Code Book

**Abbreviations:**

|  |  |
| --- | --- |
| nom. | Nominal scale (categorical data) |
| ord. | Ordinal scale (rank order) |
| interv. | Interval scale (equidistant points between each of the scale elements) |
| ratio | Ratio scale (equidistant points between each of the scale elements + true zero point) |
| bin. | Binary variable |
| **Hierarchy of variables** |
| No asterisk | Conceptually less important  |
| \* | Conceptually important  |
| **Validation of author’s impression** |
| insufficient evidence | Impressions of case studies’ authors rely on insufficient information: without providing a clear data-driven justification. |
| informed guess | Impressions of case studies’ authors rely on sufficient information to make an informed guess. |
| comprehensive, reliable | Impressions of case studies’ authors rely on sufficient, comprehensive and detailed information: providing a clear data-driven justification. |

**Glossar:**

|  |  |
| --- | --- |
| Case | In our research project a case is defined as a dialogue-oriented participation format within a Participatory Budgeting (PB) and Local Agenda 21 (LA 21) procedure. We are only interested in dialogue-oriented formats. PB and LA 21 procedures in one municipality often consist of several cases. |
| Experts | Experts (equal to interviewees) are involved citizens, politicians, providers of external support (e.g. moderator), civil society representatives, administrative staff as well as scientific scholars. |
| Format | Each Participatory Budgeting and Local Agenda 21 procedure consists of a variety of participation formats, e.g. citizen fora, online platforms, public meetings with citizen, surveys. In the literature these formats are labeled with a variety of different terms, e.g. participatory channels, tools, processes. |
| Local Agenda 21 | At the Rio Earth Summit in 1992, Agenda 21 was promoted as the global action program for sustainable development. The purpose of Local Agenda 21 (LA 21) procedures is to encourage local authorities promoting more environmentally, socially and economically sustainable communities together with local civil society and business actors. A variety of participatory formats (see below) has been applied. Local Agenda 21 procedures have no decision-making authority, but can offer advice to the representative bodies, which have the final say. |
| Participatory Budgeting | Participatory Budgeting (PB) was invented in Porto Alegre, Brazil, and spread all over the globe. The purpose is to enable citizens to participate in the debate about how to allocate parts of municipal budget. A variety of participatory formats has been applied. In Germany, Participatory Budgeting procedures have no decision-making authority, but can offer advice to the representative bodies, which have the final say. |
| Procedure | In our codebook a procedure is a Local Agenda 21 and a Participatory Budgeting procedure taking place in a German municipality at a particular period of time, e.g. Participatory Budgeting in Frankfurt 2011-2013. |

Graph: Explaining the usage of the terms procedure, format, case

**Content:**

1. **General Information (independent variable)**
	1. procedure and case
	2. study
2. **Context variables (independent variable)**
	1. municipality\_context
	2. procedure\_context (incl. goals of procedure)
3. **Stakeholders/Actors (independent variable)**
4. **Case design (independent variable)**
	1. goals of case
	2. design of case (more specific)
5. **Results (dependent variable)**
	1. micro-level
	2. meso-level
	3. macro-level

**1. General Information**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | **Variable name** | **Scale** | **Variable explanation** | **Variable values** |
| 1 | IDNR | nom. | Identification number | 1, 2, 3, … |
| 2 | ID\_case |  | Identification of case: unique case name (municipal name \_case description) | text area |
| 3 | ID\_coder | nom. | Identification of coder: coder’s initials | 1: MB2: PH3: NJ4: n.n. |
| 4 | date\_coding | date | Date of completion of coding | dd\_mm\_yyyy |
| **procedure and case** |
| 5 | procedure | nom. | Type of participatory procedure  | 1: Participatory Budgeting2: Local Agenda 21 |
| 6 | \*decision\_council | bin. | City council decision(to conduct PB/LA-21) | 0: no1: yes98: no information available |
| 7 | decision\_council\_d | date | Year of city council decision (to conduct PB/LA-21) | yyyy99: not applicable |
| 8 | procedure\_format |  | Description of formats applied in procedure | text area |
| 9 | procedure\_formats\_1 | bin. | Formats applied in procedure: information: face- to-face meetings | 0: no1: yes |
| 10 | procedure\_formats\_2 | bin. | Formats applied in procedure: information: online  | 0: no1: yes |
| 11 | procedure\_formats\_3 | bin. | Formats applied in procedure: information: other (flyer, advertisement, etc.) | 0: no1: yes |
| 12 | procedure\_formats\_4 | bin. | Formats applied in PB: proposal making: face-to-face without dialog | 0: no1: yes |
| 13 | procedure\_formats\_5 | bin. | Formats applied in PB: proposal making: face-to-face with dialog | 0: no1: yes |
| 14 | procedure\_formats\_6 | bin. | Formats applied in PB: proposal making: online without dialog | 0: no1: yes |
| 15 | procedure\_formats\_7 | bin. | Formats applied in PB: proposal making: online with dialog | 0: no1: yes |
| 16 | procedure\_formats\_8 | bin. | Formats applied in PB: proposal making: other (mail, phone, etc.) | 0: no1: yes |
| 17 | procedure\_formats\_9 | bin. | Formats applied in PB: prioritization of proposals: offline voting without dialog | 0: no1: yes |
| 18 | procedure\_formats\_10 | bin. | Formats applied in PB: prioritization of proposals: offline with dialog | 0: no1: yes |
| 19 | procedure\_formats\_11 | bin. | Formats applied in PB: prioritization of proposals: online voting without dialog | 0: no1: yes |
| 20 | procedure\_formats\_12 | bin. | Formats applied PB: prioritization of proposals: online voting with dialog | 0: no1: yes |
| 21 | procedure\_formats\_13 | bin. | Formats applied in PB: prioritization of proposals: other (opinion poll, etc.)  | 0: no1: yes |
| 22 | procedure\_formats\_14 | bin. | Formats applied in LA 21: discussion of working groups on specific topics (“Arbeitskreis”) | 0: no1: yes |
| 23 | procedure\_formats\_15 | bin. | Formats applied in LA 21: discussion in open space groups (so called Forum) | 0: no1: yes |
| 24 | procedure\_formats\_16 | bin. | Formats applied in LA 21: dialog-oriented decision-making on own projects | 0: no1: yes |
| 25 | procedure\_formats\_17 | bin. | Formats applied in procedure: Accountability meeting (“Abschlussveranstaltung m. Verwaltung”) | 0: no1: yes |
| 26 | procedure\_formats\_18 | bin. | Formats applied in procedure: surveys  | 0: no1: yes |
| 27 | procedure\_formats\_19 | bin. | Formats applied in procedure: advisory board/s (“Beirat”, “Redaktionsgruppe”, “Lenkungs-gremium”, “Projektgruppe”, “Koordinationskreis”) | 0: no1: yes |
| 28 | procedure\_formats\_20 | bin. | Formats applied in procedure: structural, standardized meetings (future conference, future workshop, consensus conference, world café) | 0: no1: yes |
| 29 | procedure\_formats\_21 |  | Other formats applied in procedure | text |
| 30 | case | nom. | Case description (object of inquiry/research) | text area1: proposal making: face-to-face with dialog2: proposal making: online with dialog3: prioritization of proposals: offline with dialog4: prioritization of proposals: online voting with dialog5: discussion of working groups on specific topics (“Arbeitskreis”)6: discussion in open space groups (so called Forum)7: dialog-oriented decision-making on own projects8: structural, standardized meetings (future conference, future workshop, consensus conference, world café) |
| 31 | procedure \_start | date | Procedure start date | yyyy |
| 32 | procedure \_end | date | Procedure end date (estimated) | yyyy97: still ongoing at end of study |
| 33 | \*procedure\_ institut | bin. | Degree of procedure institutionalization as planned | 0: nonrecurring1: continuing |
| 34 | case\_start | date | Case start date | dd\_mm\_yyyy |
| 35 | case\_end | date | Case end date (estimated) | dd\_mm\_yyyy |
| 36 | case\_institut | bin. | Degree of case institutionalization as planned | 0: nonrecurring1: continuing |
| 37 | \*procedure \_initiator |  | Organization or group initiating the procedure PB/LA-21 (governmental or non-state actor(s)): name + function (as detailed as possible) | text area |
| 38 | procedure \_organiser |  | Organization or group organizing the procedure PB/LA-21 (governmental or non-state actor(s)): name + function (as detailed as possible) | text area |
| **study** |
| 39 | source\_title |  | Bibliographic citation: title  | text area |
| 40 | source\_publisher |  | Bibliographic citation: publisher/editor | text area |
| 41 | source\_URL |  | Bibliographic citation: internet URL with access date | text area99: not applicable |
| 42 | source\_type | nom. | Type of source  | 1: peer-reviewed publication 2: scholarly publication3: scientific evaluation4: publication by public participation professionals (e.g. ZEBRALOG)5: conference paper6: administration report7: dissertation8: diplom/master thesis (etc.) 9: other … named |
| 43 | author |  | Author/s of study | name/stext area |
| 44 | author\_type | nom. | Background of author/s | 1: scientist2: professional services staff3: administrative staff4: participant5: studentIf other, name it (also authors with multiple backgrounds). |
| 45 | date\_publication | date | Date of publication | dd\_mm\_yyyy |
| 46 | method | nom. | Method of study | 1: qualitativ2: quantitativ 3: mixed |
| 47 | scientific\_value | ord. | Coder’s impression of scientific value of study1. Description of case available?
2. Source of data mentioned?
3. Data reliable and valid?
4. Methods of analysis mentioned?
5. Methods of analysis reliable and valid?
6. Results ‘reasonable’ (or rather ad hoc hypothesis)?
 | 0: limited (1 or 2 indicator(s) are/is mentioned)1: (3 indicators are mentioned)2: (4 indicators are mentioned)3: (5 indicators are mentioned )4: excellent (all 6 indicators are mentioned)  |
| 48 | contact\_person |  | person(s) to contact for interviewing etc. | text area |
| 49 | source\_other\_stud |  | To gain more data: Which other study is used? | text area96: no other source |
| 50 | source\_other\_URL |  | To gain more data: Which website (for PB or LA 21) is used? | text area96: no other source |
| 51 | source\_other\_exp |  | To gain more data: Which experts were interviewed? | text area96: no other source |
| 52 | source\_other |  | To gain more data: Which other source is used? | text area96: no other source |

**2. Context variables**

Standard sources of all context variables: Statistical offices of the Länder or wegweiser-kommune.de

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | **Variable name** | **Scale** | **Variable explanation** | **Variable values** |
| **municipality\_context** |
| 53 | federal\_state | nom. | Name of the federal state in which the procedure (PB or LA 21) took place. | 1: Baden-Württemberg2: Bavaria3: Berlin4: Brandenburg5: Bremen6: Hamburg7: Hesse8: Lower Saxony9: Mecklenburg-West Pomerania10: North Rhine-Westphalia 11: Rhineland-Palatinate12: Saarland13: Saxony14: Saxony-Anhalt15: Schleswig-Holstein16: Thuringia |
| ~~55~~ | ~~loc\_constitution~~ | ~~nom.~~ | ~~Local constitution of federal state (see list).~~ | ~~1: Süddeutsche Ratsverfassung\_1~~~~2: Süddeutsche Ratsverfassung\_2~~~~3: Süddeutsche Ratsverfassung\_3~~~~4: Süddeutsche Ratsverfassung\_4~~~~5: Süddeutsche Ratsverfassung\_5~~~~6: Süddeutsche Ratsverfassung\_6~~~~7: Magistratsverfassung~~~~99: not applicable~~ |
| 56 | municipal\_name |  | Name of the municipal / city / district in which the procedure (PB or LA 21) took place. | text area |
| ***Note for coder(s): all following figures refer to the year(s) of case*** |
| 57 | \*municipal\_size | ratio | Municipal population | figure |
| 58 | \*brutto\_product | ratio | Municipal revenues per capita | figure |
| 59 | \*debts | ratio | Municipal debts per capita | figure |
| 60 | \*budget\_fin\_procedure | ratio | Total (financial) budget of procedure (PB or LA 21) (in €) | figure  |
| 61 | budget\_fin\_case | ratio | Total (financial) budget of case (in €) | figure  |
| 62 | \*unemployment\_rate | ratio | Municipal unemployment rate | figure |
| 63 | foreigners | ratio | Proportion of foreign citizens in municipal / city / district in which the procedure (PB or LA 21) took place. | figure |
| 64 | \*“pressure“/NEW: conflict (former variable 81) |  | Author‘s/interviewee’s impression of pressure (financial, fragmentation, migration) | text98: no information available |
| 65 | “pressure“\_autimpression | ord. | How valid is author’s impression? | 0: insufficient evidence1: informed guess2: comprehensive, reliable99: not applicable |
| 66 | university  | bin. | Is there a university or a university of applied science in municipality? | 0: no1: yes |
| 67 | \*vot\_turnout\_nat | ratio | Municipal voter turnout at last national (Bundestag) elections | figure |
| 68 | \*vot\_turnout\_reg | ratio | Municipal voter turnout at last regional (Landtag) elections | figure |
| 69 | \*vot\_turnout\_council |  | Voter turnout at city council elections since 1990  | text |
| 70 | \*vot\_turnout\_mayor |  | Voter turnout at mayor elections since 1990 | text |
| 71 | \*concept\_participatory | bin. | Is there a participatory concept plan/map (position paper) in municipality? | 0: no1: yes98: no information available |
| 72 | concept\_participatory\_year | bin. | Year of participatory concept plan/map (position paper) | yyyy99: not applicable |
| 73 | \*staff\_special | bin. | Is there special staff concerning civic participation in general (not specifically for procedure)? (Referent für Bürgerbeteiligung, Bürgerbeauftragter) | 0: no1: yes98: no information available |
| 74 | \*“number”\_dialogue-oriented | ratio | Author’s/interviewee’s impression: How many dialogue-oriented procedures before? | 0: no procedures…4: many procedure98: no information available |
| 75 | “number”\_dialogue-oriented\_autimpression | ord. | How valid is author’s impression? | 0: insufficient evidence1: informed guess2: comprehensive, reliable99: not applicable |
| 76 | \*perceived\_dialogue-oriented  | ratio | Author’s/interviewee’s impression: How were dialogue-oriented procedures perceived in citizenry? | -2: very negative …+2: very positive98: no information available |
| 77 | perceived\_dialogue-oriented\_autimpression | ord. | How valid is author’s impression? | 0: insufficient evidence1: informed guess2: comprehensive, reliable99: not applicable |
| 78 | \*participatory\_communes | bin. | Does municipality belong to civitas or other participatory network? (see list) | 0: no1: yes |
| 79 | \*direct democracy\_experience | ratio | Municipal experience with direct democracy (see [Datenbank lokale direkte Demokratie in Deutschland](http://www.datenbank-buergerbegehren.info/tiki-index.php?page=Datenbank)) | figure (until start of case) |
