



RULEBOOK

Office of Participatory Budgeting
Fiscal Year 2027

CITY *of* **BOSTON**

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EXECUTIVE SUMMARY

Participatory Budgeting (PB) is a democratic process where community members directly decide how to spend part of a public budget. Participatory Budgeting is a practice that can deepen democracy, build stronger communities, and support a more equitable distribution of public resources.

The City of Boston's Office of Participatory Budgeting (OPB) was established to provide an official point of entry for Boston residents to contribute to the City's budget process. Through yearly PB cycles, the Office works to empower constituents and elevate community centered project ideas with an emphasis on advancing social and racial equity.

OPB and its External Oversight Board ("the Board") have created a "Participatory Budgeting Rulebook" to provide a set of rules and operations for Participatory Budgeting in Boston. A description of phases and timeline is summarized below:



RULEBOOK DEVELOPMENT & PLANNING FOR IMPLEMENTATION *(March - June 2026)*

The Office of Participatory Budgeting and its External Oversight Board, in meetings open to the public, reviews and updates as needed the parameters and procedures that guide the implementation of Ideas in Action.



IDEA COLLECTION *(July 2026)*

Residents share project ideas to be considered for funding with the Office of Participatory Budgeting. Ideas can be submitted in person at City Hall and designated City buildings, online at www.participate.boston.gov, via the PB phone line (617-635-3059), and at events hosted by community partners across the City.



REVIEW OF IDEA CATEGORIES *(Aug. - Sep. 2026)*

OPB reviews all the ideas shared by residents to determine eligibility and ensure they are categorized appropriately. Then, in partnership with the City's Data Analytics Department, and working closely with the Board, OPB identifies subcategories to sort and classify resident ideas in preparation for the Proposal Development phase.



**PROPOSAL
DEVELOPMENT**
(Oct. to Dec. 2026)

Residents engage with the Office of Participatory Budgeting and relevant City Departments through a series of in-person forums to review, discuss, and assess the feasibility, equity, and impact of the ideas submitted over the summer. Once the ideas are prioritized, forum participants, with guidance from City staff, draft proposals for the PB ballot.

These draft proposals are shared online for a two-week public comment period in mid-November, before relevant City Departments and the Finance Cabinet conduct a final feasibility assessment and determine estimated costs for each project.



VOTE
(Jan. - Feb. 2027)

Residents vote for up to five (5) ballot proposals. Voting occurs online and in-person at City Hall and other designated spaces across the City. Ballot proposals with the most votes are awarded up to the funding cap for the particular PB cycle.



**FUND
PROJECTS**
(Spring 2027)

OPB works with City Departments to determine the most appropriate avenue to implement the winning proposals. Implementation can happen via City Departments doing the work, or by offering contracts or grants to community organizations.



**IMPLEMENTATION
MONITORING**
(Continuous)

The Office will track and report on the progress of PB funded projects on its website and annual reports.



EVALUATION
(Entire PB Cycle)

OPB and the Board assess the outcomes of Ideas in Action, incorporating lessons learned in future cycles. The Office also monitors and tracks the implementation of PB-funded projects to ensure accountability and successful results.

1. PARTICIPATORY BUDGETING

ABOUT THIS RULEBOOK

The purpose of this Rulebook is to outline the policies and procedures of Participatory Budgeting (PB) in Boston, including measures that align with the City’s goals of achieving and embedding equity and inclusion into its practices, and building collective capacity on issues of racial and social justice. This Rulebook serves as a standalone document meant to provide a framework and standard set of rules and operations for PB in Boston. Any supplemental materials produced, including but not limited to [OPB’s website](#) and outreach and engagement materials, follow the guidelines of this document. Some programmatic details not included in the Rulebook, such as agendas and format of community meetings, will be developed during the Planning for Implementation Phase.

Between March and May each year, the Office of Participatory Budgeting (OPB) and its External Oversight Board work collectively to revise and update this Rulebook in meetings open to the public. Revisions are informed by the recommendations from the PB evaluation process, as well as lessons learned from staff and community partners. Comments and feedback from the Board and the public are also considered during yearly updates.

The Office’s External Oversight Board unanimously adopted the updates to the 2026-2027 Rulebook on Thursday, May 7, 2026 at their monthly Board meeting. OPB will continue to annually review, amend, and update the Rulebook as needed in consultation and with the majority approval of the Board.

WHAT IS PARTICIPATORY BUDGETING?

Participatory Budgeting (PB) is a democratic process where community members directly decide how to spend part of a public budget. Participatory Budgeting started in 1989 as an anti-poverty measure in Porto Alegre, Brazil. Since then, it has spread to hundreds of cities around the world. PB is a practice that can deepen democracy, build stronger communities, and create a more equitable distribution of public resources. Several cities in the United

States, such as New York, Chicago, Durham, Cambridge and Somerville have adopted and implemented PB processes to increase the civic and budget engagement of its residents.

While the basic concept remains the same across cities, the process for implementation of Participatory Budgeting may vary due to local factors. Municipalities often go through several iterations of process improvements to enhance the program's effectiveness, efficiency, and impact over time.

PARTICIPATORY BUDGETING IN BOSTON

In Boston, [Youth Lead the Change](#) (YLC) was established in 2014 as the City's first youth-led Participatory Budgeting initiative. The process is currently led by the Office of Youth Engagement and Advancement and invests one million dollars of the City's [capital budget](#) to give young people the power to decide how to spend it for the benefit of their communities. For more information about YLC, visit [Boston.gov/departments/youth-engagement-and-advancement/youth-lead-change](https://www.boston.gov/departments/youth-engagement-and-advancement/youth-lead-change).

THE OFFICE OF PARTICIPATORY BUDGETING (OPB)

In the 2021 Municipal Election, Boston voters approved a ballot measure to create the Office of Participatory Budgeting. As a result, an [Ordinance](#) establishing the Office was approved by the City Council in the Spring of 2023.

The mission of the Office of Participatory Budgeting is to provide an official point of entry for Boston residents to contribute to the City's budget process. OPB advances this mission by:

- Furthering public engagement and direct democratic involvement
- Building collective capacity on issues of racial and social justice
- Aligning with the City's goals of achieving and embedding equity and inclusion into City practices

OPB hosts yearly Participatory Budgeting cycles to allow for continuous public engagement in order to:

1. Offer opportunities for the public to propose creative new ideas to address local needs;
2. Gauge resident priorities to help inform the City's annual budget process.

GUIDING PRINCIPLES

The Office of Participatory Budgeting and its External Oversight Board defined a set of foundational values to help guide the Office's operations, goals, and strategies for implementing Participatory Budgeting in Boston.

- **Civic Education & Empowerment** - involve the community in local government decision-making and empower residents to be more involved in civic processes, exploring new ways to maximize community involvement.
- **Development & Impact** - the Office's funds are spent in ways that prioritize equity issues and address the greatest needs of the community.
- **Partnerships & Trust** - build and strengthen partnerships with residents and community organizations to increase confidence and trust in local government.
- **Accessibility** - make it easy for people to participate in the City's budgeting processes.
- **Equity & Inclusion** - ensure that Participatory Budgeting in Boston includes and benefits groups that have been historically disenfranchised or faced barriers to participation.

EQUITY FRAMEWORK

Boston's Participatory Budgeting Equity Framework consists of an Equity Statement, Equity Goals, and Equity Guidelines. These components provide a framework to operationalize and help reinforce equity throughout the PB process. The Office works closely with the Board and the public on refining how guidelines are used during the PB cycle.

Equity Statement

Participatory Budgeting is designed to align with the City of Boston's goal of embedding equity and inclusion into City practices. The process aims to build collective capacity through broadening resident engagement in local government, strengthening community relationships and partnerships, and cultivating trust and transparency in decision making for all Bostonians, including those who have historically faced barriers to participation. The Office of Participatory Budgeting is committed to a just and inclusive process, where every voice is heard and valued.



