

VOICE&VOTE

LET'S GO BEYOND PUBLIC CONSULTATION

Case studies of deliberative participatory processes from
Active Citizens Fund beneficiary countries and others

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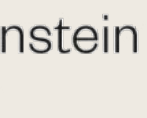

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Iceland 
Liechtenstein 
Norway  **Active
citizens fund**

About the publication

Recent years have brought an international discussion on the challenges of involving citizens in decision-making processes: how to ensure a greater diversity of participants and the possibility for different views to resonate? How to get qualitative findings? How to address difficult and controversial topics in an increasingly polarized society?

In the search for new approach, local governments and community organizations have started to turn to methods, using random sampling, ensuring representativeness, a longer process, incorporating deliberation based on expert knowledge¹. Assemblies, councils or citizens' juries are thus used. We can see that there is no turning point from this path. [The European Union has even made it compulsory to include citizens' panels in the process of making important legal changes.](#)

In this publication we gathered a few advanced deliberative initiatives that present more complex participative methods. As such we treat processes like:

- » citizen's assemblies, that use random sampling to create a group of participants that match the population, have experts to present the remit and use deliberation as a tool for a better discussion,
- » more complex, long lasting processes, such as citizen's juries and citizen's councils, that also use randomisation, deliberations and expertise.

» What did we find out?

There are 16 countries where EEA funds are implemented (or possible): Bulgaria, Croatia, Cyprus, Czech Republic, Estonia, Greece, Hungary, Latvia, Lithuania, Malta, Poland, Portugal, Romania, Slovakia, Slovenia. If we were to believe our research and the OECD base, there are only 6 countries that have so far had any experience with deliberative approaches. In the broadest terms, we can say: the deliberative wave is only just beginning to be visible on the horizon in this region. The leader in terms of activities, both in terms of the number of processes, their complexity and the methods used, seems to be Poland, where 13 citizens' assemblies (including one at the national level) and 3 citizens' councils have taken place so far - for the purposes of this publication we have selected 3 Polish processes. The other countries reached by the deliberation wave are mainly experimenting with the citizen assembly method, implementing single nationwide activities (in addition to those mentioned in this publication, we have also reached citizens' assembly in Estonia).

¹ For the purpose of better understanding the subject, we refer to the [OECD publication](#) "Catching the deliberative wave". They understand the wave as a process, where: Public authorities from all levels of government increasingly turn to Citizens' Assemblies, Juries, Panels and other representative deliberative processes to tackle complex policy problems ranging from climate change to infrastructure investment decisions. They convene groups of people representing a wide cross-section of society for at least one full day – and often much longer – to learn, deliberate, and develop collective recommendations that consider the complexities and compromises required for solving multifaceted public issues.

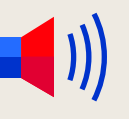
Applying the filter of specific methods, at the scale of the whole studied region we reached single processes representing a methodology other than assemblies and still only citizens' juries and councils were used.

It is probably also worth pointing out, as seems somehow natural, that these first experiences are often of a smaller scale, shorter, and the methodology itself is adapted (mainly simplified) with respect to the principles and guidelines used in the OECD publication to which we are definitively referring. This manifests itself, for example, in the conduct of a citizens' assembly in one day, or the rather seamless transitions in vocabulary, especially between a jury and a citizens' council. In spite of this feature, we still believe that these processes are worth showing and looking at, and exchanging experiences in order to take into account good practices, avoid mistakes in the long run and develop the deliberative approach in our countries.

Having that said, we want to thank all the people that sent their case studies to us and apologise that we couldn't put in this publication all of them - some were - in our opinion - too far from the deliberative approach that we want to focus on.

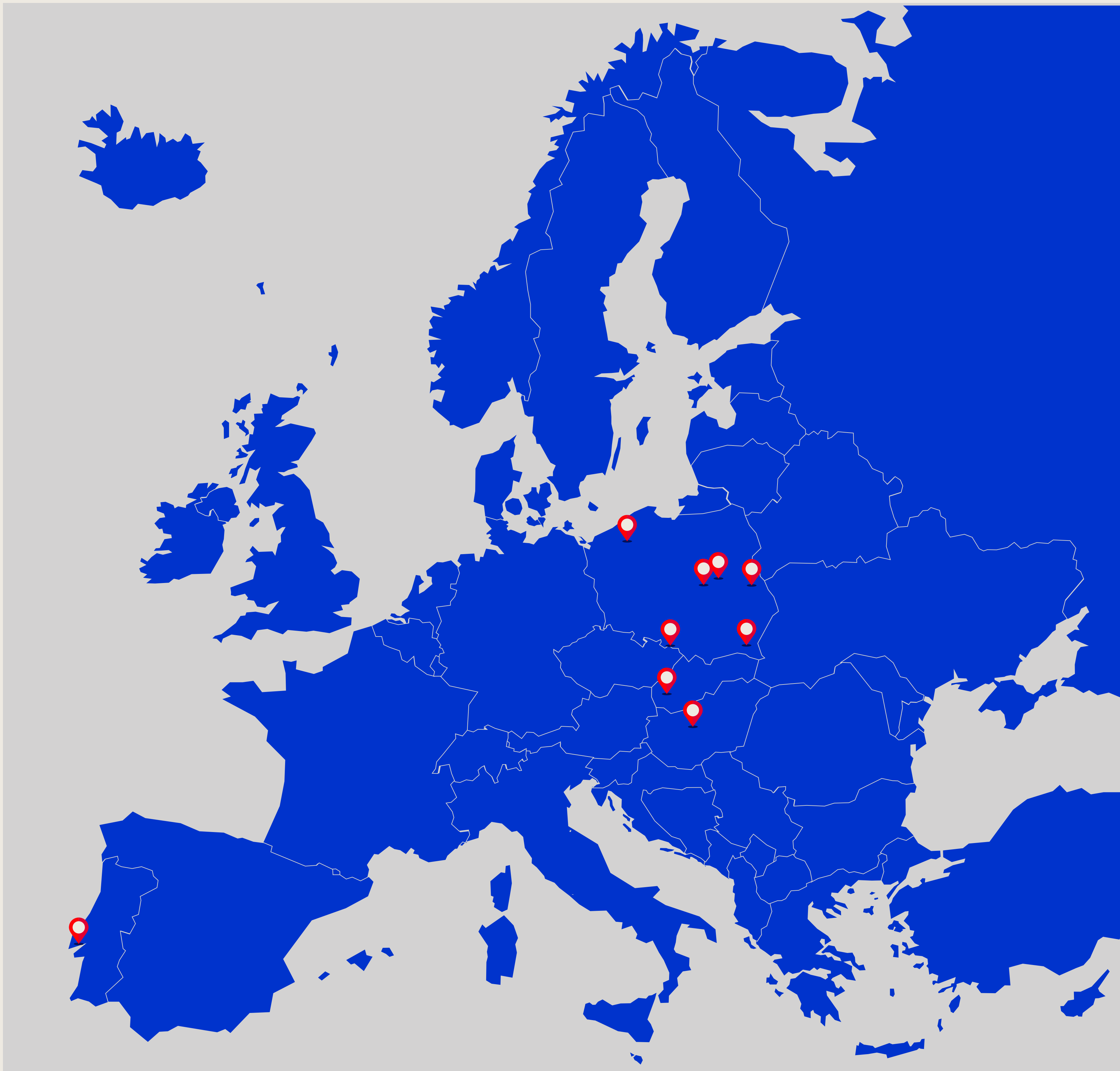
However to present more of citizens' assemblies and councils themselves, we've added some deliberative processes that we discovered in countries from the Balkan region that are outside the Active Citizens Fund area. We think there are valuable experiences to look at.

This publication is part of an international initiative which was a space for exchanging knowledge, comparing different countries and perspectives and learning from each other on the European level and see if and how we can catch the deliberative wave. The initiative consisted of:

- » **a webinar** (June 29th 2023) when we talked about the good practices in the field of deliberative processes and shared first reflections related to local challenges in the beneficiary countries  [recording of the webinar](#)
- » **a desk research** when we collected examples of deliberative processes from the Active Citizens Funds support area to include them in this online publication
- » **a live meeting in Warsaw**, Poland (September 18–19th 2023) when people involved in participatory processes and seeking methods for in-depth, qualitative conversations on public issues, but also simply interested in this topic had a chance to learn about examples of good practices from the Active Citizens Funds support area and to exchange experiences.

Case studies

of deliberative participatory processes
from Active Citizens Fund beneficiary countries



Citizens' Assembly in Trnava, Slovakia

Starting point for the process

The theme of the assembly was defined in the preparatory phase by the representatives of the city of Trnava. Representatives of the city, independent experts, observers and researchers from the Department of Sociology of the University of Trnava were present at the event.



Process design

The assembly consisted of 30 residents: 13 women and 17 men from 4 age groups (18-24, 25-39, 40-64, 65 and over), 5 educational levels and all city districts. The participants were provided with reimbursement. During the meetings they were working both in smaller groups (4-10 participants) and at plenary discussions with experts. They met three times - twice for an evening meeting (3h) and once for a full-day meeting.

Tenor of the process

Phase 1 - Introduction and formulation of questions

Before the process began, participants were given study materials to gain a deeper understanding of the topic and know more about water retention, urban greenery, construction work, heat wave preparation, and citizen information and education. At the beginning of the first meeting, it was necessary to spend time getting to know each other in order to create the friendly atmosphere necessary to build trust. This was supported by the presence of a representative of the city, namely the deputy mayor.

Participants worked in small groups for a substantial part of the meeting on the following topics:

- » What is important for me/what is important to think about when discussing Trnava's preparation for climate change by 2030?
- » What do I need to know? Where do I have questions in relation to our topic?
- » Who do I want to know the answers from?

Phase 2 - Discussion with experts

The second meeting was aimed at answering the questions defined at the first meeting and informing the participants about the professional aspects of the whole issue. For this reason, independent experts were present (water protection expert, biodiversity expert, green energy expert) as well as representatives of the city, e.g. the Head of the Department of Urban Development and Concepts, the Department of Construction and Environment, a landscape architect working with the city, the climate change adaptation coordinator and two other stakeholders.

Phase 3 - Vision and design of measures

From all the topics discussed in the previous meetings, three were selected for detailed analysis and visioning:

- » water retention in and around the city (including surface treatments, green roofs, etc.),
- » greenery in public spaces and biodiversity (including green and living spaces, organisms),
- » communication of the City of Trnava on preparing for climate change (including education, schools and school facilities and public involvement).

Participants were divided into 3 groups according to each topic and together they drew up a vision. Then they mixed among the groups and commented on each other's thematic visions. Within the visions they defined specific actions and then commented again and prioritised the actions. Finally, a “traffic light” style vote was taken and agreed to present the results of the Citizens' Assembly to the Commission and members.

Name of the process	Citizens' Assembly in Trnava, Slovakia (What should the City of Trnava do to prepare for climate change by 2030?)
Duration of the process	June 2022
Location of the process	Trnava, Slovakia
Coordinators of the process	» city Trnava, » civic association Človek za klímu, » civic association PDCS, o. z.
Who commissioned the process?	organised in partnership with the authorities
Who was in charge of setting the remit (topic) of the process?	the theme of the civic assembly was defined in the preparatory phase by the representatives of the city of Trnava
Participatory tool(s) used	citizens' assembly
Number of participants	30
Principles for deliberative processes	» access to a wide range of accurate, relevant, and accessible evidence and expertise, » group deliberation that entails finding common ground, » random sampling or other methods to gain better representativeness, » task clearly defined as a question that is linked to a public problem, » voting/deciding at the end, » involve a component of broader stakeholder participation
Website of the process	www.obcianskezhromazdenie.sk
Contact to organisers	Anna Zemanová (PDCS, o. z.) zemanh@pdcs.sk, +421 252925016 Ivana Vidová (Participation Department of Trnava) ivana.vidova@trnava.s , +421 3236108, +421 0905377623 Veronika Majtánová (Department of Communication and Public Relations) veronika.majtanova@trnava.sk, +421 3236110, +421 0905920038

Citizens' Assembly in Budapest, Hungary



Starting point for the process

In 2019, volunteers and NGO representatives launched a new national initiative, which specifically aimed to introduce citizens' assemblies in Hungary. In February 2020, the initiative was supported by the Municipality of Budapest and gave space to Budapest's first-ever official citizens' assembly on climate change that sought answers to the question: "How should Budapest tackle the climate emergency?". The civil society network was supported by the DemNet Foundation for the Development of Democratic Rights and the UK based Sortition Foundation.

Process design

A total of ten thousand invitations were sent to ten thousand Budapest residents randomly selected in a representative manner by district, age and gender. The names and addresses of those invited were requested from the Ministry of the Interior's address register. The random selection of participants was carried out using a two-stage random selection method, following what has become typical international good practice for citizen assemblies. A complex data protection protocol was developed in order to guarantee the privacy of potential candidates, in compliance with the applicable data protection rules. Invitees were able to register their participation via an online interface.

The second step of the process involved a representative random selection of 50 participants, representing the population of the capital city aged 18 and over, by gender, age, education and place of residence. The selection was carried out using an open-source algorithm.

After the selection process, the fifty candidates were contacted by phone to discuss the details. Those who declined to participate were replaced by new participants with the same or nearly the same demographic profile. Due to the coronavirus situation, a number of people withdrew their participation. A total of 39 people attended the CA. The organisers provided the participants with a cash grant of 40,000 forints each in recognition of the serious attention, work and two full weekends they had given to the Citizens' Assembly.

Tenor of the process

Phase 1 - Learning

At this stage, the participants, with the help of experts, sought to understand in more depth the consequences and challenges of climate change for people living in cities and the means to protect themselves. After expert presentations on various climate-related topics, participants worked in groups to work through each presentation and then asked questions to the speakers. In the demographically diverse tables, facilitators helped to build consensus by allowing each table to ask only two questions per presentation to the experts. Questions that could not be

answered on the spot were answered in writing by the meeting members after the first weekend. Participants were also given the opportunity at the end of the first weekend of the CA to indicate which areas of expertise they would like to hear more about and who they would like to hear from.

Phase 2 - Consultation

The aim of the second weekend of the CA was to develop eight proposals for action on the climate crisis. As in the previous weekend, attendees were randomly selected to sit at their tables. The next step in the process was for each table to use creative brainstorming methodologies to dream up the Budapest of the future - the city they would like to live in in 2050. Their task was to highlight three key characteristics of the city they envisioned, which they then grouped into themes according to the actions needed to achieve them. These themes formed the basis for the three proposals per table. During the afternoon, three brainstorming rounds were held to fine-tune the proposals. It was important to ensure that the ideas built on each other and that the comments and suggestions of all those present were considered by the table. Leading experts at the tables helped participants to refine their proposals. At the end of the day, the proposals were assessed in plenary. Following the evaluation, the 11 proposals that received the highest support were edited by the leading experts, keeping the original content of the proposals, and similar proposals were merged to produce eight coherent proposals. These proposals were further examined and finalised by the participants the following day, the last day of the meeting. These eight proposals formed the basis of the package of proposals adopted at the end of the meeting.



Phase 3 - Decision-making

On the last day of the Assembly, the eight proposals voted on the previous day were developed in detail. In developing the proposals, participants defined the precise objectives they wished to achieve, weighed up the advantages and disadvantages of each proposal and considered other aspects that might arise and need to be taken into account in their implementation. At the end of the process, the participants prioritised: they evaluated the proposals, thus shaping the final set of proposals formulated by the meeting. Finally, the Assembly members evaluated the work carried out over the two weekends, sharing what they had learned about themselves, each other and Budapest through the process of the Citizens' Assembly.

Name of the process	Budapest Citizens' Assembly (How should Budapest tackle the climate emergency?)
Duration of the process	February-September 2020
Location of the process	Budapest, Hungary
Coordinators of the process	» Municipality of Budapest, » DemNet Demokratikus Jogok Fejlesztéséért Alapítvány, » Sortition Foundation
Who commissioned the process?	organised in partnership with the authorities
Who was in charge of setting the remit (topic) of the process?	the city council of Budapest
Participatory tool(s) used	» citizens' assembly, » citizens' dialogue
Number of participants	39
Principles for deliberative processes	» commissioning authority publicly commits to responding to or acting on recommendations in a timely manner, » access to a wide range of accurate, relevant, and accessible evidence and expertise, » group deliberation that entails finding common ground, » random sampling or other methods to gain better representativeness, » task clearly defined as a question that is linked to a public problem, » participants have time to come to the decision (they meet for at least four full days in person)
Website of the process	www.kozossegygyules.budapest.hu
Contact to organisers	Éva Bördös, eva.bordos@demnet.org.hu , demnet@demnet.org.hu , +36 707755811

Civic Council in Poland

Starting point for the process

The idea for a nation-wide two-step civic council appeared at the Shipyard Foundation several years ago. Before that, Foundation organised local citizens' assemblies or a civic deliberation process on education in the context of the 2019 teachers' strikes. Back then, there was a grassroots gathering of over 4,500 people in 150 locations across the country. This was an important addition to the democratic system of public debate, an important space to discuss and propose systemic solutions. The idea germinated and Shipyard wanted to try it again, knowing that the list of issues to be solved in Poland was huge. The invasion of Ukraine by Russia has made the energy-poverty related topics of energy and energy sources particularly relevant to Poland's security, and the galloping inflation has created an additional sense of uncertainty and fear, possibly driving more households into energy poverty. The process was organised from the outset as a bottom-up, independent of the Polish Government and funded by the European Climate Foundation. It Was also the first of its kind and scale in Poland - local councils combined with the first nationwide citizens' assembly.



Process design

The model that was tested involved two stages: nationally dispersed, publicly accessible local councils, involving a wide, diverse group of national citizens and stakeholders in the conversation, and a nationwide citizens' assembly, involving a representative group of male and female citizens in the development of a set of recommendations at the end of the process.

Although the issue of energy costs and fuel poverty was among the most important topics in the public debate at the time of the recruitment to the assembly, there was relatively little interest in participating in a venture requiring 2 two-day visits to Warsaw. The recruitment process took a total of over a month (40 days) and involved up to 111 interviewers at its peak. During this time, 675,000 attempted telephone calls were made, including 136,000 calls to existing numbers. A total of 113,157 unique telephone numbers were contacted. The subject of the call was successfully introduced to 67,000 people, of whom 4,273 people agreed to talk about energy costs, and 221 people - pre-agreed to participate in the assembly. Thus, the response rate in the survey reached 6.2%, while the percentage of those interested in participating in the panel in the total number of contacts reached 0.2%. In other words, pre-consent to take part in the assembly was given by 1 in 500 people successfully contacted and approximately 1 in 118 people successfully introduced to the topic of conversation (energy poverty). As a result, both the final size of the assembly (we were able to recruit 96 people) and the group structure of the participants after the recruitment closed are slightly different from the initial assumptions.

Tenor of the process

Local councils

Before gathering nearly 100 randomly selected people at the citizens' assembly in Warsaw,

Shipyard encouraged local councils to organise local meetings concerning growing energy costs across the country. Forty-five such meetings were held in Poland in the first half of 2022. They were attended by more than 700 people. During the councils, the participants addressed the same problem which was later deepened during the nation-wide assembly. First, they learned about the problem of energy poverty and its possible solutions (using info sheets prepared by us beforehand), and then discussed and voted for the best ones. The purpose of the councils was to gather the knowledge and opinions of local communities on the topic of tackling energy poverty and to complement the findings of the nationwide citizens' assembly on energy costs with local voices, so that the ultimate findings of the whole project would include opinions from various levels – from local to nationwide.

Citizens' assembly

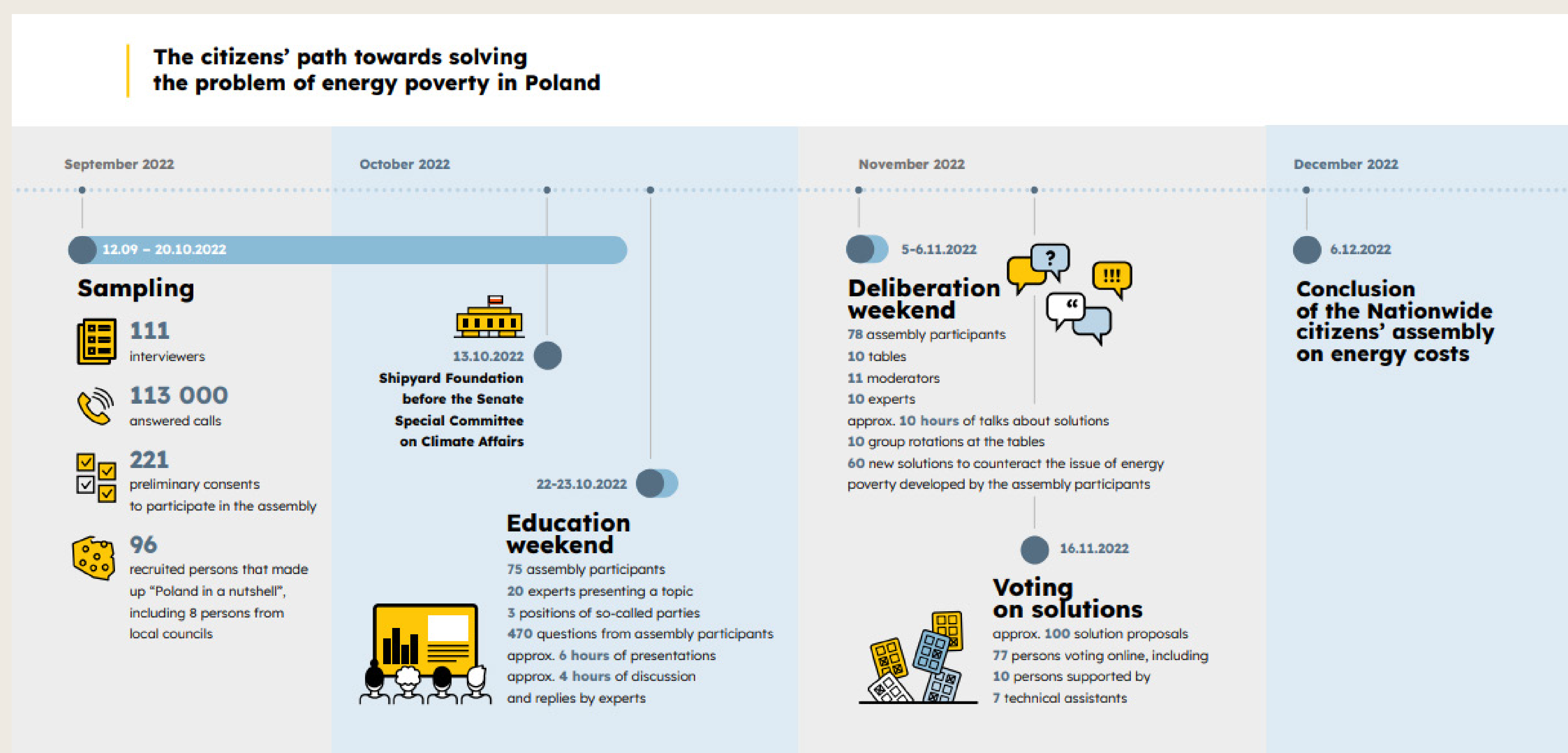
The structure of the entire process – as suggested by experts – was based on three elements influencing the plight of people in an energy poverty crisis: high energy costs, low energy efficiency of buildings and low income. This was reflected in the structure of the education and the deliberation parts of the assembly as well as the ballot paper.

Phase 1 - Learning

Two first days of the assembly were dedicated to education. It consisted of over 20 expert and stakeholder's presentations on different energy poverty related topics. During those days assembly members had multiple smaller groups discussions and Q&A sessions with experts (they asked them 470 questions!).

Phase 2 - Deliberation

Approximately 100 solutions were subject to the deliberative process. More were developed during the process: about 60 were proposed by the experts and the so-called parties, while further 60 were added by the participants during the process. All proposals were marshalled and edited by the Shipyard Foundation team, subject to the approval of the experts and the assembly participants.



Phase 3 - Decision-making

As a result, the voting list consisted of about 100 solutions. They were arranged on the ballot papers in four blocks:

the jointly drafted position of the assembly participants, that is the so-called preamble, which we have included in this report;

general recommendations, consisting of cross-cutting themes on the topic of energy poverty;

directional and detailed solutions organised under three thematic areas (high energy costs, low energy efficiency of buildings and low income);

main directions for solutions, from which three most important ones had to be selected.

Each solution was rated on a five-point scale ranging from “strongly agree” to “strongly disagree”, with an additional option for those with no opinion on the issue.

Name of the process	Civic Council on Energy Costs in Poland
Duration of the process	April-December 2022
Location of the process	» local councils - 45 various locations in Poland » Citizens’ Assembly - Warsaw, Poland
Coordinators of the process	Shipyard Foundation
Who commissioned the process?	a bottom-up approach; no authorities’ involvement
Who was in charge of setting the remit (topic) of the process?	Shipyard Foundation
Participatory tool(s) used	» local councils » citizens’ assembly
Number of participants	» 700 - 45 local councils » 96 - Citizens’ Assembly
Principles for deliberative processes	» access to a wide range of accurate, relevant, and accessible evidence and expertise, » group deliberation that entails finding common ground, » random sampling or other methods to gain better representativeness, » task clearly defined as a question that is linked to a public problem, » participants have time to come to the decision (they meet for at least four full days in person), » voting/deciding at the end, » involve a component of broader stakeholder participation
Website of the process	www.naradaoenergii.pl/wp-content/uploads/2023/01/podsumowanieen.pdf
Contact to organisers	Maria Jagaciak, naradaoenergii@stocznia.org.pl

Citizens' Jury in Lisbon, Portugal (Lisbon Citizens' Council)

Starting point for the process

The Report on the State of Democracy (International Institute for Democracy and Social Assistance, 2021) reports on Portugal's setbacks in the quality of democracy, aggravated by the effects of the Covid-19 pandemic. The perception of citizens is consistent with this decline: in the Quality of Democracy Study in Portugal (Barometer of the Quality of Democracy of the Institute of Social Sciences), political participation and the relationship of citizens with politicians was the dimension with the worst evaluation. As for young people, the survey conducted by the Calouste Gulbenkian Foundation in 2020 shows that 57% of young people over the age of 15 consider the current functioning of democracy in Portugal as "average" (28%) or "bad" (29%). Moreover, in Lisbon, abstention in the 2021 local elections was 49%, revealing a worrying lack of interest in political participation. Given this context, Lisbon City Hall considered it urgent to strengthen its civic participation policies through the implementation of innovative and differentiating initiatives, such as the Lisbon Citizens' Council (LCC). So far Lisbon Citizens' Councils have been organised twice - first on an issue of climate policy and on second on a concept of a 15-minute city (further referred to first and second edition of the LCC respectively).