| 80 | \*associations\_registr | ratio | Number of all registered associations (see register of associations) | if data available:figure |
| 83 | \*procedure\_ communic\_actors | bin. | Author’s/interviewee’s impression of communication style between politicians, administration and citizenry (procedure) | 0: conflictual …4: cooperative98: no information available  |
| 84 | procedure\_ communic\_actors \_autimpression | ord. | How valid is author’s impression? | 0: insufficient evidence1: informed guess2: comprehensive, reliable99: not applicable |
| 85 | \*party\_mayor | nom. | Party membership of the mayor | 1: CDU/CSU2: SPD3: BÜNDNIS 90/DIE GRÜNEN4: FDP5: DIE LINKE6: Freie Wähler7: independent8: other |
| 86 | \*party\_council | nom. | Party with relative majority in council (party with most number of seats) | 1: CDU/CSU2: SPD3: BÜNDNIS 90/DIE GRÜNEN4: FDP5: DIE LINKE6: Freie Wähler7: other |
| 87 | council\_election\_last | date | Last council election | yyyy |
| 88 | council\_election\_CDU/CSU | ratio | Last council elections: Number of seats (CDU/CSU) | figure |
| 89 | council\_election\_SPD | ratio | Last council elections: Number of seats (SPD) | figure |
| 90 | council\_election\_GRÜNEN | ratio | Last council elections: Number of seats (DIE GRÜNEN) | figure |
| 91 | council\_election\_FDP | ratio | Last council elections: Number of seats (FDP) | figure |
| 92 | council\_election\_LINKE | ratio | Last council elections: Number of seats (DIE LINKE) | figure |
| 93 | council\_election\_FW | ratio | Last council elections: Number of seats (FREIE WÄHLER) | figure |
| 94 | council\_election\_other | ratio | Last council elections: Number of seats (other) | figure |
| 95 | council\_election\_next | date | Next council election | yyyy |
| 96 | mayor\_election\_next | date | Next election of mayor | yyyy |
| **procedure\_context** |
| 97 | pilot | bin. | Pilot project (PB or LA-21), particularly supported | name0: no98: no information available |
| 98 | procedure\_purpose\_intend |  | Intended purpose of procedure by initiators.  | text  |
| 99 | procedure\_purpose\_intend\_aut |  | Author’s impression of intended purpose of procedure by initiators. | text  |
| 100 | procedure\_partici\_pl | ratio | Planned number of procedure participants | figure98: no information available |
| 101 | \*procedure\_inform | ratio | Is there an information phase included in procedure (PB or LA 21)? | 0: no1: yes 98: no information available |
| 102 | procedure\_inform\_channels |  | Which information channels were used? | text99: not applicable |
| 103 | topic\_specific | bin. | To which specific topics is the participatory procedure (PB or LA 21) limited? | Name topics0: none98: no information available |
| 104 | \*support\_federal | bin. | Is participatory procedure (LA 21) supported (financially, infrastructural) by the federal state? | Name support0: no98: no information available |
| 105 | \*procedure\_staff | bin. | Is there staff especially for the procedure (PB or LA 21)? | 0: no1: yes 98: no information available |
| 106 | procedure\_nb\_staff | ratio | Number of staff for the procedure (PB or LA 21) | figure99: not applicable98: no information available |
| 107 | \*procedure\_external\_support | bin. | Procedure (PB or LA 21) was accompanied by external support (professional services, scientific advice) | 0: no external support1: external support98: no information available |
| 108 | procedure\_external\_support\_what |  | How did the external support accompanied the procedure (PB or LA 21), e.g. software, moderator? | text99: not applicable98: no information available |
| 109 | procedure\_external\_support\_det |  | Which external support accompanied the procedure (PB or LA 21), e.g. Zebralog? | text99: not applicable98: no information available |
| 110 | \*procedure\_transparency | ratio | Plan for publicly available written documentation about procedure?  | 0: no plan1: plan98: no information available |
| 111 | \*procedure\_accountability | ord. | Is there a clear plan for accountability? | 0: no plan for accountability 1: basic information on accountability (without scheduled dates)2: clear plan for accountability (with scheduled dates)98: no information available |
| 112 | procedure ­\_institute\_first | date | When did the first procedure (PB or LA 21) start? | yyyy |

