



2020 (estimated)

17. Income from loans and credit (amount):

2018 (estimated and actual)

2019 (estimated and actual)

2020 (estimated)

18. Municipal debt as per 31<sup>st</sup> of December (amount):

2018 (estimated and actual)

2019 (estimated and actual)

2020 (estimated)

19. % of city Budget for personnel and staff:

2018 (estimated and actual)

2019 (estimated and actual)

2020 (estimated)

20. % of Municipal Budgeting for investments (capital budget):

2018 (estimated and actual)

2019 (estimated and actual)

2020 (estimated)

21. % of Municipal Budgeting spent for maintenance:

2018 (estimated and actual)

2019 (estimated and actual)

2020 (estimated)

22. Service to debt (reimbursement of loans and interests) - amount –

2018 (estimated and actual)

2019 (estimated and actual)

2020 (estimated)

### **III – PARTICIPATORY BUDGETING**

#### ***(0) Basic data***

- In which year did PB started?
- How many projects have been voted and approved so far? [in total and per year]
- Out of them, how many have been implemented?

#### **(i) Financial dimension of PB**

23. What is the amount of municipal budget decided through PB since its launching and per year (local currency or USD)

24. What is the origin of resources made available for PB (national resources, specific projects, own-resources, subsidies, donations, etc.)

25. What has been the impact of PB on tax collection?

26. % of citizen's PB requests that were turned into actual services and public works?

27. Are there any criterions for PB resources allocation (by region, by topic, or by agents, for example?)

## **(ii) Participatory Dimension**

### ***Community participation and representation***

28. How many people participate? [Absolute numbers per year; disaggregate women and men]
29. Is there any PB Council (or similar system)?
30. Which is the final instance that decides upon the participatory budget?
31. Who are the members of the PB Council - or similar instance - ?
32. How PB delegates and councilors (women and men) are elected? (Who can be elected, number of delegates by participants, etc.)
33. How gender, ethnic and age issues are addressed?
34. Are there any specific citizens instance (commission, informal groups, etc.) for budgetary oversight and follow up of PB approved projects? Who carries out this control?
35. Are actual figure on budget implementation made public? Through which channel (s)?

### ***Municipal public participation. Local Authority commitment***

36. What is the role of the municipal administration throughout PB process (staff commitment and role; operational links with departments in charge of participation, engagement in specific actions such as “priority caravans” ?
37. What are the relationships with the legislative branch throughout PB process?
38. Are the demands made during PB process scrutinized? Is there any technical assessment? How is it carried out? By whom?
39. Which activities are performed to inform and mobilize citizens?
40. How are PB results disseminated once being approved?

### ***(iii) Legal framework dimension and institutionalization of PB process***

41. What are the relationships between participatory budgeting and administrative procedures [contracting of civil servants or outsourcing; contacts and relations with the different structures of participation...]
42. Is there any formal or informal instrument for implementation of participatory budgeting (by-laws, decrees, locally established set of rules)?

43. What is the relationship between participatory budgeting and others official documents or urban planning regulations, such as strategic plan, urban development plan or master plan?

44. Are there any other participatory instruments in the city, such as: multi stakeholders round tables, thematic councils, parish, or neighborhood assemblies? How is PB related with these participatory instruments?

45. Is PB a consultative process or a deliberative one where people have the power to decide?

#### **(iv) Spatial Dimension**

46. Are there any boroughs, sub districts, sub-municipalities, or regions, parishes or other forms of municipal decentralization? When were they put into place? How many are there?

47. In how many regions or districts is PB organized?

48. Which are the criterions, if any at all, for breaking out budgetary resources among the various municipalities, districts, regions, areas or parishes?

49. Has there been any change in budgetary allocation (by regions, districts, etc.) as a result of PB?

50. What are the amounts received by each district, regions, parishes, etc. (2018, 2019, estimated for 2020)

#### **IV. INNOVATIVE FEATURES**

51. Describe the main innovative features of your PB experience (which turns it into a unique experience)

#### **IV. ANY OTHER RELEVANT ASPECT**

52.

Author:

Date:

Position: