



## General Regulations for Burgerbegroting Maastricht (Maastricht Citizens' Budget) 2023

Titled

General Regulations for Burgerbegroting Maastricht (Maastricht Citizens' Budget) 2023

The Municipal Executive of Maastricht,

Having regard to the proposal of the Spatial Policy and Development Department; 2023.00732,

With due regard to Section 156(1) of the Municipalities Act,

With due regard to the Council's resolution dated 17 December 2019 delegating to the Municipal Executive the authority to establish criteria for Burgerbegroting (Citizens' Budget) projects:

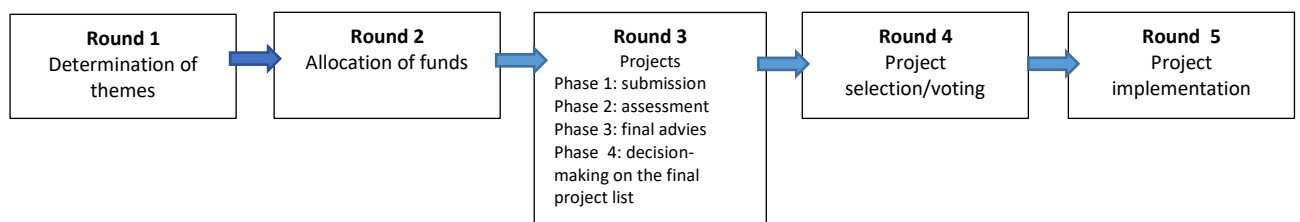
With due regard to the Council's resolution dated 8 November 2022 providing additional budget for the continuation of Burgerbegroting Maastricht,

Has resolved to adopt the 'General Regulations for Burgerbegroting Maastricht (Maastricht Citizens' Budget) 2023'.

The following regulations are hereby established:

General Regulations for Burgerbegroting Maastricht (Maastricht Citizens' Budget) 2023

### The Burgerbegroting budgetary procedure:



### Section 1 – Definitions and terms

1. Consensus: an opinion or viewpoint arrived at by a group of people acting in agreement after they have discussed, shared their views and reflected on the relevant matter together.
2. Initiators: natural persons (regardless of age or place of residence) or legal persons (e.g. associations, foundations) who submit a project proposal in compliance with the criteria specified in Section 6.
3. Funds: the amount made available to carry out and maintain the projects as specified in Section 2(1).
4. Meetings: generally refers to a physical meeting, but such meetings may also be convened digitally when necessary.



5. Burgerbegroting themes: a list of themes based on themes taken from the Maastricht 2040 City Vision, as recorded in the published theme list.
6. Website: the [Burgerbegroting Maastricht website](#).

## **Section 2 – General provisions**

1. Funds are made available on a one-off basis to implement the Burgerbegroting projects selected in round 4, as described in Section 8. This amount is finalised later by the Municipal Executive and communicated on the website.
2. The Burgerbegroting budgetary procedure (rounds) takes one (1) year. Projects must be implemented before the end of the subsequent calendar year.
3. Participation in the meetings referred to in Sections 3, 4, 6, 7 and 8 is reserved exclusively for citizens who are not members of the Municipal Executive, the Council, and the Citizens' Council, regardless of their age or place of residence.
4. The Municipal Executive is authorised to derogate from these regulations in case of unforeseen circumstances and if it is necessary for the implementation of Burgerbegroting.

## **Section 3 – Determination of themes (round 1)**

1. During a yet to be determined period (announced on the website), Team Burgerbegroting will organise four kick-off meetings for round 1 and actively invite participants.
2. Based on a list of Burgerbegroting themes derived from the Municipality of Maastricht's Spatial Vision 2040, participants will determine by consensus which ten Burgerbegroting themes projects are to be submitted this year. Participants will be divided into groups for this purpose, and the result of one meeting will be determined by an average of all groups.
3. The final results of round 1 will be determined based on the results of the four kick-off meetings of that round. The ten Burgerbegroting themes with the most votes will form the final results of round 1.
4. The ten Burgerbegroting themes will be announced at the end of the final kick-off meeting and published on the Burgerbegroting website.

## **Section 4 – Allocation of funds (round 2)**

1. During a yet to be determined period (announced on the website), Team Burgerbegroting will organise two follow-up meetings for round 2 and actively invite participants.
2. At each follow-up meeting, participants will distribute the funds among the ten selected Burgerbegroting themes. Participants will be divided into groups for this purpose, and the results of the two follow-up meetings will be determined by an average of all groups.
3. The final results of round 2 will be determined based on the results of the two follow-up meetings. The allocation of funds will form the final results of round 2.
4. At the end of the last follow-up meeting of round 2, the allocation of funds will be announced and published on the Burgerbegroting website.



### **Section 5 – Project submission (round 3)**

1. During a yet to be determined period (announced on the website), project initiators, acting in compliance with the project criteria as specified in Section 6, may apply to obtain a share of the funds earmarked for distribution in round 2 by submitting projects on the Burgerbegroting website using a standard submission form.
2. During a yet to be determined period (announced on the website), the project initiators will be entitled to advice from municipal officials on how to improve their proposal's viability and feasibility.
3. After the period referred to in Section 5(2) has ended, the Municipal Executive will verify whether the submitted projects comply with the criteria specified in Section 6. The advice referred to in Section 5(2) will also be presented to the Municipal Executive.
4. After the Municipal Executive has reviewed the list of projects submitted, a list of viable and feasible projects will be determined, announced and published on the Burgerbegroting website.