**3. Stakeholders/Actors**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | **Variable name** | **Scale** | **Variable explanation** | **Variable values** |
| **Before start of procedure/Before and at council decision**  |
| 114 | \*procedure\_support\_city council | ratio | Author’s/interviewee’s impression of degree of procedure support (engagement for procedure) by city council members | 0: no support …4: very strong support 98: no information available |
| 115 | procedure\_support\_city council \_autimpression | ord. | How valid is author’s impression? | 0: insufficient evidence1: informed guess2: comprehensive, reliable99: not applicable |
| 116 | \*procedure\_support\_mayor | ratio | Author’s/interviewee’s impression of degree of procedure support by mayor | 0: no support …4: very strong support 98: no information available |
| 117 | procedure\_support\_mayor \_autimpression | ord. | How valid is author’s impression? | 0: insufficient evidence1: informed guess2: comprehensive, reliable99: not applicable |
| 118 | \*procedure\_support\_admin | ratio | Author’s/interviewee’s impression of degree of procedure support by administration | 0: no support …4: very strong support 98: no information available |
| 119 | procedure\_support\_admin \_autimpression | ord. | How valid is author’s impression? | 0: insufficient evidence1: informed guess2: comprehensive, reliable99: not applicable |
| 120 | \*procedure\_support\_civilsociety\_loc | ratio | Author’s /interviewee’s impression of degree of procedure support by local civil society (local associations) | 0: no support …4: very strong support 98: no information available |
| 121 | procedure\_support\_civilsociety\_loc \_autimpression | ord. | How valid is author’s impression? | 0: insufficient evidence1: informed guess2: comprehensive, reliable99: not applicable |