Equity Goals

1. Foster a Collective City

Participatory Budgeting is an opportunity to bring communities together to foster a collective vision for Boston. Residents, local leaders, and City officials unite in open dialogue about budget priorities, engage in shared decision-making in the PB process, and take collective action in shaping the future of our City. The intent is to enhance the quality of life for all who call Boston home—a place where dreams can flourish, safety is paramount, opportunities are plentiful, and community thrives.

2. Enhance Civic Engagement and Strengthen Community Trust

The Participatory Budgeting process is committed to addressing barriers for public participation in local government, strengthening connections and cultivating trust in the process. Community partners will co-lead efforts in identifying new opportunities to maximize resident participation, ensuring the creation of safe, inclusive, and culturally appropriate spaces where education, resources, and decision-making is shared. Through this process, residents help inform funding decisions that reflect their priorities and lived experiences.

3. Address Ongoing Inequities Originating from the Legacy of Institutions of Power

The City of Boston acknowledges its role in causing and perpetuating inequities in our society. Through Participatory Budgeting, the Office is committed to a process that gives voice to the diverse perspectives and interests of residents, with emphasis on investing and engaging those who have been excluded from decision making processes. As different communities require unique approaches to achieve fairness and equity, the PB process prioritizes targeted and intentional investments that have the greatest impact.

Equity Guidelines

Equity: Institutions of power have shaped differences in access and power in the community. These disparities include social, economic, structural and other barriers to the health and well-being of residents. Participatory Budgeting projects aim to address ongoing and identified inequities in the community.

Priority: Projects will engage all Boston residents, including those who (1) cannot or do not participate in local government decision-making; (2) have been historically excluded or underrepresented; and (3) live in historically underserved neighborhoods.

Impact: Projects aim to meaningfully improve the residents' quality of life, removing barriers to accessing existing resources and/or provide resources to those who did not have access.

ROLES AND RESPONSIBILITIES

The Office of Participatory Budgeting (OPB): The Office is responsible for designing the process, establishing policies and procedures, implementing, and evaluating Participatory Budgeting in the City of Boston. OPB's role is to execute the City's mission and goals outlined in the PB Ordinance. Additionally, the Office is responsible for facilitating partnerships and relationship building between City Departments, residents, community organizations, and other stakeholders to contribute to the PB process and City budget. The Office is also charged with amending the Rulebook on an annual basis, as needed, in consultation with its External Oversight Board.

External Oversight Board: Nine (9) board members oversee and support the Office of Participatory Budgeting in the development and implementation of the PB process. Board term appointments last for two-years.

Residents: City of Boston residents are encouraged to participate in the PB process by submitting project ideas, reviewing and prioritizing projects, drafting proposals for the PB ballot with guidance from City staff, and voting.

City Departments: Departments work collaboratively with OPB and residents to assess feasibility of ideas, determine cost estimates, and support the implementation of PB projects.

Community Partners: During the "Planning for Implementation" phase, Boston-based community organizations are invited to apply to become contract partners to engage, educate, and promote the participation of the City's diverse populations in the PB process.

Community Organizations: Local groups across the City are encouraged to promote resident engagement during each phase of the PB process, and may have the opportunity to apply for funds to implement winning ballot proposals by way of grants or contracts.

EXTERNAL OVERSIGHT BOARD

The External Oversight Board is composed of nine (9) Boston residents with experience and expertise in various topics relevant to Participatory Budgeting, including but not limited to community investment and development, public finance, open space, urban planning, community organizing, affordable housing, public education, public health, environmental protection, historic preservation, and a demonstrated history of civic involvement in their communities.

External Oversight Board members oversee and support the Office of Participatory Budgeting in the development and implementation of PB in the City.

NOTE: Board members will be reimbursed for transportation expenses incurred in the performance of their duties, such as parking and transit tickets.

2. PROJECT ELIGIBILITY

CRITERIA FOR ELIGIBLE PROJECTS

The PB process prioritizes project ideas that build collective capacity on issues of social and racial justice. Project ideas must meet the following eligibility criteria:

- Projects are limited to a one-time expense, and do not create new permanent positions.
- Project ideas must be feasible to implement, and be consistent with existing City policies, laws, regulations, and the Participatory Budgeting Ordinance.
- Projects must be implemented or managed by the appropriate City Department or agency receiving direct budget appropriations.
- Project ideas may include programs and services, as well as funding for physical improvements, such as community enhancements on City-owned public property (benches, trash containers, green infrastructure, etc.)
 - ◇ *Physical improvement projects on private, state, or federal property are not eligible, such as projects concerning the Department of Conservation & Recreation (DCR) or the Massachusetts Bay Transit Authority (MBTA).*
 - ◇ *Project ideas related to programs and services in facilities not owned by the City are eligible.*

Project examples that are eligible for funding:

- Funding for community programs to strengthen mental health among Boston youth.
- Workforce training for residents re-entering society after incarceration.
- Parenting education classes for single and teen parents.
- Digital literacy classes for senior citizens to learn new skills and promote social connections.
- Vocational training and financial literacy for low-income residents.
- Expand the City's Wicked Free WiFi network to reach more low-income areas.
- Enhancing public spaces through infrastructure projects, such as public art, street trees, benches, playgrounds, etc.
- Invest and equip community centers with computers for residents to search and apply for jobs.
- Increase access to fresh and healthy food through community garden programs or community fridges administered by local organizations.



Project examples that are ineligible for funding

- Paying for the salary of a public employee to provide services.
- Repairing or enhancing a privately owned building.
- Helping an organization renovate a space that it rents from a private landlord.
- Helping a religious institution repair its sanctuary.
- Increase the frequency of MBTA buses or trains.
- Increase surveillance, policing, and/or other measures that negatively and disproportionately impact residents.

NOTE: *Project ideas containing inappropriate, offensive, or derogatory language will be removed and not considered from the PB process.*

Before being submitted for public vote, project proposals with estimated costs will be reviewed in advance by the appropriate City department or agency, and must be certified by the City's Chief Financial Officer.

3. TIMELINE

The overall timeline and phases for Participatory Budgeting may change slightly due to process refinements during the year.

FIGURE 1: PB PROCESS TIMELINE AND DATES



PHASES AND ESTIMATED DURATION

Phase	Estimated Duration
Rulebook Updates & Planning for PB Implementation	4 months
Idea Collection	1 month
Review Idea Categories	2 months
Proposal Development	3 months
PB Voting	1 month
Funding Projects & Implementation Monitoring	3 months +
Evaluation	Entire PB Cycle

4. PHASES



RULEBOOK DEVELOPMENT & PLANNING FOR PB IMPLEMENTATION (MARCH - JUNE)

During the spring each year, OPB staff, Board members, and the public review and discuss key findings, lessons learned, and recommendations from the evaluation process to update the Rulebook prior to the next cycle. Rulebook changes must be approved by the Office's External Oversight Board.

Between April and June, the Office plans for the implementation of the next cycle to ensure all details are thoroughly prepared for Idea Collection in July.

High-level overview and example of the PB process from Idea Collection through Proposal Development:

FIGURE 2: PB PROCESS EXAMPLE (FROM IDEA TO BALLOT PROPOSAL)



IDEA COLLECTION

Boston residents submit ideas through various channels (in-person, phone, online)

· Ideas inform PB Process & Larger City Budget



REVIEW OF IDEA CATEGORIES

OPB reviews all the project ideas shared by residents to determine eligibility and ensures they are categorized appropriately.

In partnership with the City's Data Analytics, OPB identifies specific subcategories to sort and classify resident ideas in preparation for the Proposal Development phase.



PROPOSAL DEVELOPMENT

During in-person forums in October, residents review, discuss, and prioritize project ideas — assessing their feasibility, impact, and equity.

In November, the short list of ideas are drafted into ballot proposals by residents with guidance from City staff. These proposals are then shared with the broader public for online comment. OPB and the Board review and incorporating relevant online feedback.

OPB and City Departments conduct a final feasibility assessment and determine estimated costs for each ballot proposal.



IDEA COLLECTION (JULY)

The Office of Participatory Budgeting will leverage technology and community partnerships to ensure that Boston residents are able to submit project ideas to the City. The public engagement strategies below will allow the public to connect with OPB online and in their communities:

- **Online “PB Portal”:** Similar to Cambridge, Somerville, and other municipalities across the nation, OPB will have a dedicated website for the public to learn about Participatory Budgeting, submit their project ideas, and follow each step of the process. The Online PB Portal will clearly state eligibility criteria for project ideas and allow residents to see all submitted ideas across the City. The site will be mobile friendly, easy to navigate, and accessible in Boston’s top languages.
- **Idea Collection Workshops:** To ensure the participation and engagement of Boston’s diverse populations, OPB will contract with community organizations to assist with outreach, public education, and resident engagement. Contracted Community Partners will host City-sponsored Idea Collection Workshops in person and/or online in various neighborhoods across the City.

NOTE: An Idea Collection Toolkit will be available online for any community organization that would like to host their own Idea Collection Workshop. Attendees will be encouraged to submit their ideas via the online PB Portal.

- **PB Phone Line: 617-635-3059** is available for residents to call and submit their project ideas. When calling, a multilingual message will instruct the public on how to share their ideas verbally with the Office. If residents call the City’s 311 Constituent Services Center, the Center will be able to direct them to the PB Phone Line.
- **PB Corners at City Hall and other Municipal Spaces:** “Participatory Budgeting Corners” will be available at Boston City Hall and designated City spaces like Boston Public Library branches and BCYF Community Centers, where residents will be able to submit their ideas.

PB PHONE LINE:

617-635-3059

GUIDELINES FOR IDEA COLLECTION

The following guidelines will be used at the onset of the PB process:

Who can submit project ideas?

- City of Boston residents, regardless of age.
- Members of the External Oversight Board cannot submit project ideas.

What type of information will be required from residents to submit ideas?

- First & Last Name
- Neighborhood of residence
- *Optional:* Zip Code
- *Optional:* Email address
- *Optional:* Demographics (Race/Ethnicity/Income/Age)

How should project ideas be described?

- Name or title of the project idea
- A short description of the idea (Recommend 50 words or less)
- If the idea serves the entire City or a specific neighborhood or location
- How the project positively impacts the community and/or advances social and racial equity (Recommend 50 words or less)
- The category the idea belongs to (**Drop down menu**)
 - **Arts & Culture:** Project ideas focused on arts and cultural programming that promote cultural spaces in the City.
 - **Community Resources:** Project ideas that provide assistance or services to residents in need, such as programs at community centers, financial or digital literacy, English as a second language, or GED classes.
 - **Local Economy & Worker Empowerment:** Project ideas that improve access to quality jobs, skills training, career pipelines, and other resources for workers, small business owners, and entrepreneurs.
 - **Education, Youth & Families:** Project ideas related to education for all ages, as well as proposals that meet the needs of Boston's youth, senior citizens, and families.
 - **Environment, Sustainability, and Food Access:** Project ideas that help increase access to healthy and affordable food, promote environmental justice, and help increase the quality of life in Boston.