Process design

Enrolments ran from January to April 2022 and closed approximately three weeks before the date of the first LCC edition (Lisbon's Citizen Council on Climate) to allow for the draw to take place as well as the call for participants. Each enrolment corresponded to a chance to participate, which was decided by a draw. In the Lisbon Citizens' Council on a 15-minute city the methodology was adjusted according to the lessons learnt thanks to the testimony of the participants, the recommendations of the Institute of Social Sciences of the University of Lisbon and the contributions of various national and international experts who make up the Advisory Committee of the project. While maintaining the minimum age of 16, only citizens who reside in the municipality of Lisbon were eligible for the second edition. In order to ensure greater diversity among the participants and to reach those citizens who tend to participate less in public life, the enrolment method was also adjusted.



The process involved sending around 20,000 letters to random addresses, containing an invitation to participate, an enrolment form and a validation code, as well as information about the project. Through a service contracted with the Portuguese postal service company, CTT, distribution was carried out in the municipality's 24 parishes in a manner proportional to the number of residents in each, based on the 2021 census.

The process took place as follows:

- » the proportion of the number of residents per parish in relation to the total number of residents of the municipality was identified,
- » the number of invitations to be distributed (~20,000) was adjusted accordingly,
- » the invitations were sent through a sampling of streets that allowed the delivery of the letters in different geographical areas of each parish,
- » citizens received the invitation and enrolled online via an internet platform or returned the enrolment form via postage paid envelopes.

To ensure randomness and stratification of the selected sample, each person enrolled had a numerical identifier, without name or any other element besides gender, age, nationality, parish of residence, professional situation and level of education. The draw was carried out using software to create a random and stratified sample, ensuring that these six criteria were represented according to their proportion in the population.

Tenor of the process

The first edition of the LCC took place in March and April 2023 at the City Hall building. The agenda was published in advance on Lisbon's City Hall's (CML) institutional website and was defined by a group of external facilitators who were contracted to run the work sessions in an impartial manner. Apart from the selected citizens, facilitators, CML services, evaluators and invited experts, no other person was able to intervene during the work of the LCC, with the exception of the final session to present the citizens' proposals to the Mayor of CML and whoever was indicated by them. Participation in the sessions of the Citizens' Council was not remunerated, nor did it involve any compensatory measures. However, City Hall ensured all meals throughout the exercise and provided the necessary support for transport to participants who requested it.

LCC working sessions included:

- » Learning about the topic and debate with invited experts, as well as CML's competencies in the matter;
- » General discussion on the topic and identification of challenges and priorities;
- » Ideation and proposal generation;
- » Selection and further development of the proposals to be presented;
- » Election of spokespersons;
- » Presentation of the proposals to the President of CML and debate.

The authorities swore to accept whatever recommendations will be put forward by the Council, although their implementation was and is dependent on their feasibility. It is, however, worth noting that the CML has officially made its intention to organise at least one LCC every year.

Name of the process	Citizens' Council on a 15-minute city in Lisbon
Duration of the process	March-April 2023
Location of the process	Lisbon, Portugal
Coordinators of the process	Citizens' Forum Association
Who commissioned the process?	organised in partnership with the authorities
Who was in charge of setting the remit (topic) of the process?	Citizens' Forum Association
Participatory tool(s) used	citizens' jury/council
Number of participants	50
Principles for deliberative processes	<ul style="list-style-type: none"> » group deliberation that entails finding common ground » random sampling or other methods to gain better representativeness » task clearly defined as a question that is linked to a public problem » voting/deciding at the end
Website of the process	www.cidadania.lisboa.pt/fileadmin/cidadania/participacao/conselho_cidadaos/edicao2_Metodologia_EN.pdf
Contact to organisers	info@forumdoscidadaos.pt

Citizens' Council in Polesie region, Poland (The Debate of Polesie)



Starting point for the process

The idea of holding the Debate of Polesie grew out of the experience and observations of the Towarzystwo dla Natury i Człowieka (Society for Nature and Man). The organisation has been working for years to protect the environment in, among other places, Lublin's Polesie. The issue of coal mining and its impact on nature is a complex problem, but the organisation's experience showed that there is no space for a substantive conversation on the subject and that the most important people - residents of the area - are not invited to such discussion. The debate was intended to address this need, to create a space for education and discussion, to allow people to form an opinion and, at the end, to make recommendations to the local and state authorities on the issue, as the residents determine.

Process design

Residents of 16 specific municipalities in Polesie region concerned with the topic of the Debate and who live, do business or own real estate in their area were invited to participate in the Debate. The selection was not representative, but in the case of over-representation of any of the communes or a large number of people interested in the topic, the final composition of the Debate was planned to be drawn by lot. However, this did not happen, as the number of participants was in line with the planned numbers, and there was no overrepresentation of any of the municipalities.

Tenor of the process

The Debate was a series of four meetings, during which a group of 33 participants met with environmental experts, naturalists, specialists in hydrology, economics and local development, and then, through deliberation, proposed recommendations answering the leading question of the Debate: "What kind of future for Polesie do we want? What decisions should be made by authorities at various levels regarding coal mining development plans in order to - in the context of climate change - ensure sustainable, ecologically and socially sustainable economic development of Polesie, beneficial to residents and the quality of life in the region, and protecting the unique nature?".

Representatives of the parties to the discussion (local governments, business, miners, scientists, social organisations) were also invited to present their perspective before the Debate participants.

Phase 1 - Learning and deliberation

The first three meetings were of an educational-deliberative nature. During them, presentations were made by experts and representatives of the parties. In each of these meetings, participants also had the opportunity for discussion and group work, as well as to create their own

recommendations. They were also able to ask additional questions to the experts present on an ongoing basis. In the 3rd meeting, the greater part of the day was devoted to deliberation.

Phase 2 - Decision-making

On the last day of the Debate, the participants, by voting, chose among the recommendations addressed to local, regional and national authorities. Materials from experts and parties (presentations) and recordings of their speeches were shared on the Debate’s website. Experts also had the opportunity to review the recommendations of the participants between the third and fourth meetings of the debate and provide their comments.

Name of the process	The Polesie Debate
Duration of the process	March-April 2022
Location of the process	Polesie region, Poland
Coordinators of the process	» Towarzystwo dla Natury i Człowieka (Society for Nature and Man) » Research Group of Lubelskie
Who commissioned the process?	organised in a bottom-up manner; without the authority’s involvement
Who was in charge of setting the remit (topic) of the process?	Towarzystwo dla Natury i Człowieka (Society for Nature and Man)
Participatory tool(s) used	citizens’ jury
Number of participants	33
Principles for deliberative processes	» access to a wide range of accurate, relevant, and accessible evidence and expertise, » group deliberation that entails finding common ground, » task clearly defined as a question that is linked to a public problem, » participants have time to come to the decision (they meet for at least four full days in person), » voting/deciding at the end, » involve a component of broader stakeholder participation
Website of the process	www.ekolublin.pl/debata-poleska
Contact to organisers	Krzysztof Gorczyca, krzysztof.gorczyca@ekolublin.pl

Citizens' Councils in Cieszyn, Świdwin, Michałowice and Lesko, Poland



Starting point for the process

The initial point was the need we have diagnosed over the last years of activities and our desire to experiment with participatory tools. We wanted to focus on medium-sized cities of 10,000 to 100,000 inhabitants. Firstly, because they have fewer financial and human resources (than large cities) and less knowledge of climate protection and participation, as we know from our experience working with such municipalities. It is more difficult for them to prepare professional programmes involving citizens in the creation of strategic documents. Secondly, in large cities, strategic planning and consultation processes have already been professionalised, as exemplified by citizen panels. Our project aimed to adapt the tool to the needs and possibilities of smaller cities. In municipalities with less than 10,000 inhabitants, especially in rural areas, on the other hand, climate change planning is less common - where there is a need to first mobilise to undertake such planning and only in a second step to promote public participation.

