

# MÓDSZERTANI MELLÉKLETEK<sup>1</sup>

## M1. melléklet:

### Az EUBORDERREGIONS-kutatás módszertana

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<sup>1</sup> Mint azt a bevezetőben írtuk, a kötetben szereplő tanulmányok két kutatás eredményeit ötvözik. Ennek megfelelően a módszertani melléklet is két részre tagolódik: előbb bemutatjuk a TÁRKI által végzett EUBORDERREGIONS-kutatás módszertanát, majd az ELTE TáTK kutatásának („A határ mint komplex rendszer”) azokat az elemeit, amelyek nem, vagy másként szerepeltek az előbbiben.

# Annex 1

## The design and process of the fieldwork

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### The selection of stakeholders

The research starts with the selection of the main stakeholders using **snowball sampling**. The selected starting points should be as diverse as possible, i.e. **all types of stakeholders on both side of the border**. In the course of subsequent steps names of new stakeholders should be added to the original list.

#### Step 0:

You start compiling an exhaustive list of stakeholders (core actors) that are active in the selected border area. This a desktop research, when you undertake a preliminary screening of all sources of available information, such as geographical and administrative maps, web-sites, available reports and databases from previous studies, directories of governmental and municipal officials etc.

#### Step 1:

Assign starting points of the selection procedure on both sides of the border region. **Use the 4QQ (Four-Questions-Questionnaire)** for starting to explore the cross-border networks and the quality of connections. If the selected stakeholder is ready to give you an in-depth interview **use the interview outline**. At the end of the interviews ask the interviewees to name actors important for cross-border relations and give their contacts (phone, e-mail).

As to the procedure:

- The interviewers *on each side of the border* should do the selection procedure in close cooperation with each other.
- First they select about 10 interviewees from various sectors (the aim is to maximize diversity, i.e. economy, culture, religion etc.) on both sides of the border:
  - some state and EU organizations (the aim again is to maximize diversity, i.e. regional and national, municipality as well as EU agencies, etc.);
  - some firms known to have cross border activity; and
  - some NGOs known to have cross border activity. The interviewer creates the **aggregated contact list** by adding the names of the new actors to the list and allocating identification codes to them.

**Step 2:**

Based on the interviews start building the **contact list**, which at this stage contained the stakeholders of round zero and the contacts they gave.

**Step 3:**

If the mentioned stakeholders have a **homepage, collect all information available** from it (see below, additional data collection), to make the phone interviews shorter and more effective.

**Step 5:**

Repeat step 3 and complete the contact list with the references given by the stakeholders of the zero and first round. These additional stakeholders are the second round of the selection process. The third round is composed by references made by the stakeholders of the second round.

After every interview (either phone or online) refresh the aggregated lists, add the name and ID of the new stakeholders or if an already existing organization is mentioned again, add the identification code of those who mentioned it (the first code will be of the one who mentioned the organization first).

Continue interviewing either until no new stakeholder can be identified or to an agreed limit is reached (e.g. 100 stakeholders).

## The types of stakeholders

**Type 1: Governmental representatives**

- **Governmental officials** (border guards, customs servants and other) and governmental bodies (organizations) involved into the establishment and administration of the cross-border regimes;
- **Municipal bodies** in settlements, counties or districts in the immediate border areas
- **Educational institutions**
- **International organizations** (if represented in the area), such as UN, OSCE, World Bank, EC, NATO, etc.

**Type 2: Civil organisations/NGOs**

- **Non-governmental organizations** in the border areas *that are pursuing any activities related to cross-border relations* (Cultural, religious, sports, of civil society and activism etc.)

**Type 3: Private companies/media**

- **Local and regional media** on both sides of the border (newspapers, radio and TV stations, web-sites etc.)
- **Private companies** (SMEs and/or local departments/units of larger companies)

# Annex 2 The 4QQ (Four-Questions-Questionnaire)

Name of the organization and contact person*	Access (e-mail, phone, postal address)	Is your organization in contact with this organization?	If not, has your organization been in contact with this organization in the past five years?
<b>1. Which organizations <i>in the region</i> (in your country) do you suggest to be interviewed as an important actor in any form of CBC (i.e. EU funded or not)?</b>			
		1 – yes, 0 – no	1 – yes, 0 – no
		1 – yes, 0 – no	1 – yes, 0 – no
		1 – yes, 0 – no	1 – yes, 0 – no
<b>2. Are there any other organizations in your country <i>outside</i> the region which should be interviewed for <i>having influence</i> on in any form of CBC (i.e. EU funded or not) in the region?</b>			
		1 – yes, 0 – no	1 – yes, 0 – no
		1 – yes, 0 – no	1 – yes, 0 – no
		1 – yes, 0 – no	1 – yes, 0 – no
<b>3. Which organizations <i>in the region on the other side of the border</i> do you suggest to be interviewed as an important actor in any form of CBC (i.e. EU funded or not)?</b>			
		1 – yes, 0 – no	1 – yes, 0 – no
		1 – yes, 0 – no	1 – yes, 0 – no
		1 – yes, 0 – no	1 – yes, 0 – no
<b>4. Are there other organizations <i>in the neighbouring country outside the region</i> should be interviewed for <i>having influence</i> on any form of CBC (i.e. EU funded or not)?</b>			
		1 – yes, 0 – no	1 – yes, 0 – no
		1 – yes, 0 – no	1 – yes, 0 – no
		1 – yes, 0 – no	1 – yes, 0 – no

\*The list starts with the names of the first interviewees selected by the experts.

# Annex 3

## The CBQ (Cross-Border Questionnaire)

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Name and identification code from the aggregated mapping table: .....

### Q1: What organization are you from?

(Ask only if the information is not already gathered from the homepage)

Interviewer, please code the answer using the battery of 5 questions below:

#### Q1A: Legal status of the organization

Public (governmental or municipal) organization

Community organization or civil society NGO (society, charity etc.)

Private non-profit organization with public/social goals (e.g. research center, or private university etc.)

Private business organization or enterprise (trade, production, service etc.)

Other type of organization [please describe \_\_\_\_\_ ]

Unknown, no answer

#### Q1B: Primary field of activity of the organization

Governance / administration / management

Commerce / business / sales / production / service / consulting / finance / construction / development / transportation etc.

Health care / social care and assistance

Primary and/or secondary or general or popular education

Culture / sports / leisure / religion

Research and innovation

Mass-media / social and public communications

(NOT TELEPHONE OR INTERNET PROVIDERS! => these must be counted as "services" or "commerce")

Other field of activity [please describe \_\_\_\_\_ ]

Unknown, no answer

#### Q1C: Size of the organization

Micro (1–5 full or part-time employees)

Small (6–50 full or part-time employees)

Medium-sized (51–250 full or part-time employees)

Big and large (> 250 full or part-time employees)  
Unknown, no answer

**Q1D: Age of the organization (years of operation)**

[Write year of establishment, if known \_\_\_\_\_ ] and / or code afterwards:

- Established before 1940
- Established in 1940-1989
- Established in 1990-2000
- Established in 2001 and later
- Unknown, no answer

**Q1E: Income, or operated budget, or disposable profit in the previous year**

[Write the exact figure in EURO € \_\_\_\_\_ ] and / or code afterwards:

- Less than € 10,000
- Between € 10,000 and € 100,000
- Between € 100,000 and 1 mil euro
- Above 1 mil euro
- Unknown, no answer

**Q2: Which town/village is your organization located in?**

(Ask only if the information is not already gathered from the homepage)

**Q3: From your point of view, (considering all aspects of life, such as economics, well-being, environment, political and social climate...) has the situation generally improved or worsened in this border region during the past five years for different social groups? (Indicate on the scale from 1 to 5.)**

	Improved			Worsened		Don't know
For the ordinary citizen in the region	1	2	3	4	5	<input type="checkbox"/>
For the local governments in the region	1	2	3	4	5	<input type="checkbox"/>
For the civil society/NGO in the region	1	2	3	4	5	<input type="checkbox"/>
For the state authorities in the region	1	2	3	4	5	<input type="checkbox"/>
For business in the region	1	2	3	4	5	<input type="checkbox"/>

#### Q4: Do you think that the proximity to the .... – ... border in the past five years has influenced the ...

	Positively			Negatively		Don't know
	1	2	3	4	5	<input type="checkbox"/>
economic development of your region?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
profit of the firms in your region?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
employment in your region?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
political relations across the cross-border region?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
cultural relations across the cross-border region?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
your region's image in your country?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
your region's image in the neighbouring country?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

#### Q5: What additional positive aspects to the proximity of the border can you think of?

You may enter up to three particular aspects. In the case there are four or more aspects indicated – enter value “YES” in the variable Q5N.

**Use pull-down menu!!!**

- 1) access to cheaper goods and/or services
- 2) access to high quality goods and/or services
- 3) source of income for local people (including labour market opportunities)
- 4) opportunity to establish personal contacts and cooperation
- 5) tourism in neighbouring country
- 6) tourist from neighbouring country
- 7) opportunity to establish business contacts and cooperation (including technologic cooperation/Exchange of knowledge)
- 8) opportunity to delocalise productions
- 9) opportunity to establish political and institutional cooperation (including: cooperation among municipalities, bilateral relations, joint environment protection, joint spatial planning, etc.)
- 10) good infrastructures (including transport)
- 11) high transit traffic
- 12) cultural events/activities
- 13) youth exchange
- 14) opportunity to develop a multicultural environment
- 15) common cultural heritage and mutual understanding
- 16) realistic perceptions towards the “others”
- 17) high safety level (including opportunity to control and manage migration flows: reduction of illegal flows and human trafficking)
- 18) other

You may enter up to three particular aspects. In the case there are four or more aspects indicated – enter value “YES” in the variable Q5N

Q5 – 1st choice	Q5 – 2nd choice	Q5 – 3rd choice	Q5N more than three aspects
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**Q6: What additional negative aspects to the proximity of the border can you think of?**

- 1) petit crime / pathologies
- 2) corruption
- 3) smuggling
- 4) sexual tourism
- 5) excessive or illegal immigration
- 6) social problems related to migrants' communities
- 7) labour market problems (including labour exploitation)
- 8) reduction of local employment due to the delocalisation of productions in the neighbouring country
- 9) excessive competition in business / unfair trade/ unfair competition
- 10) asymmetries and unequal bilateral relations
- 11) lack of adequate cross-border strategies
- 12) Institutional weakness
- 13) weak infrastructures (including transport)
- 14) high transit traffic
- 15) isolation/peripherality
- 16) low safety level (including sense of threat due to proximity in case of conflict)
- 17) insufficient risk management and management of physical disasters
- 18) other

You may enter up to three particular aspects. In the case there are four or more aspects indicated – enter value „YES” in the variable Q5N

Q5 – 1st choice	Q5 – 2nd choice	Q5 – 3rd choice	Q5N more than three aspects
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**Q7: Has your organization in the past 5 years been involved in any economic, social, or cultural cross-border cooperation (CBC) project funded by the EU?**

- Yes. How many: ..... Continue with question 8
- No, we applied but failed. Go to question 9
- No, although we know about such projects, have not tried to participate. Go to question 9
- No, we have not heard about such projects. Go to question 9



Q7A ("Yes" – number of projects)	Q7B ("No"-options)
Write number	1 – "No" – failed
	2 – "No" – not tried
	3 – "No" – never heard of

**Q8A: If YES: Please describe *the most recent EU-funded CBC project* you have been involved in: If you are involved in an EU-funded project now, please describe it (If you are involved in more projects, please describe the most important one). If you were involved in an EU-funded CBC project, please describe the most recent one.**

*The field of activity:*

- |   |   |
|---|---|
| <input type="checkbox"/> Education  | <input type="checkbox"/> Culture                                |
| <input type="checkbox"/> Health and social care                             | <input type="checkbox"/> Development of entrepreneurship        |
| <input type="checkbox"/> Joint spatial planning                             | <input type="checkbox"/> Development of physical infrastructure |
| <input type="checkbox"/> Research, innovation                               | <input type="checkbox"/> Transport                              |
| <input type="checkbox"/> Other field (please specify): <input type="text"/> |   |

**Q8B: What was your organisation's task in this project? Describe in a few words:**

- 1) Coordination/lead partner
- 2) Participation in the project
- 3) Initiator of the project
- 4) Providing assistance in project implementation
- 5) Other (please specify?)

