

Mladinski center ULCA, Trg OF 10, 1000 Ljubljana

Telefon: 064 188 214, Mail: mladinskicenterulca@gmail.com

FB: mladinskicenterulca , IG: ulca_mc



Rules of Participatory Budget of Youth Center ULCA

Committee members: Katja Šimenc, Maša Zemljič, Rok Šarić, Nika Podakar, Javier Hernández Castro, Nežka Agnes Vodeb

Voting and making decisions

1. To be valid every member of the committee has to have the possibility to vote.
2. Members of the committee can either vote yes or no or sustain themselves from voting.
3. Voting can occur in person or online.
4. There have to be more votes in favor of the proposal than neutral votes and/or votes against for that proposal to pass.

Assessing the proposals

1. Proposals will be anonymized prior to the committee assessing the proposals by a third party (youth worker not taking part in the assessment).
2. Each proposal will be assessed by all committee members.
3. Proposals are assessed on the following criteria:
 - a. The proposal can be realized from the 25th of November till the 15th of December 2022.
 - b. The proposal can not exceed over 100% of the budget available which is 716,84 euros.
 - c. The proposal has to have an assessment of the cost.
 - d. The proposal has a defined purpose.
 - e. The proposal has to follow the ULCA's values: democracy, inclusion, no-hate speech, active citizenship, critical thinking, safe space, and youth participation.
 - f. The proposal has to be following the common good of the community in ULCA.
4. The committee will assess the proposals until the 30th of October 2022.
5. If the proposal meets all the criteria it will be placed on the ballot.

Bob, zavod za izobraževanje in kulturne dejavnosti,

Kvedrova cesta 3, 1000 Ljubljana

Telefon: 064 249 627, Mail: info@zavod-bob.si

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Complaints

1. Complaints regarding the decisions of the committee can be filed to info@ulca.si.
2. Complaints can be made 2 days after a decision complaining against has been made.
3. Committee has 5 days to resolve the filed complaint and inform all parties involved.

Expenditure of the budget

1. At least 80% of the available budget has to be spent.
2. If the most voted proposal won't reach 80% of the available budget, the second most voted proposal will be awarded if the budget needed won't exceed the remaining budget. In case the second most-voted proposal will exceed the remaining budget, the next most-voted proposal within the remaining budget will be awarded. This is repeated until more than 80% of the overall budget is spent.

Submitting the proposal

1. Young people aged 15 to 29 years old can submit a proposal.
2. The proposal has to be submitted on the published proposal form accessible online: <https://forms.gle/cLjBmcYW25A98s97A> or in person at ULCA during Open ULCA's activities and when ULCA's youth worker is present.
3. The proposal can be submitted in Slovene or English.
4. The proposals can be submitted from the 12th to the 23rd of October 2022.
5. Members of the committee can not submit a proposal.

Voting on the proposals

1. Young people aged 15 to 29 years old have a right to vote.
2. Voting takes place during Open ULCA's activities and when ULCA's youth worker is present from the 7th to 18th of November till 17.00.
3. ULCA's youth worker will give rightful claimants a ballot to vote and will mark that a person has already got a ballot (an identification document has to be provided).
4. Each person can vote on the first and second most favorite proposals.
5. Voting ballots will only contain the name of the proposed projects.
6. Additional documents with further information about the proposal will be provided online <https://ulca.si/participativniproracun/> and at ULCA.

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Results

1. Voting results will be counted on 18th of November 2022 after 17.00.
2. Final voting results will be published on the 18th of November until midnight.
3. Voting results will be published online on <https://ulca.si/participativniproacun/>, on ULCA's social media and in ULCA.

Timeline of the participatory budget

12th to 23rd of October 2022	Submitting the proposals
24th to 30th of October 2022	Assessing the proposals
7th to 18th of November 2022 till 17.00	Voting in person during Open ULCA
18th of November 2022	Results of the elections
25th of November to 15th of December 2022	Implementation of the proposals
16th of December 2022	Celebration and evaluation at ULCA fest

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