Process design

The project is divided into two main phases. The first - the Lab - was a piloting of the tools and deeper work with local decision-makers on policy change. The second - the National Meeting - is a way to disseminate the results and the methods developed. We are currently implementing the second part of the project. Our way for better representation was to use a survey for recruitment. The survey at the very end also included a recruitment section for the deliberation (the respondent could opt out of anonymity). Thus, it was the first stage of recruitment and at the same time a diagnosis of the needs of the inhabitants of the municipality. The questionnaires were distributed both electronically on the websites of the offices and in a paper version available in the municipal institutions. Respondents at the end of the survey could agree to participate in the draw for the composition of the Citizens' Council - such agreement was given by an average of 20 percent of respondents. The survey was additionally promoted through targeted advertising on Facebook.

In each municipality, in addition to the residents enrolled via the survey, we opened an additional recruitment of residents willing to participate via an electronic form. The forms were published on municipal websites and in the local media (also via paid banners). The form asked for basic contact details and metrics. We targeted an information campaign aimed at getting more applications, especially from representatives of marginalised groups (senior citizens, people with disabilities, foreigners, young people), e.g. by mailing to schools in Cieszyn or to senior institutions in Michałowice. Recruitment did not mean getting into a group of participants, only into a group for the draw. The database of enrolled persons was anonymised (we replaced contact data with tokens) leaving only data on age, education, gender. On this basis we drew a diverse group of 11-15 people.

Based on data from the Central Statistical Office (CSO) on the number of inhabitants of the municipality in each age group, we proportionally determined the number of people who should be part of the meeting. We drew 20 people for the core group (i.e. more than the desired number of 11-15 participants) from the group of applicants in each municipality who responded positively to the invitation. In this draw, the criteria for selecting the participants were age and gender.

Tenor of the process

Citizens' Climate Consultation Lab

In 4 municipalities we conducted consultation processes on strategic documents (Low Emission Management Plans or Municipal Adaptation Plans or Environmental Protection Programmes) using the citizen's jury method. As part of the Lab, in each of the 4 municipalities we carried out:

- » a climate awareness survey combined with the first stage of recruiting participants for the deliberations,
- » expert diagnosis of local policies and definition of key issues for the deliberations,
- » implementation of 3 council sessions, under the guidance of climate experts, facilitators and with the participation of local decision makers
- » collection of public recommendations. It was the responsibility of the decision-makers to respond to the recommendations.

The citizens' groups always worked on Thursday and Friday from 5.30 p.m. to 9 p.m., on Saturday from 10 a.m. to 3 p.m. At each meeting, the work was facilitated by three external facilitators. The whole scenario can be divided into three main parts - education, deliberation and voting.



Phase 1 - Learning

We devoted the entire first day (and the first part of the second day) to the commonality of knowledge and saturation of the topic from the content side - we were accompanied in this by independent experts.

Phase 2 - Deliberation

Most of the second day and the third day we spent on deliberation, i.e. time for discussions and work in smaller groups, so that participants could consider the experts' proposals in depth, add their own recommendations, and change them under the influence of learning the opinions of other participants.

Phase 3 - Decision-making

The last hours of the third day were devoted to individual ranking (voting) on the finished recommendations. In each municipality, participants managed to produce more than 20 concrete

recommendations. The recommendations were returned to the coordination team after being voted on and presented to the decision-makers on the third day of the deliberations. We will present the full methodology of the meetings and the scenarios in a summary publication; it is also described in greater detail in the post-narrative reports.

Name of the process	Citizens' Councils on Climate in Poland
Duration of the process	November-December 2023
Location of the process	Cieszyn, Świdwin, Michałowice and Lesko, Poland
Coordinators of the process	Field of Dialogue Foundation
Who commissioned the process?	organised in partnership with the authorities
Who was in charge of setting the remit (topic) of the process?	The remit was built around an established project framework - from the beginning we wanted to focus on local climate policies. There is a lot of elaboration on the importance of this topic in the life of cities and our experience was that participation supports the creation of better climate policies. However, climate was a general framework - in each city we decided together with decision makers on specific questions for citizens. We also relied on a resident survey carried out as part of the project - we chose the areas that residents felt were most urgent and needed to be addressed.
Participatory tool(s) used	» citizens' jury » citizens' dialogue » consensus conference
Number of participants	20 per council
Principles for deliberative processes	» commissioning authority publicly commits to responding to or acting on recommendations in a timely manner, » access to a wide range of accurate, relevant, and accessible evidence and expertise, » group deliberation that entails finding common ground, » random sampling or other methods to gain better representativeness, » task clearly defined as a question that is linked to a public problem, » participants have time to come to the decision (they meet for at least four full days in person), » voting/deciding at the end
Website of the process	www.poledialogu.org.pl/narada-obywatelska-o-klimacie/
Contact to organisers	Mateusz Wojcieszak, m.wojcieszak@poledialogu.org.pl

Case studies

of deliberative processes from the Balkan region
(outside the Active Citizens Fund area)



Citizens' Assembly in Belgrade, Serbia

Starting point for the process

In 2020, Serbia tried innovative participatory, deliberative processes for the first time. Two civic assemblies were organised in Serbian cities - Belgrade and Valjevo, supported by the Jean Monnet ACT WB network - Active Citizenship in the Western Balkans, run by the Institute for Philosophy and Social Policy at the University of Belgrade. The citizens' assembly in Belgrade gathered a sample of citizens with different perspectives and socio-demographic backgrounds in an inclusive discussion on the organisation of transport mobility in the central area of the city.



Important to know is the fact that Belgrade has been undergoing intensive reconstruction for some time. Little is known about the plans among the citizens yet the outcome will have a major impact on their quality of life. In order to make the needs and suggestions of Belgrade's citizens known to the general public, an online citizens' assembly was organised in November 2020. The aim of the assembly was to address various issues and perspectives related to transport mobility issues in the central urban area in order to jointly find optimal proposals and solutions.

Process design

People of different demographic backgrounds took part in the Assembly such as but not limited to: the ones most affected by expanding the pedestrian zone, both engaged and unengaged citizens, experts, and decision-makers. There were 32 participants in total, divided into 4 smaller discussion groups with 8 participants. Each group description:

- » 6-7 “regular” citizens - representatives of the population which could be particularly affected by the expansion of the pedestrian zone and they are, primarily, people who live or work in the previously defined area,
- » 1-2 “active” citizens - representatives of the organisations who had expressed publicly their attitudes and organised reactions regarding the expansion of the pedestrian zone.

Tenor of the process

Phase 1 - Learning

Prior to the Citizens' Assembly, all participants received briefing materials that introduced them to different socio-political perspectives and allowed them to take positions on the topic. All participants were asked to familiarise themselves with the prepared materials, which presented the existing measures and plans at the city level, as well as strategic goals, measures and priorities for the further development of Belgrade. The first version of the information materials was prepared by the project research organisations. To ensure scrutiny and inclusion of different perspectives, the materials were sent to important stakeholders - civic initiatives, experts and decision-makers. Their valuable comments were incorporated into the final version for the project participants.

Phase 2 - Consultation

Those participants who are personally affected by the topic and whose daily lives are affected by it, were divided into small discussion groups. In facilitated discussions they exchanged views, opinions and arguments and considered possible policy proposals. In the next step, the gathering of all participants had a unique opportunity to discuss with experts and representatives of civil society associations that take different positions on the topic of transport. Through the representatives of their groups, citizens had the opportunity to ask questions about the topic, problems or proposals for solutions, and the answers and other notes were used to further work together on policy proposals. Participants gained further valuable information by communicating with experts. Then they were able to continue working on their own policy proposals within the same small groups. In the next step, in another plenary session, citizens had the opportunity to use another information source and ask questions to decision-makers, representatives of authorities or relevant institutions, i.e. stakeholders who can directly influence the adoption or rejection of specific measures. Citizens have worked out the final wording of their proposals. Within each group, three or four main proposals were selected by vote and presented to all participants in the citizens' meeting for a final discussion.

Phase 3 - Decision-making

The final results of the poll show the basic tendencies in thinking about the organisation of transport mobility in Belgrade and provide concrete suggestions from direct transport users but also users of public space in general. It showed that sharing information with the public, including the advantages and disadvantages of each step, as well as simulating the plans, are essential prerequisites for trust in the plan and the decision makers.