**Q8C: If YES, how successful was (is) the project from your organisation's point of view? Rank on a scale from 1 to 5:**

successful				unsuccessful
1	2	3	4	5

**Q9A: Has your organization in the past 5 years been involved in any economic, social, or cultural cross-border activities (*any* kind of activities) financed from non-EU programs or self-financed?**

- NO  Continue with question 10
- YES  *If YES (if more than three name the last three projects)*

<i>Name of the project</i>	<i>Type of activity</i>	<i>Source(s) of funding</i>	<i>Was there own financing involved?</i>
Q9B (Name)	Q9B (Type)	Q9C (Source)	Q9D (Own)
Q9.1			YES / NO
Q9.2			YES / NO
Q9.3			YES / NO

**Q9B: Type of activity**

1. Education
2. Health and social care
3. Joint spatial planning
4. Research, innovation
5. Development of entrepreneurship
6. Development of physical infrastructure
7. Transport
8. Culture
9. Other field (please specify):

**Q9C: Source(s) of funding**

1. International/foreign organisations
2. State administration
3. Regional authorities
4. Euroregion
5. Other public entities
6. Private sponsors (including foundations, banks, associations, etc.)
7. Church
8. Self-funded
9. Other please specify

**Q10: Do you think *that cross-border cooperation activities (EU funded and others) in the past five years have influenced ...***

	Positively			Negatively		Don't know
	1	2	3	4	5	<input type="checkbox"/>
economic development of your region?	1	2	3	4	5	<input type="checkbox"/>
profit of the firms in your region?	1	2	3	4	5	<input type="checkbox"/>
employment in your region?	1	2	3	4	5	<input type="checkbox"/>
political relations across the cross-border region?	1	2	3	4	5	<input type="checkbox"/>
cultural relations across the cross-border region?	1	2	3	4	5	<input type="checkbox"/>

**Q11: Finally, please give us some tips of organizations you know that are important in cross-border activities.**

**Q11A:** Which organizations *in the region (in your country)* are important actors in cross-border activities? If you have had *working relations with them in cross-border activities*.

(A – Yes, we have, B – Yes, we had, N – Never)

			A	B	N			
1	Name of the organization	<input type="text"/>	Contact person (and e-mail / telephone)	<input type="text"/>	<input type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2	Name of the organization	<input type="text"/>	Contact person (and e-mail / telephone)	<input type="text"/>	<input type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3	Name of the organization	<input type="text"/>	Contact person (and e-mail / telephone)	<input type="text"/>	<input type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**Q11B:** Which organizations *in your country outside the region* are important actors in cross-border activities? If you have had *working relations with them in cross-border activities*.

(A – Yes, we have, B – Yes, we had, N – Never)

			A	B	N			
4	Name of the organization	<input type="text"/>	Contact person (and e-mail / telephone)	<input type="text"/>	<input type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5	Name of the organization	<input type="text"/>	Contact person (and e-mail / telephone)	<input type="text"/>	<input type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6	Name of the organization	<input type="text"/>	Contact person (and e-mail / telephone)	<input type="text"/>	<input type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**Q11C:** Which organizations *in the region on the other side of the border* are important actors in cross-border activities? If you have had *working relations with them in cross-border activities*. (A – Yes, we have, B – Yes, we had, N – Never)

			A	B	N			
7	Name of the organization	<input type="text"/>	Contact person (and e-mail / telephone)	<input type="text"/>	<input type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8	Name of the organization	<input type="text"/>	Contact person (and e-mail / telephone)	<input type="text"/>	<input type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
9	Name of the organization	<input type="text"/>	Contact person (and e-mail / telephone)	<input type="text"/>	<input type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**Q11D:** Which organizations *in the neighbouring country outside the region* are important actors in cross-border activities? If you have had *working relations with them in cross-border activities*.

(A – Yes, we have, B – Yes, we had, N – Never)

			A	B	N			
10	Name of the organization	<input type="text"/>	Contact person (and e-mail / telephone)	<input type="text"/>	<input type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
11	Name of the organization	<input type="text"/>	Contact person (and e-mail / telephone)	<input type="text"/>	<input type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
12	Name of the organization	<input type="text"/>	Contact person (and e-mail / telephone)	<input type="text"/>	<input type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**Thank you for your cooperation!**

# Annex 4 Expert Interview

## General guidelines

- Conduct 50 interviews with selected stakeholders; 25 from each side of the border.
- The selection should consist of a more or less equal number of the three types of stakeholders: governmental representatives, NGO representatives and local entrepreneurs from both sides of the border.
- The interviews have to be carried out face-to-face and audio-recorded. If important stakeholders do not allow audio-recording, written notes instead of audio-recording will be accepted.
- The interview should start with an introduction of the project (if necessary, i.e. if the in-depth interview is not combined with a quantitative interview).
- If you have not asked the stakeholder the 4QQ before, then do so immediately after the interview.
- The interview questions should be sent to the interviewees in advance, in order to give them an opportunity to prepare for the questions.
- Before starting the interview address the issue of anonymization: The expert agrees that his company, project, products, or anything else that could lead to his/her identification is possible to mention in final report.

