth framework);
- Requirements 131 of the Federal Law "On General Principles of Organization of Local Self-Government in the Russian Federation";
- Requirements of the Involvement Standard developed by the Agency for Strategic Initiatives for the Ministry of Construction of the Russian Federation in 2019;
- Basic requirements for a digital platform for involving citizens in solving urban development issues "Active Citizen", approved by the Order of the Ministry of Construction of the Russian Federation on 03/21/2019;
- Requirements of the EmPaci Project

The main objectives of the implementation of the project for the implementation of participatory budgeting in the municipal district of Gatchina:

Implementation of the processes of involving citizens in the distribution of part of the budgetary funds of the municipality for:

- Development of a dialogue between the authorities and society in order to achieve common goals.
- Joint development of constructive solutions.
- Development and implementation of projects based on new ideas.
- A platform for conflict-free dialogue.
- Creating a truly comfortable environment and solving social problems.
- Increased transparency and openness of the budget.
- Improving the financial and budgetary literacy of the population.
- Elaboration of a development map of the municipality.
- Improving the quality of life of citizens.

What does the municipal district get?

- A new platform for dialogue between citizens and authorities, which is devoid of a political component. During the course of the project, any party or public affiliation

should be ignored. The Budget Commission is a place of communication for equal citizens.

- Citizens who are not indifferent to the problems, who are ready to work on solving problems together with the administration. The conditions for choosing the final projects are simple - if no work is carried out on them, primarily by the citizens themselves, no participatory budgeting will work.
- Solving problems that the administration does not reach, since most of the discussed problems are secondary, but no less important. The administration may not get to pedestrian paths or sports grounds in a certain area of the city for years, but here the residents themselves will indicate where and what needs to be done or repaired.
- New ideas and new people, because many ideas offered by the townspeople are worth implementing. And the townspeople themselves participating in the project in the future will become municipal deputies who know their business.

How it works?

First, it is necessary to help the townspeople come to terms with each other. This requires regular meetings with the work of a moderator, joint discussions, writing applications, and other forms of group work. The moderator and the group jointly cut off non-constructive proposals and people who bring instability.

Secondly, it is necessary to help the townspeople to come to an agreement with the administration. This requires joint work on selected applications, always in the form of personal meetings. The desire of the administration must be visible and understandable, otherwise no trust in the project will arise.

Third, citizens need to be provided with information and taught to use it. This requires disclosure of budget data, consultations from administration departments, as well as lectures by experts and access to methodological materials on the subject of budget, planning, etc.

And, finally, you need to demand results and a willingness to take responsibility for your decisions from the townspeople. Now they are full participants in decision-making.

About budget funds

The amount should be large enough to interest residents - from 1-10% of the budget. The amount should be allocated from the free funds of the municipal budget. Money for implementation should not come from existing programs.

All calculations of the cost of projects, technical specifications and other documentation are done through the administration. Projects are included in the budget items of the respective departments (improvement, education, etc.). Projects are implemented in accordance with Federal Law-131 and the Budget Code of the Russian Federation. Since the manager of budgetary funds is the municipality, all projects within the framework of the PB go through standard procedures (tenders, acceptance of works, etc.). The only difference is that citizens are actively involved in all stages, which gives them the opportunity to understand the work of the administration from the inside.

The effects of PB are long-term and do not appear immediately. The main consequences for municipalities noted by experts:

- increase in tax revenues,
- reallocation of expenses for the needs of residents,
- increasing financial literacy,
- the emergence of a more constructive dialogue between the authorities and citizens,
- more careful attitude of citizens to the constructed objects due to their personal participation in the process.

Main planned activities and expected results of the Project in 2020.

Stage 1 - Organizational 1-2 months

Development of a model suitable for the city (analysis of the situation, needs, problems of the administration and residents)

- Select areas in which citizens will come up with projects (taking into account the powers of the administration)
- Resolving the issue of financing (including co-financing from citizens + businesses)
- Development:
 - o documentation; including: order of participation
 - o in the project (who can submit and who cannot, etc.), the procedure for selecting projects, the procedure for allocating funding, the procedure for managing the implementation of the project, creating project maps (according to which you can further sort them on the website), examination maps (for ease of analysis),
 - o site (or embedding on an existing site),
- creation of a working group in the municipality (to determine the composition and responsible persons).

Stage 2 - Information campaign 1-1.5 months

Conducting an information campaign:

- informing about the project (media, SMM, etc.)
- Educational activities (open lectures, workshops, neighborhood festivals, information campaign in schools, etc.)
- Collection of applications

Stage 3 - Examination of applications 1 month

Conducting an introductory briefing for project moderators and administration staff.

Examination of applications received in accordance with formal criteria:

- For compliance with the criteria at the entrance to the project (spheres, amounts, land, merging the same initiatives into one - automatic system operation).
- In accordance with the authority of the administration - manual work.

The task is to cut off initiatives that are not relevant to the project.

Information support (publication of articles, announcements, etc., maintaining a site and a group in VK, working with messages from citizens)

Stage 4 - Negotiation 1 month

Initial voting for the most important projects for the MR (online and / or offline)

- Primary absentee voting of residents (based on the results of an examination according to formal criteria on the website / in absentia in municipalities, HOA, etc.)
- People's gathering (for example, a two-day festival of projects) where 20-30 projects are selected
- Creation of a reconciliation commission (authors + representatives of the Ministry of Defense) and an expanded (citizens - by lot), which will work on the project.
- Information support (publication of articles, announcements, etc., maintaining a site and a group in VK, working with messages from citizens)

Stage 5 - Educational + design 1.5 months

Educational stage for members of the commission:

- Work with the reconciliation and extended commissions.
- Conducting educational activities for the development of projects.
- Interaction with authorities to finalize projects.
- Attraction (or not?) Of co-financing.
- Additional examination of projects, carrying out estimates, preliminary design
- Information support (publication of articles, announcements, etc., maintaining a site and a group in VK, working with messages from citizens)

Stage 6 - Final

- Presentation of projects and voting at an extended meeting of the conciliation commission.
- Selection of 3 projects.
- Questioning of the members of the commission.
- Implementation of projects throughout the year.
- Participation in the work of the working group on the implementation of the winning initiatives.
- Media coverage of the implementation of the winning initiatives.