

## BOROUGH OF FREEHOLD PARTICIPATORY BUDGETING

### WHAT ARE THE GOALS OF PB IN FREEHOLD BOROUGH?

- A. The Borough hopes that Participatory Budgeting will directly involve residents in the budgeting and Borough-building process, foster civic engagement and community spirit, and help ensure that the Borough's capital plan reflects the priorities of Freehold Borough residents and stakeholders.

The Innovation Committee approved the following five goals for the PB process:

1. **Expand and Diversify Civic Engagement:** Ensure that all community members have a voice in the development and improvement of their city, especially marginalized communities, reticent voters, and people with limited opportunities to engage in the political process.
2. **Have Meaningful Social and Community Impact:** Use PB as a tool to effect meaningful social change in the community. PB in Freehold Borough should be mission-driven and results-oriented.
3. **Promote Sustainable Public Good:** Make sustainable decisions that promote the long-term future and well being of Freehold Borough residents.
4. **Create Easy and Seamless Engagement:** Enable the community to become involved without barriers. Create a welcoming space for residents to become engaged, fostering a "contagious" civic environment.
5. **Promote Civic-Mindedness:** Help residents imagine themselves as civic actors, and educate each other about their needs and lives. Provide youth with the opportunity and experience to become life-long voters and community leaders.

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**HOW DOES PB WORK IN FREEHOLD BOROUGH?  
WHAT HAPPENS WHEN?**

A. The first PB cycle will run from February to June 2017 and will include the following key phases:

The Innovation Committee (IC) will hold meetings with Community members to brainstorm and submit ideas about how to spend \$200,000 of the town's budget on capital projects to improve Freehold.

The IC will research and prioritize ideas, ultimately developing final Proposals for the PB ballot.

The Borough's professional staff vet proposals for feasibility and cost.

Voting will be done by residents of the Borough. Results are announced and winning projects are included in the Borough's Capital budget.

The pilot PB process is evaluated.

Winning projects are implemented.

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**HOW MUCH MONEY IS FREEHOLD BOROUGH SETTING  
ASIDE, AND WHAT CAN IT BE USED FOR?**

A. The Borough is setting aside \$200,000 in capital funds for the first PB cycle,

Projects are eligible for funding if they meet the following criteria:

1. Are capital projects which usually involve infrastructure improvements (as opposed to operating projects which usually fund salaries and services).

Infrastructure is usually physical, but not always. IT-related projects, such as expanding free public Wi-Fi, are eligible.

The capital project has a minor level of associated maintenance/operating cost.

2. Are one-time expenditures that cost \$200,000 or less.
3. Benefit the public.
4. Are implemented by the Borough of Freehold on Borough property (streets, sidewalks, the library, parks, municipal buildings, etc.)

Before being submitted to the public vote, all projects must be approved by the Borough's Business Administrator to ensure they meet all of the legal requirements of capital projects.

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**WHAT ARE SOME EXAMPLES OF CAPITAL PROJECTS?**

**A. Examples of capital projects include:**

Making improvements to playgrounds or parks.

Repairing streets and sidewalks.

Installing accessibility ramps on public property.

Renovating public buildings.

Installing benches or street lights.

Creating a community garden.

Resurfacing a basketball court.

**EXAMPLES OF WHAT WOULD NOT QUALIFY.**

Sponsoring a sports team.

Sponsoring a block party.

Making improvements on private property.

Projects that don't provide a public benefit.

Projects that would require the Borough to hire additional staff are not eligible.

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### HOW CAN I SUBMIT IDEAS?

A. The idea collection phase for the first PB cycle will be during March.

During that time, community members can submit ideas through our website, as well as by contacting the Business Administrator's office via email\*, phone, mail, walk-in, or filling out flyers at one of our many pop-up events around town.

Idea submission is open to everyone and is not restricted to Freehold Borough residents.

- [pb@freeholdboro.org](mailto:pb@freeholdboro.org)

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HOW WILL VOTING WORK? WHO IS ELIGIBLE TO VOTE?

- A. The first Participatory budgeting vote will take place in late April or early May. Freehold High School will also be holding their vote during that period. Freehold Borough residents who are at least 14 years old, regardless of citizenship status, will be eligible to vote. Voting will take place at several venues around the Borough during vote week, and also online at the Borough's website. We will announce the results of the third PB vote at a Vote Results Event near the end of the month. (Date and time of the event to be determined.)

The voting process will be under the management of the Borough clerk's office.

To protect the privacy of all individuals, the documents containing personal information of voters will be destroyed after the process has been completed. These documents will not be used for any other purpose.

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**HOW CAN I GET INVOLVED WITH PB FREEHOLD  
BOROUGH?**

- A. There are many opportunities to get involved with the PB process, including:
- Attending "town hall meeting and "pop-up events" where the program will be discussed and questions answered.
  - Submitting ideas.
  - Providing translation services for events and outreach materials;
  - Helping to spread the word about PB to make sure that people in all corners of Freehold Borough know about this initiative and can participate; and by voting.

To volunteer in support of Participatory Budgeting in Freehold Borough, please email the borough at:  
[pb@freeholdboro.org](mailto:pb@freeholdboro.org)

Thank you!