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| --- |
| **During procedure** |
| 123 | \*procedure\_partici\_mayor | bin. | Did mayor participate in procedure? | 0: no1: yes98: no information available |
| 124 | \*procedure\_partici\_local politicians\_other | bin. | Did other local politicians participate in procedure? | 0: no1: yes98: no information available |
| 125 | \*media\_report | ratio | Author’s impression: How intensive did media report on procedure? If information on media report is available but unspecific, use code 2. | 0: no report…4: extensive report98: no information available |
| 126 | media\_report\_autimpression | ord. | How valid is author’s impression? | 0: insufficient evidence1: informed guess2: comprehensive, reliable99: not applicable |
| 127 | \*media\_report\_how | ratio | Author’s impression: How did media report on procedure? | -2: negative…+2: positive |
| 128 | media\_report\_how\_autimpression | ord. | How valid is author’s impression? | 0: insufficient evidence1: informed guess2: comprehensive, reliable99: not applicable |

**4. Case design**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | **Variable name** | **Scale** | **Variable explanation** | **Variable values** |
| **goals of case** |
| 129 | case\_purpose\_intend |  | Intended purpose of case by initiators. | text  |
| **design of case (more specific)** |
| 132 | \*partici\_select | nom. | Method of participant recruitment | 1: open to all/self-selection2: targeted recruitment (e.g. appointed, invited)3: random selection4: stakeholder recruitment5: election If mixed, name all …  |
| 133 | \*special\_select | bin. | Instruments to involve the political inactive (is there a direct addressing of certain groups?) | Name instrument0: no98: no information available |
| 134 | partici\_demo\_targ | nom. | Targeted participants according to demographics | 1: general public2: women3: men4: elderly5: youth6: immigrants7: low-income earners8: people with disabilities9: other …98: no information available |
| 135 | partici\_targ\_citizen | bin. | Targeted participants according to individuals vs. groups: individual citizen | 0: no1: yes98: no information available |
| 136 | partici\_ targ\_interest | bin. | Targeted participants according to individuals vs. groups: interests groups | 0: no1: yes98: no information available |
| 138 | \*“ease”\_participants |  | Which ways to “ease” participation (child care, ticket) were used? | text |
| 139 | \*moderator | bin. | Is involvement of moderator planned?  | 0: no1: yes 98: no information available |
| 140 | \*case\_inform | bin. | Is there an information phase within case planned? | 0: no1: yes 98: no information available |
| 141 | case\_inform\_channels |  | Which information channels were planned? | text99: not applicable |
| 142 | tools\_delib\_online\_software | bin. | Only for online participation:Is there a certain software/web platform (blog, wiki) planned? | 0: no1: yes 99: not applicable98: no information available |
| 143 | \*tools\_delib\_online\_rules | bin. | Only for online participation:Are there any rules concerning the communication process (netiquette) planned? | 0: no1: yes 99: not applicable98: no information available |
| 144 | \*tools\_delib\_online\_control | bin. | Only for online participation:Is control of rules planned? | 0: no1: yes 99: not applicable98: no information available |
| 145 | \*tools\_delib\_face-to-face | bin. | Only for face-to-face-participation:Is there a clear planning within the case design: information, communication, decision finding?  | 0: no clear planning1: clear planning99: not applicable98: no information available |
| 152 | \*case\_accountability | ord. | Is there a clear plan for accountability? | 0: no plan for accountability 1: basic information on accountability (without scheduled dates)2: clear plan for accountability (with scheduled dates)98: no information available |