The proposed solutions were just one of the many benefits of the process. The Citizens' Assembly brought many findings. Some statistics:

- » approx. 80% of the participants said that their participation in the meetings significantly deepened their understanding of the process,
- » approx. 85% said that the experts' comments were helpful in solving the problem,
- » approx. 77% said that after the discussions they were able to better understand those with whom they disagreed.

According to respondents' comments and suggestions from decision makers, what could be improved during the process was the education part - people needed more content to fully understand the problem.

Name of the process	Citizens' Assembly on organising traffic mobility in the core central city area in Belgrade
Duration of the process	November 2020
Location of the process	Belgrade, Serbia
Coordinators of the process	<ul style="list-style-type: none"> » European Jean Monnet Network ACT WB - Active Citizenship in the Western Balkans » Institute for Philosophy and Social Theory at the University of Belgrade » Belgrade Fund for Political Excellence » U.S. Embassy in Belgrade
Who commissioned the process?	a bottom-up approach; no authorities' involvement
Who was in charge of setting the remit (topic) of the process?	<ul style="list-style-type: none"> » European Jean Monnet Network ACT WB - Active Citizenship in the Western Balkans » Institute for Philosophy and Social Theory at the University of Belgrade
Participatory tool(s) used	citizens' assembly
Number of participants	32
Principles for deliberative processes	<ul style="list-style-type: none"> » access to a wide range of accurate, relevant, and accessible evidence and expertise, » group deliberation that entails finding common ground, » random sampling or other methods to gain better representativeness, » task clearly defined as a question that is linked to a public problem, » voting/deciding at the end
Website of the process	The-Citizens_Assemblies_Belgrade.pdf (act-wb.net)
Contact to organisers	<p>Irena Fiket, Academic Project Coordinator on behalf of ACT WB, fiket@instifdt.bg.ac.rs, irenafiket@yahoo.com</p> <p>Gazela Pudar Draško, Director of the Institute of Philosophy and Social Theory, gazela.pudar@ifdt.bg.ac.rs</p>

Citizens' Assembly in Valjevo, Serbia

Starting point for the process

Supported by the Jean Monnet ACT WB - Active Citizenship in the Western Balkans network, managed by the Institute for Philosophy and Social Theory at the University of Belgrade, the first two civic assemblies were organised in Serbia at the end of 2020. One of them was held in the city of Valjevo. It was attended by citizens with different perspectives and socio-demographic backgrounds as an inclusive discussion on the topic of the problem of air pollution. The topic was chosen because Valjevo is reported to be one of the cities with the worst air pollution in Serbia. The state of excessive air pollution has been going on for several years. So far there is no complete register of the main polluters. The main sources of pollution are heating plants, individual heating plants and Krusik company - a supplier of fasteners.

It was only when civic associations started to draw attention to the problem, which prompted the city authorities to come up with specific steps to reduce pollution several years ago. However, there is no report on their implementation, which identifies the polluting areas of the region and summarises the plans for solutions. This citizens' meeting is being organised so citizens can express their needs, opinions, comments and suggestions and get clear information about air pollution and solutions to this serious problem.

Process design

People of different educational backgrounds and specific demographic backgrounds took part in the citizens' assembly: engaged and non-engaged citizens, experts and representatives of decision-makers. There were 33 participants in total, divided into 4 smaller discussion groups, 8 participants each (one 9). Every group included:

- » 6-7 “regular” citizens - representatives of the households heated in different ways,
- » 1-2 “active” citizens - representatives of the organisations which had expressed publicly their attitudes and organised public reactions to air pollution.

Each group was heterogeneous with respect to the basic demographic background: sex, age and education level.

Tenor of the process

Phase 1 - Learning

All participants received balanced briefing materials prior to the assembly to familiarise them with different socio-political perspectives and different points of view on the topic of air pollution. The first versions of the briefing materials were produced by the research associates involved in the project. The materials were also circulated to other relevant parties for review and



comment - civic initiatives, experts and decision-making authorities. All comments received were incorporated into the final version of the information materials used.

Phase 2 - Consultation

For a more active exchange of opinions, arguments and proposals for solving the air pollution problem, the participants of the citizens' assembly were divided into four groups. The discussed issue concerns directly every single person, which has caused a high level of commitment of citizens, representatives of the population. The discussion was moderated by an independent facilitator.

In the next step, all participating citizens from the first plenary session, experts and representatives of civic associations met. Their composition expressed a wide range of attitudes to the topic. Citizens had the opportunity to ask questions on this subject and pass on problems or suggestions for their solution through their representatives. These replies provided the starting point for further joint work on the proposals. The participants of the civic meeting continued their work with new information and knowledge gained from the discussion with experts. The main objective was to define own proposals for a solution in the same discussion groups to maintain continuity of ideas.



After a discussion with experts, another plenary session followed. Citizens were given the opportunity to ask questions and demand answers from political actors, representatives of the institutions or relevant institutions interested in entrustment for implementing decisions or who can directly influence their adoption or refusal. After these two plenary sessions, citizens had enough information to start working on the final text of their proposals, again within the same smaller groups. Each group chose three or four main proposals by majority vote. These were then submitted to all participants in the citizens' assembly in the final plenary debate.

Phase 3 - Decision-making

Immediately after the end of the Assembly proposals formulated by the citizens of Valjevo themselves were put to the vote. Expectations have proven to be highest when it comes to the biggest air polluters. The process identified the creation of an expert register of polluters, institutions and economic operators at official level that are needed to accelerate the transition to a greener way of working. Legal measures that restrict, for example, the use of coal are considered to be of little benefit in situations in which damage has already been caused. 80% of participants clearly declared that participation in public civic life and the policy making process brought them a clear satisfaction.

In the evaluation of the process, they expressed this through grades ranging from 8 to 10. This report represents a major democratic potential, which needs to be used significantly more than before. Unfortunately, 50% of participants said that the comments of decision-makers were of

little or no help in terms of understanding the problem. Among other things, this was influenced by the lack of answers to questions put by citizens in plenary sessions that were of particular importance to them, the deadline or the wrong response rate.

Name of the process	Citizens’ Assembly on the problem of air pollution in Valjevo, Serbia
Duration of the process	November 2020
Location of the process	Valjevo, Serbia
Coordinators of the process	» European Jean Monnet Network ACT WB - Active » Citizenship in the Western Balkans » Institute for Philosophy and Social Theory at the University of Belgrade » Belgrade Fund for Political Excellence » U.S. Embassy in Belgrade
Who commissioned the process?	a bottom-up approach; no authorities’ involvement
Who was in charge of setting the remit (topic) of the process?	» European Jean Monnet Network ACT WB - Active Citizenship in the Western Balkans » Institute for Philosophy and Social Theory at the University of Belgrade
Participatory tool(s) used	citizens’ assembly
Number of participants	33
Principles for deliberative processes	» access to a wide range of accurate, relevant, and accessible evidence and expertise, » group deliberation that entails finding common ground, » random sampling or other methods to gain better representativeness, » task clearly defined as a question that is linked to a public problem, » voting/deciding at the end
Website of the process	www.act-wb.net/wp-content/uploads/2021/06/The-Citizens_Assemblies_Valjevo.pdf
Contact to organisers	Irena Fiket, Academic Project Coordinator on behalf of ACT WB, fiket@instifdt.bg.ac.rs , irenafiket@yahoo.com

Citizens' Assembly in Podgorica, Montenegro

Starting point for the process

The European Parliament and the Parliament of Montenegro took the lead in democratic innovation by organising a Citizens Assembly against corruption.



Process design

The process used random sampling to obtain better representativeness. It consisted of a group of 50 citizens, who were chosen by the method of random sampling, through non-governmental organisations involved in the project. The methodology of the Citizens' Assembly was designed by the European Parliament, with the help of experts in the field of deliberative democracy.

Tenor of the process

Phase 1 - Learning

The process was organised as a two-stage event. The first edition involved several days of work. During the second stage of the process the group of 50 citizens, who had participated in the first edition, explored measures to fight corruption in the health and public sector. By conversing directly with the representatives of the MP groups of the Parliament of Montenegro, they dealt with the level of implementation of the original recommendations, discussing also the views of the citizens regarding the given topic, as well as specific proposals for solving key issues for citizens in the field of healthcare and the public sector.



Phase 2 - Decision-making

After a two-day debate, the participants of the Citizens' Assembly adopted the recommendations by a qualified majority, to be officially presented to the members of the Montenegrin Parliament and MEPs during the special sitting in the Parliament of Montenegro. The event brought together members of the Parliament of Montenegro, members of the European Parliament, representatives of citizens, non-governmental organisations participating in the project and foreign experts in the field of deliberative democracy. The Parliament of Montenegro is the first parliament where the implementation of such an innovative project has been supported by institutions of the European Union.