- **Facilities, Parks & Recreation:** Project ideas that invest in clean, green, safe and accessible open space, facilities, and programming for residents and neighborhoods.
- **Health and Well-being:** Project ideas that promote the physical and mental health of Boston residents of all ages.
- **Public Safety:** Project ideas that advance safety and increase justice in the City, such as community violence prevention programs and initiatives for healing and recovering from trauma and substance abuse.
- **Streets & Sidewalks:** Project ideas that improve and promote safe and accessible streets and sidewalks to get around the City.
- **Other / Not Sure:** Other community-centered ideas that may not fit in the previous categories.



REVIEW OF IDEA CATEGORIES (AUGUST - SEPTEMBER)

The Office of Participatory Budgeting reviews the comprehensive list of project ideas under the 10 preselected categories to ensure they meet the eligibility criteria for the process.

In partnership with the City's Data Analytics team and working closely with the Board, OPB will identify specific subcategories to sort and classify resident ideas in preparation for the Proposal Development phase.

All eligible and original resident ideas will be carried through for consideration for the Proposal Development process. No ideas will be modified or changed at any point by the City or the Board.

All idea submissions will be compiled into a "Summary of Findings" dashboard to help inform the larger City budget conversation. This website will be available to City departments, elected officials, and the public.

Additionally, all project ideas submitted for the current cycle will be visible online via the Online PB Portal.





PROPOSAL DEVELOPMENT (OCTOBER - DECEMBER)

The goal of this phase is to develop up to 15 ballot proposals to be considered for PB Voting in January.

OPB will provide several engagement touchpoints:

- **In-Person Forums:** In partnership with community organizations, OPB will host a series of Proposal Development Forums across the city. During October forums residents will join facilitated table discussions, which will allow them to review, discuss, prioritize project ideas - assessing for equity and impact. In November, a short list of ideas will be drafted into ballot proposals by residents with guidance from City staff.
- **Online Engagement:** Draft proposals will be shared online for a two-week public comment period. OPB and the Board will incorporate relevant feedback.

OPB and City Departments will conduct a final feasibility assessment for each ballot proposal and determine estimated costs before PB Voting in January.



PB VOTING (JANUARY - FEBRUARY)

A ballot with up to 15 proposals will be available for voting between January 15 and February 15. Residents are able to vote online and in-person at City Hall and other designated spaces across the City. Voting sites will be posted ahead of time at Boston.gov/Participate.

On the ballot, residents will be able to select up to five (5) of the total proposals, each with an estimated dollar amount. Proposals with the most votes will be awarded, up to the funding cap for the particular PB Cycle. For voting assistance, the public will be able to email pb@boston.gov or call the Office of Participatory Budgeting at 617-635-2381.

- **Resident information needed to submit their vote:**

- First & Last Name
- Neighborhood
- Short affidavit stating that individuals must meet Boston residency requirements to be able to vote
- *Optional:* Demographics (Race/Ethnicity/Income/Age)

NOTE: Voting is limited to Boston residents who are at least 11 years of age or in 6th grade.

When the voting period closes, the City and OPB will announce the winning proposals with the final voting results published in OPB's website. In the event of a tie, OPB in collaboration with its External Oversight Board will resolve the tie.





FUNDING PROJECTS & IMPLEMENTATION MONITORING (SPRING)

The Office of Participatory Budgeting works with City Departments to determine the most appropriate avenue for project implementation.

1. City Departments Implement Winning Projects

- City Departments, in coordination with OPB, define a timeline and create an implementation plan.

2. Contracts or Grants to Community Organizations

City Departments, in collaboration with OPB, may release grant or contract opportunities for nonprofit organizations to implement the winning proposals tailored to the needs and priorities of their particular communities. This process needs to comply with the City's procurement policies and all relevant Massachusetts laws for contracts and grants.