### **Section 6 – Project criteria**

1. Submitted projects must comply with one of the ten selected Burgerbegroting themes.
2. Submitted projects must benefit the residents of the Municipality of Maastricht.
3. Submitted projects must take place within the Municipality of Maastricht.
4. Submitted projects must take place in public spaces or on private property with a (possibly temporary) public character that is accessible to everyone. For projects on private property, initiators must provide written permission from the owner of the property.
5. Submitted projects with a pronounced religious, political, or commercial character, as well as projects aimed at fundraising, will be excluded from participation.
6. Submitted projects currently receiving a subsidy from the Municipality of Maastricht will be excluded from participation.
7. Submitted projects must be completed by the end of the following year, calculated from the moment the outcome, as referred to in Section 7, is announced.
8. Projects can be submitted by initiators who are natural or legal persons.
9. Submitted projects must contain at least a description of how the initiative contributes to one of the ten Burgerbegroting themes, a schedule, plan of approach, and a budget.
10. Project budgets may not exceed the maximum amount made available for a Burgerbegroting theme, in accordance with the provisions of Section 4(4). The customary maintenance costs must be taken into account.
11. Submitted projects that do not comply with the provisions of Article 6 will not be considered.

### **Section 7 – Voting (round 4)**

1. During a yet to be determined period (announced via the website), Team Burgerbegroting will organise one final meeting for round 4 and actively invite participants.
2. Based on the list, as referred to in Section 5(4), participants will decide by majority vote which projects will be funded this year. The final meeting is divided into rounds, during which participants vote on projects within the ten Burgerbegroting themes. Participants are divided into groups for each round.



3. At the end of each round, the results will be calculated based on the votes cast for each project within the Burgerbegroting theme.
4. The projects with the most votes will be funded up to the maximum amount allowed per Burgerbegroting theme.
5. A project with fewer votes may be given priority over a project with more votes if the former project – unlike the project that received more votes – can still be funded from a remainder in the theme budget.
6. If two or more projects receive an equal number of votes and it is not possible to finance both projects within the available theme budget, a vote will be taken on these projects. The decision will be made by chance, such as a dice roll, if the vote ends in a tie.
7. The selected projects will be announced and published on the Burgerbegroting website at the end of the final meeting.

### **Section 8 – Implementation (round 5)**

1. The initiator(s) of the selected projects from the final meeting will be eligible for municipal support.
2. A project may be implemented by the Municipality of Maastricht, a third party, or the initiator(s). If a project is carried out by the initiator(s), a subsidy agreement is established between the initiator(s) of the project and the Municipality of Maastricht. This subsidy agreement is formalised through a subsidy decision, which records the agreements between the Municipality of Maastricht and the initiator(s).
3. The General Subsidy Regulation 2020 Maastricht is applicable to the subsidy agreement that will be established in accordance with Section 8(2). If desired, the subsidy may be paid in stages based on milestones/results specified in the subsidy decision.
4. The initiator(s) will keep the project leader of Burgerbegroting informed about the progress and any deviations from the project.
5. Any conditions and obligations (such as accountability for the resources) will be detailed in a subsidy decision to be received in addition to the General Subsidy Regulation 2020 Maastricht.

### **Section 9 – Accountability**

1. The General Subsidy Regulation 2020 Maastricht specifies the accountability requirements for the subsidy awarded under Section 8.
2. Unspent resources or expenditures that cannot be demonstrated as lawful may be subject to reclamation.
3. The project leader of Burgerbegroting will provide regular updates to the Council and residents on the progress and status of the projects.

### **Section 10 – Effective date and citation**

1. These regulations will come into effect on 1 July 2021.
2. The General Regulations for Burgerbegroting Maastricht (Maastricht Citizens' Budget) 2021 will be repealed and thus expire.



3. These regulations will be referred to as the General Regulations for Burgerbegroting Maastricht (Maastricht Citizens' Budget) 2023.

Thus decided by the Municipal Executive of Maastricht on 7 February 2023.

Municipal Executive of Maastricht,

Secretary G.J.C. Kusters

Mayor J.M. Penn-te Strake



## **Explanation of the General Regulations for Burgerbegroting Maastricht (Maastricht Citizens' Budget) 2023**

### **- Section 2(3)**

In principle, everyone can participate in the Burgerbegroting activities: both residents of Maastricht and residents outside Maastricht. An important core value of Burgerbegroting is that it is an instrument of the citizens and not of local politics. For this reason, it has been decided to exclude (citizen) council members of the Municipality of Maastricht from participating in the Burgerbegroting activities. This means that (citizen) council members of the Municipality of Maastricht are not allowed to submit a project and may not participate in the events of Burgerbegroting Maastricht.

### **- Section 6(4)**

The aim of Burgerbegroting Maastricht is to ensure that residents, either wholly or partially, can benefit from the project submitted. It is generally not possible to submit a project that will take place on private property, as private property is not accessible to everyone, unlike public space. Therefore, this article stipulates the additional requirement that private property on which a project submitted to Burgerbegroting should take place (for the duration of the Burgerbegroting project) must be made accessible to everyone. If, for any reason, the initiator cannot meet this requirement, the project will be disregarded for the further course of the Burgerbegroting cycle.

Initiators must obtain written permission from a third party if they wish to carry out a project on the private property of that party. Failure to obtain prior written consent would constitute a breach of the property rights of the third party. If the initiator is the owner of the property, such permission is not required, and in that case, it can be inferred from the submitted project proposal.

### **- Section 6(6)**

The aim of Burgerbegroting is to provide new project ideas with a chance to be realised. Financing projects that already receive subsidies from the Municipality of Maastricht does not align with this objective. For this reason, projects that are already funded by the Municipality of Maastricht will be excluded from participation.