Name of the process	Citizens' Assembly against corruption in Montenegro
Duration of the process	» October 2021 - first edition » September 2022 - second edition
Location of the process	Podgorica, Montenegro
Coordinators of the process	» Centre for Democracy and Human Rights (CEDEM) » Centre for Democratic Transition (CDT) » The European Parliament
Who commissioned the process?	commissioned by authorities - the Parliament of Montenegro
Who was in charge of setting the remit (topic) of the process?	European Parliament, Parliament of Montenegro
Participatory tool(s) used	citizens' assembly
Number of participants	50
Principles for deliberative processes	» commissioning authority publicly commits to responding to or acting on recommendations in a timely manner, » group deliberation that entails finding common ground, » random sampling or other methods to gain better representativeness, » task clearly defined as a question that is linked to a public problem, » voting/deciding at the end
Website of the process	www.skupstinagradjana.me
Contact to organisers	Vladimír Bilčík, Member of the European Parliament and Chair of the Delegation to the EU-Montenegro Stabilisation and Association Parliamentary Committee, vladimir.bilcik@europarl.europa.eu

Citizens' Assembly in North Macedonia

Starting point for the process

A Citizens' Assembly In Northern Macedonia was held to address the local impact of the global pandemic of COVID-19. Northern Macedonia was facing a high level of rejection of the vaccine against the COVID-19 virus. Citizens did not trust the recommendations of the authorities, and considered the actions of the government and the Ministry of Health ineffective. Northern Macedonia experienced up to 1000 new infections per day during the second wave of the coronavirus. To increase trust in their actions, the authorities tried many ways, especially in the vaccination against COVID-19. Therefore, the UN Democracy Fund, together with the ZIP Institute and the newDemocracy Foundation from Australia, used the Citizens' Assembly method to develop action steps that can help increase public trust.



Process design

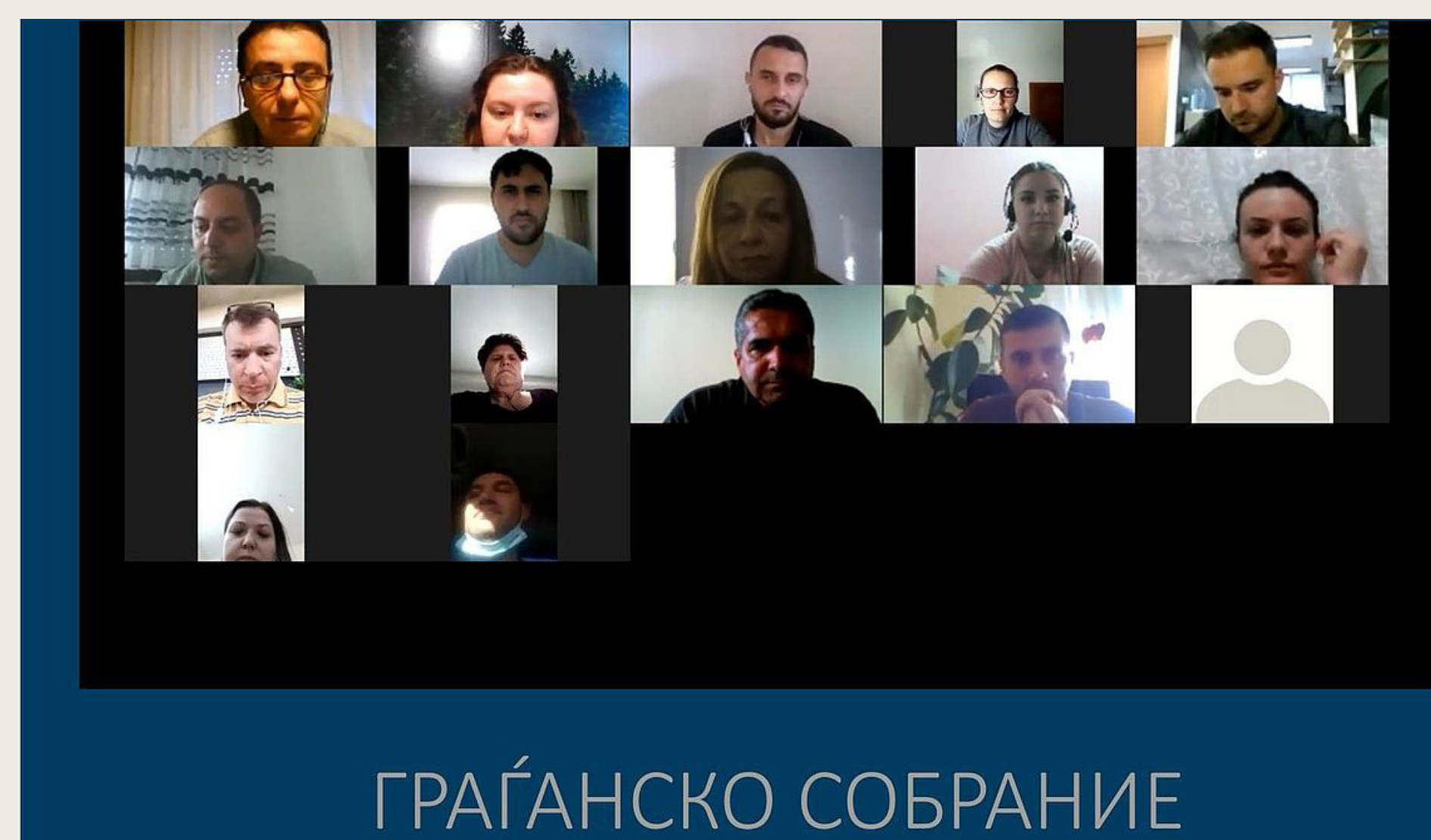
As the entire process took place during a pandemic, it had to be held completely online. Attendees were sought out through Facebook and Google invitations and then through an RSVP link. Organisers also found attendees through physical ads and in-person invitations, i.e. at nursing homes and other institutions for the older population (55+). Thus, participants were firstly self-selected. Then the organisers selected a representative sample according to specified quotas. The conditions for participation were: aged 18+, currently living in North Macedonia, and having internet access. The Ministry of Health paid USD 200 to each participant. The final selection consisted of 45 participants who were carefully chosen to ensure that the event was representative of the entire population in terms of the range of age, gender, ethnicity, educational attainment, economic activity, and whether they would be vaccinated with the COVID-19 vaccine. 40 people subsequently participated in the process.

Tenor of the process

Phase 1 - Learning

The process was conducted during 8 follow-up online meetings via the Zoom platform (these were preceded by a one online meeting in which participants were just introduced to the technical process). Participants discussed, mostly in small groups, the topic of coronavirus and the reason for distrust in the actions of authorities. The main question was formulated as follows:

“COVID-19 case numbers are starting to mildly drop. What can we do to keep these numbers from rising again?”. Experts were continuously involved in the process adding information to all participants in order to increase the education of the entire Citizens' Assembly. To some extent,



however, participants were able to choose for themselves which experts they wanted to hear from (not specific individuals, but they could choose what information they lacked for an informed discussion). The small groups were continuously rotated so that everyone had the opportunity to discuss the process with all participants and experts.

Phase 2 - Decision-making

The selection of the final recommendations was during the 6th and 7th meetings. The chosen recommendations appeared in the final report. The participants voted through live polling tools (like Mentimeter). All participants had to be involved in the voting, and the voting took place during the online meeting, so it was fully transparent. In the final round, 15 specific recommendations were selected and are available in a publicly available report. These recommendations were supported by over 75% of the Citizens’s Assembly participants. In the last meeting, the final report (list of recommendations) was presented to the whole group of participants in the Citizen’s Assembly. The ZIP invited the Ministry of Health to sign a memorandum reading “The Minister of Health will give a public response to the Assembly recommendations” to guarantee the value of Citizen’s Assembly at the official level.

Name of the process	Citizens’ Assembly on COVID-19 in North Macedonia
Duration of the process	February-July 2021
Location of the process	North Macedonia
Coordinators of the process	» UN Democracy Fund (UNDEF) » ZIP Institute » newDemocracy Foundation
Who commissioned the process?	commissioned by authorities
Who was in charge of setting the remit (topic) of the process?	ZIP Institute
Participatory tool(s) used	citizens’ assembly
Number of participants	40
Principles for deliberative processes	» access to a wide range of accurate, relevant, and accessible evidence and expertise, » group deliberation that entails finding common ground, » random sampling or other methods to gain better representativeness, » task clearly defined as a question that is linked to a public problem, » voting/deciding at the end
Website of the process	www.newdemocracy.com.au/wp-content/uploads/2018/10/Final-Report-ENG.pdf
Contact to organisers	karel@participationfactory.com

Citizens' Assembly in Sarajevo and Teslic, Bosnia and Herzegovina

Starting point for the process

The process was initiated by the Office of the Special Representative of the European Union in Bosnia and Herzegovina in consultation with other partners who supported the existing process of constitutional and electoral reforms. It was designed and managed by the Coordination Team, independent of the government. The goal was to introduce a process in which citizens can speak directly about the issues that shape the future of the country and thus complement the decision-making process on difficult political issues.