- City Departments, in partnership with OPB and the City's Procurement team, will create the appropriate public process (i.e., a Request for Proposals or a Grant Application) to select community organizations for contracts or grants.
 - The review process will help ensure that grants/contracts awarded by the City for project implementation meet the purpose and values of the PB Ordinance.
 - As part of the contract or grant process, community organizations may submit letters of recommendation or references to be considered as a supplement to their proposal submission.
 - After funding is awarded through a contract or a grant, project implementation will be monitored by the relevant City Departments.
- **Monitoring the Implementation of PB Projects**

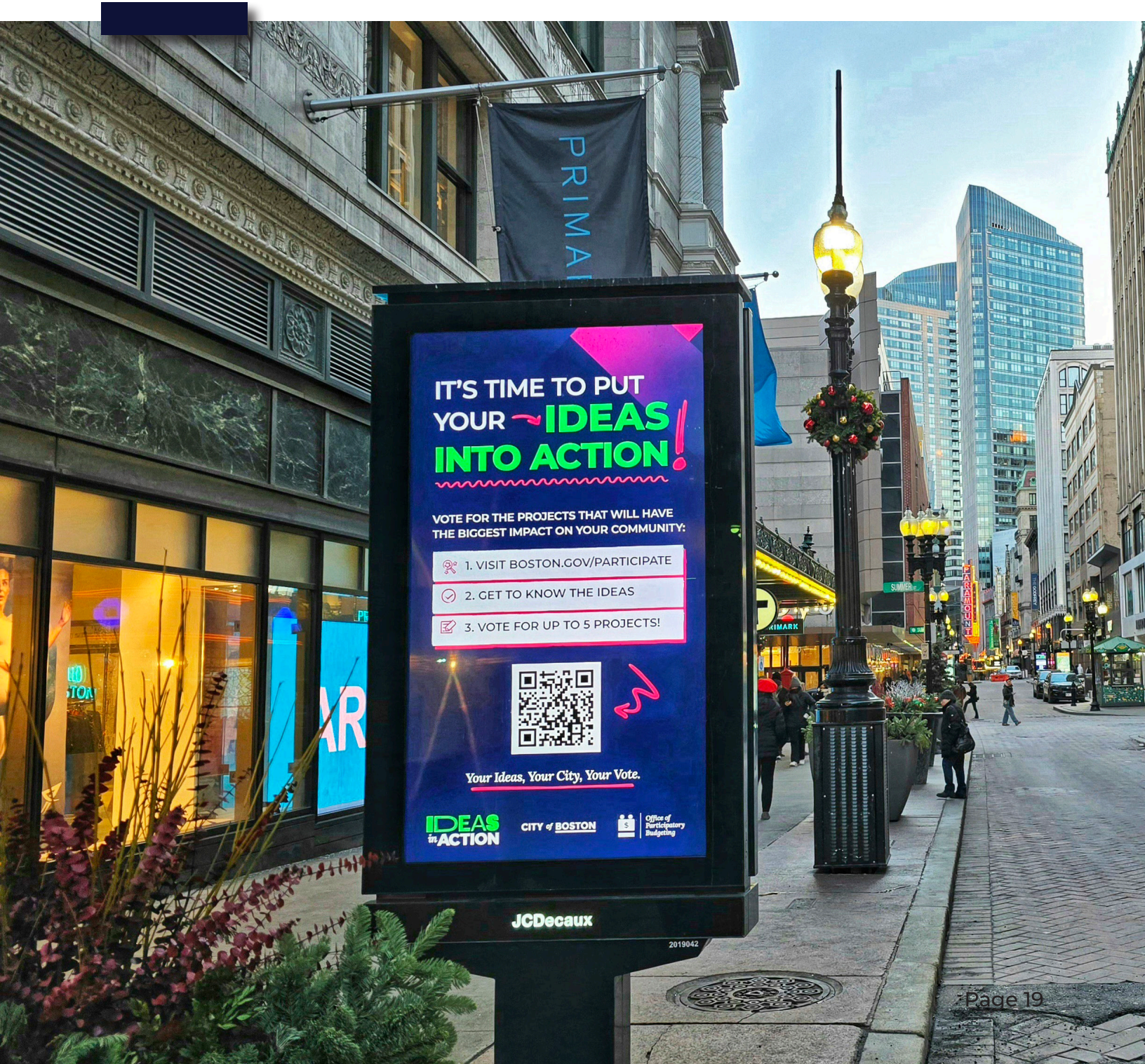
The Office of Participatory Budgeting will track and report on the progress of PB funded projects on its website and annual reports.