**5. Results**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | **Variable name** | **Scale** | **Variable explanation** | **Variable values** |
| **Participants/micro-level** |
| 153 | \*knowledge | ratio | Author’s/interviewee’s impression whether knowledge of participants improved. | 0: no improved knowledge…4: substantially improved knowledge98: no information available |
| 154 | knowledge\_issue\_autimpression | ord. | How valid is author’s impression? | 0: insufficient evidence1: informed guess2: comprehensive, reliable99: not applicable |
| 157 | \*efficacy\_internal | ratio | Author’s/interviewee’s impression whether internal efficacy improved. Internal efficacy covers the individual ability (skills, knowledge and interest) to influence political processes. | 0: no improved internal efficacy…4: substantially improved internal efficacy98: no information available |
| 158 | efficacy\_internal\_autimpression | ord. | How valid is author’s impression? | 0: insufficient evidence1: informed guess2: comprehensive, reliable99: not applicable |
| 159 | \*efficacy\_external | ratio | Author’s/interviewee’s impression whether external efficacy improved. External efficacy covers the individual perception of impact on political processes. | 0: no improved external efficacy…4: substantially improved external efficacy98: no information available |
| 160 | efficacy\_external\_autimpression | ord. | How valid is author’s impression? | 0: insufficient evidence1: informed guess2: comprehensive, reliable99: not applicable |
| 171 | \*satisfaction\_case | ratio | Author’s/interviewee’s impression of participants’ satisfaction with case. | 0: not satisfied with case…4: really satisfied with case98: no information available |
| 172 | satisfaction\_case\_autimpression | ord. | How valid is author’s impression? | 0: insufficient evidence1: informed guess2: comprehensive, reliable99: not applicable |
| **Group/meso-level** |
| 174 | group\_interaction |  | Author’s impression: Description of group interaction, e.g. good discussion, building of network or trust.  | text |
| 175 | \*delib\_quality\_implement | bin. | Are there any rules concerning the communication process (online, face-to-face deliberation) implemented? | 0: no1: yes 98: no information available |
| 176 | \*delib\_quality\_interaction | ratio | Author’s impression of quality of deliberation | 0: no deliberation…4: very good deliberation98: no information available |
| 177 | delib\_quality\_interaction \_autimpression | ord. | How valid is author’s impression? | 0: insufficient evidence1: informed guess2: comprehensive, reliable99: not applicable |
| 190 | \*partici\_number | ratio | Number of participants in case | Figure98: no information available |
| 196 | inclusion\_citizen | bin. | Involved participants: citizen | 0: no1: yes |
| 197 | inclusion\_interest | bin. | Involved participants: interests groups | 0: no1: yes |
| 199 | \*inclusion\_estimat\_author |  | Author’s/interviewee’s impression: How inclusive was the case? (estimated) | 0: not inclusive …4: inclusive98: no information available |
| 200 | inclusion\_estimat\_autimpression | ord. | How valid is author’s impression? | 0: insufficient evidence1: informed guess2: comprehensive, reliable99: not applicable |
| 202 | \*case\_partici\_mayor | bin. | Did mayor participate in case? | 0: no1: yes98: no information available |
| 203 | \*case\_partici\_local politicians\_other | bin. | Did other local politicians participate in case? | 0: no1: yes98: no information available |
| 205 | \*rule\_suggestion\_making |  | Rule for suggestion making (consensus, majority)  | 0: consensus1: majority98: no information available |
| **macro-level (refers to procedure! Not to case!)** |
| 206 | \*decision\_policymaker | nom. | How did the policymakers react to procedure results? | 1: policymakers comment on any (top list) proposals 2: policymakers comment on some (top list) proposals 3: policymakers comment whole top list 4: policymakers register the results (without comments)5: policymakers ignore the results98: no information available |
| 207 | \*decision\_policymaker\_account | bin. | Is there a documentation of policymaker reactions in accountability report? | 0: no1: yes 98: no information available99: not applicable |
| 208 | \*make\_suggestions\_aut | nom | Author’s impression: Did procedure make suggestions for policy-making? Concrete suggestions or ‘conceptual’ suggestions (*Leitbilder/Leitlinien*)?  | 0: no suggestions for policy-making1: concrete suggestions for policy-making2: ‘conceptual’ suggestions for policy-making 3: both, concrete and ‘conceptual’ suggestions for policy-making98: no information available |
| 209 | make\_suggestions\_autimpression | ord. | How valid is author’s impression? | 0: insufficient evidence1: informed guess2: comprehensive, reliable99: not applicable |
| 210 | debate\_aut | ratio | Author’s impression: How intensive was the debate in city council? | 0: no debate…4: intensive debate 98: no information available |
| 211 | debate\_autimpression | ord. | How valid is author’s impression? | 0: insufficient evidence1: informed guess2: comprehensive, reliable99: not applicable |
| 212 | \*effect\_policy\_aut | ratio | Author’s /interviewee’s impression: How strong was the effect on policy-making (output)? | 0: no effect…4: strong effect 98: no information available |
| 213 | effect\_policy\_autimpression | ord. | How valid is author’s impression? | 0: insufficient evidence1: informed guess2: comprehensive, reliable99: not applicable |
| 216 | \*long\_responsivity\_aut | bin. | Author’s impression: Did procedure have a long-term effect on responsivity?  | 0: no effects...4: strong effects98: no information available |
| 217 | long\_responsivity\_autimpression | ord. | How valid is author’s impression? | 0: insufficient evidence1: informed guess2: comprehensive, reliable99: not applicable |
| 229 | \*acceptance\_figure | ratio | For PB: How many proposals were accepted (transformed in policies) by policymakers? | figure97: still ongoing at end of study 98: no information available99: not applicable |
| 230 | \*implementation\_figure | ratio | For PB: How many proposals were implemented? | figure97: still ongoing at end of study98: no information available99: not applicable |
| 231 | \*acceptance\_conceptual | bin. | For LA 21: Did policymakers accept conceptual suggestions?  | 0: no1: yes97: still ongoing at end of study98: no information available99: not applicable |
| 232 | \*implementation\_conceptual | bin. | For LA 21: Were conceptual suggestions implemented?  | 0: no1: yes97: still ongoing at end of study 98: no information available99: not applicable |
| 235 | influence\_decision\_other |  | Which other influence is mentioned? | text area |
| 236 | procedure\_proceed | bin. | Did the procedure proceed? | 0: no1: yes |
| 237 | procedure\_new\_participatory | bin. | Did the procedure results implement new or innovative participatory formats? | 0: no1: yes 98: no information available |
| 238 | procedure\_new\_participatory\_det |  | Which new or innovative participatory formats were implemented? | text99: not applicable |
| 252 | \*local\_sustainable\_develop | ord. | Author’s/interviewee’s impression: Local sustainable development  | 0: no sustainable development1: sustainable development to a certain degree2: sustainable development98: no information available |
| 253 | local\_sustainable\_develop \_autimpression | ord. | How valid is author’s impression? | 0: insufficient evidence1: informed guess2: comprehensive, reliable99: not applicable |