Process design

In the case of the Citizens' Assembly of Bosnia and Herzegovina, any citizen residing in the country and over the age of 18 could become a participant. Random selection was carried out with the help of computer software, which enabled the members of the Assembly to be independent of political or other interests in making decisions. As a first step, invitation letters were sent to 4,000 randomly selected households in all municipalities in Bosnia and Herzegovina. A final group of a total of 57 members of the Assembly was randomly selected from among those who applied for participation and reflected the country's demographic criteria. The meetings of the Assembly began with a learning phase and only after that did the deliberation take place. Working in smaller groups was interspersed with discussions involving all members of the Assembly. At the Assembly, participants alternately heard the messages and views of impartial experts and biased party representatives, and had time to discuss each of the opinions with each other. The discussion was inclusive and coordinated by independent facilitators. At the end, the participants compiled and adopted a series of recommendations for decision makers. The Citizens' Assembly consisted of 4 days of meetings on 2 weekends in a row in 2 different cities.



Tenor of the process

Phase 1 - Learning

The learning phase was carried out by experts in the field of human rights, electoral legislation and constitutional law. A certain number of interested parties, including representatives of political parties, were invited to present different perspectives to enable citizens to understand the issues before making recommendations.

Phase 2 - Decision-making

After all the input information, the members held in-depth discussions on issues of constituency, ethnicity and how it all relates to the functioning of institutions. The citizens agreed that there are three topics related to necessary legal changes and voted upon 17 recommendations. The report of the Citizens’ Assembly was adopted unanimously or by a large majority of votes.

Name of the process	Citizens’ Assembly on the discrimination in the political and electoral system of Bosnia and Herzegovina
Duration of the process	February-March 2022
Location of the process	Sarajevo and Teslic, Bosnia and Herzegovina
Coordinators of the process	» EU delegation in BiH » OSCE Mission to BiH » US Embassy in Sarajevo
Who commissioned the process?	commissioned by the authorities
Who was in charge of setting the remit (topic) of the process?	Office of the Special Representative of the European Union in Bosnia and Herzegovina
Participatory tool(s) used	citizens’ assembly
Number of participants	57
Principles for deliberative processes	» commissioning authority publicly commits to responding to or acting on recommendations in a timely manner, » access to a wide range of accurate, relevant, and accessible evidence and expertise, » group deliberation that entails finding common ground, » random sampling or other methods to gain better representativeness, » task clearly defined as a question that is linked to a public problem, » participants have time to come to the decision (they meet for at least four full days in person), » voting/deciding at the end
Website of the process	www.skupstinagradjana.ba
Contact to organisers	Nenad Stojanović, Damir Kapidžić, info@skupstinagradjana.ba

Citizens' Assembly in Mostar, Bosnia and Herzegovina

Starting point for the process

The Citizens' Assembly was organised within the project “Building Democratic Participation in the City of Mostar” implemented by the Congress of Local and Regional Authorities within the Council of Europe Action Plan for Bosnia and Herzegovina 2018-2021.



Process design

The implementation of the citizens' assembly had a long lead time. With the support of a polling institute, 5,000 letters had been sent to randomly selected households in Mostar. The letters contained a two-part questionnaire for the final selection of a topic for the Mostar citizens' assembly and for participation in the assembly itself. The proposed topics had been developed by members of the local administration together with representatives from civil society and academia. The decision criteria included the resources available in the administration and the actual possibilities for dealing with the topics. Prior to this, 20 topic suggestions from the population had been submitted via an online survey.

Members of the assembly were selected from the pool of applicants based on different criteria: gender, age group, level of education, city district areas, economic criterion and ethnicity. A maximum of two people over the age of 16 from one household could apply to participate in the citizens' assembly. The questionnaire could be answered via an online form, by telephone or Viber number and at a ballot box in the town hall. In addition, the senders of the letters conducted interviews with some of the citizens contacted and introduced them to the citizens' assembly process by asking them a few questions. By the application deadline, 250 applications for participation had been received from citizens. The theme of keeping the city clean and maintaining public spaces had received the most support with 97 votes. A total of 1,068 residents had taken part in the thematic survey. The final group of 40 citizens' assembly participants and 8 deputy members had been determined. According to the selection criteria, a group was formed that is a reflection of the local population. A civil society advisory board monitored compliance with the citizens' assembly standards.



Tenor of the process

Phase 1 - Learning

During the first session of the Mostar Citizens' Assembly participants learned about deliberative democracy and the topic of the Assembly, during the second session they had the opportunity to learn from local and international experts and listen to the opinions of local actors. Also, the process of making recommendations began.

Phase 2 - Decision-making

At the third meeting, a total of 26 recommendations were formulated, which received the support of more than 80% of participants. During the fourth and last meeting the participants of the Assembly formulated the final recommendations, following the opinion of City Councillors on recommendations and analysis of comments and suggestions on preliminary recommendations. In the final version, 32 recommendations have been formulated, which were sent to the City Council of the City of Mostar, the Mayor and the city administration for consideration and further action. With the support of the Congress of Local and Regional Authorities of the Council of Europe, members of the Citizens' Assembly had the opportunity to hear presentations by local and international experts and stakeholders, to learn about the best practices and to exchange views on the current state regarding the topic with the Mostar City Councillors and representatives of the City administration.

Name of the process	Citizens' Assembly on cleanliness and maintenance of the city of Mostar
Duration of the process	July 2021
Location of the process	Mostar, Bosnia and Herzegovina
Coordinators of the process	» City Council of the City of Mostar » Mostar Citizens' Assembly » Congress of Local and Regional Authorities of the Council of Europe
Who commissioned the process?	commissioned by the authorities
Who was in charge of setting the remit (topic) of the process?	» City Council of the City of Mostar » Mostar Citizens' Assembly
Participatory tool(s) used	citizens' assembly
Number of participants	40 (+8 deputy members)
Principles for deliberative processes	» commissioning authority publicly commits to responding to or acting on recommendations in a timely manner, » access to a wide range of accurate, relevant, and accessible evidence and expertise, » group deliberation that entails finding common ground, » random sampling or other methods to gain better representativeness, » task clearly defined as a question that is linked to a public problem, » participants have time to come to the decision (they meet for at least four full days in person), » voting/deciding at the end, » involve a component of broader stakeholder participation
Website of the process	www.mostargradimo.ba
Contact to organisers	Grad Mostar, skupstina.gradjana@mostar.ba, +387 36505513 +387 36505517

Organisers



Active Citizens Fund

The Active Citizens Fund – National programme is one of twelve programmes run in Poland using funds from the [European Economic Area Financial Mechanism and the Norwegian Financial Mechanism \(known as the Norwegian and EEA Grants\)](#) 2014-2021, and one of two programmes designated to provide support for activities of social organisations.

The aim of the Fund is to strengthen the civic society and civic activity, and empower vulnerable groups.

Under a bilateral agreement between the Polish government and governments of Donor States, funds designated for supporting the civic society have been divided between two programmes, the Active Citizens Fund – National programme, with a budget of EUR 30 million, and the Active Citizens Fund – Regional programme, with a budget of EUR 23 million. The Operator of the National Fund is a consortium of three organisations, the [Stefan Batory Foundation](#) (leader), [the Shipyard Foundation](#), and the [Academy of Civic Organizations Foundation](#). The Operator of the Regional Fund is a consortium of the Local Democracy Development Foundation, Information Society Development Foundation, and Education for Democracy Foundation.



Shipyard Foundation

Shipyard Foundation is a Polish CSO established in 2009. For over 14 years, we have been creating and supporting effective solutions to social challenges, involving citizens in deciding on public matters and helping organizations and local governments to plan and implement social activities. We develop and disseminate good practices, create tools to simplify facilitation of social activities, conduct social research, train and develop educational materials. The effects of our activities are used by e.g. senior citizens, students and teachers, local communities, activists and CSO's and local government officials from all over Poland. We believe that the best decisions result from open dialogue. That is why we strive to create opportunities for everyone to participate in discussions on issues that are important to them and to influence decisions. The activities we have carried out include public hearings on the National Recovery Plan, civic councils on education and citizens' assemblies in Warsaw and Lublin.

Our partners

Our Initiative was run in collaboration with group of partners from:

ACF Czech Republic,
The Participatory Factory, Czech Republic,
ACF Estonia,
ACF Lithuania,
ACF Poland - National,
ACF - Regional, Poland,
ACF Portugal.