- The Office of Participatory Budgeting will partner and coordinate with City Departments that receive PB funding to determine project timelines and milestones. OPB will provide monitoring and reporting protocols to ensure that community organizations that receive PB funding through grants or contracts have the necessary guidelines and support to deliver and report back on successful outcomes.



EVALUATING IDEAS IN ACTION

To ensure program effectiveness over time, the Office and Board continuously evaluate Boston's Participatory Budgeting process, using data-driven insights to improve its efficiency and impact over time.



GLOSSARY OF TERMS

Terms	Meaning
Ballot	A ballot is a document used to cast votes in an election, and may be found as a piece of paper or webpage for voting. The PB Ballot will contain up to 15 project proposals for residents to choose which ones should be funded.
Community Partner	A non-profit organization that is contracted by the Office of Participatory Budgeting to host City-sponsored Idea Collection workshops or a combination of alternative engagement events in neighborhoods across the City. The Office contracts with community partners to promote resident engagement and participation in Ideas in Action.
Community Organization	Any non-profit group in the City that supports the PB process by assisting with public education and encouraging the participation of residents in all or some phases of the PB process.
Contract	A method for procuring supplies or services for the benefit or use of the governmental body (in this case, the City of Boston).
Cycle	References a time frame to complete one round of Participatory Budgeting (PB). For example, Boston's PB cycle one begins in July and ends in February of the following year.
Eligibility Criteria	A set of requirements that a project idea must meet for it to be included in the Participatory Budgeting process.
Equity & Inclusion	Equity is ensuring every community has the resources it needs to thrive in Boston. This requires the active process of meeting individuals where they are. Inclusion is engaging every resident to build a more welcoming and supportive City. This means building a city for everyone, where diversity makes a more empowered collective.

Terms	Meaning
Idea Collection Workshop	An event led by any community organization or individual, where attendees will be able to learn about the Participatory Budgeting process, brainstorm project ideas, and submit them as part of the PB process during the Idea Collection phase (July).
Feasibility	The process of determining the possibility that something can be made, done, or achieved. For example, how easy or difficult it may be to accomplish a project idea.
Grant	Funding provided to nonprofit organizations and/or individuals to carry out a public purpose of support through a formalized grant agreement. During the Funding Phase of the PB process, nonprofits and/or individuals may be able to apply for grants from the City to implement projects locally. Please note that businesses are not eligible for grant funding.
Phases	A distinct period or stage in the Participatory Budgeting process. The PB process in Boston has five (5) distinct phases: Idea Collection, Review of Idea Categories, Proposal Development, Voting, and Funding Projects.
Project Idea	Project ideas are suggestions made by residents about how the City should spend Participatory Budgeting funding. Project ideas can be local or City-wide, and can be related to physical improvements on City property and programs and services in the community. Any resident of Boston can submit a project idea during the Idea Collection Phase.
Project or Ballot Proposal	The formal written description of a project idea that is submitted for PB voting. For the purposes of PB in Boston, project or ballot proposals are refined Proposal Statements (description below,) which were developed by residents during the Proposal Development phase.

Terms	Meaning
Proposal Statement	A short paragraph drafted by residents during Proposal Development Forums that describes what a ballot proposal should look like for PB voting. A proposal statement may contain one or a combination of project ideas.
Social and Racial Justice	The just and fair inclusion of people of any social and racial background into society, so they can participate, prosper, and reach their full potential.
Visioning Forum	A City-sponsored event during the Proposal Development phase where residents are able to review, discuss, and assess the feasibility, impact, and equity considerations of all ideas. At these events, attendees will prioritize project ideas and help draft project proposal statements for the ballot.