## Interview Guide

- The interview guide is not meant to be read aloud question after question but should help asking questions. Create your own questions considering the type of stakeholder and what the stakeholder has told already.
- Before the (first) interview, read the interview guide several times until you are very familiar with it and would not really need it for the interview.
- Most important is that the interviewed expert gets into talking about the subject. It should not just be a game of question and answer, instead we expect to get to know about new aspects of the subject.
- Do not stop or interrupt the interviewed expert but let him/her unfold the narrative and his/her explanations and ideas on the topic.
- You do not have to follow the guide strictly from top to bottom but at the end all questions have to be answered.

- Ask questions of clarification if something is not clear – do not assume that you automatically understand everything and remember that this will also have to be understandable to someone reading the text later in English.

## The outline of the interview

### CBC Participation

1. *Has your organization been involved in any EU financed economic, social, or cultural CBC project or other programmes with territorial impacts since 2007?*  
Please describe the projects in which you were involved and the tasks you did.  
What was the motivation for your participation?  
How successful were those projects from your point of view?  
Which ones were successful and for which reasons?  
If not involved: Have you heard about such projects? Have you applied for CBC projects? If not: Why not?  
Which other sources of funding?  
Self-financed cooperation?

### CBC impact on the region

2. *Since 2007, do you think that the situation of the region has generally improved or worsened?*  
In which aspects improved?  
In which aspects worsened?  
Could you give some examples and explain the reasons of improvement/worsening?  
Improvements/worsening on this side of the border region?  
Improvements/worsening on the other side of the border region?
3. *How does the proximity of the border influence these trends?*  
Could you give some examples and explain the reasons of it?  
...for this side of the border region?  
...for the other side of the border region?  
Which influence does the proximity of the border have on the life of ordinary citizens?  
...on firms?  
...on authorities?  
Could you give some examples and explain the reasons of it?
4. *Which are the positive aspects of the proximity of the border?*  
Who has benefited from these positive trends the most?
5. *Which are the negative aspects of the proximity of the border?*  
Who has suffered from these negative trends the most?

6. *Since 2007, how have your (or other) CBC projects influenced (positively/negatively) the region on this side of the border?*  
Can you give some examples?  
Which are the reasons of having a positive or negative impact?  
... impact of CBC programs on the region on *the other side* of the border?  
Examples?  
Reasons for positive or negative impact?
7. *How have further European integration policies influenced the region in a positive or negative way?*  
Examples?

### CBC Policies

8. *Please evaluate your own and further CBC programs*  
Which are the opportunities of (EU funded and other funded) CBC programs?  
Which are the barriers of CBC programs?  
Which CBC programs are missing? Please create your own ideas of a better program.
9. *How have further European **integration (cohesion)** policies impacted on CBC programs?*  
How would you like this to see changed?

### Final questions

10. *Is there any other issue related to CBC that we have not discussed yet?*  
Are there further issues or circumstances influencing CBC?
11. *Organizational characteristics* (if the in-depth interview follows the phone interview only to check and extend)  
Name of the organization:   
Settlement:   
The occupation/job of the person interviewed:   
Sector of the organization:   
Main activity:   
Since when does the organization exist:   
Number of employees:

# Annex 5

## The Stakeholders' Forum

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1. In the course of the stakeholder selection and in-depth interviewing phase
2. mention to those partners who seem to be the most knowledgeable and charismatic the Forum and ask them whether they would in principle be ready to participate.
3. There should be two meetings held on the two sides of the border with mixed participation on the same topic (the language of the discussion is still in question),
4. The participant might come from outside the border regions if they have a relevant role in CBC such as EU bureaucrats from the capital, representatives of business association from the county seat, etc.
5. Audiovisual recording is optional but transcript in the local language is mandatory (English summary is recommended).

# Annex 6 Observation

## Selection of four observation weeks

Optional but one week in each of the four seasons (fall 2012 to summer 2013). The selection should not cover weeks when there is a holiday in any of the two countries.

## Selection of observation periods per day

Five periods (dawn, morning, noon, afternoon, evening) are allocated on all days of the selected observation week. A possible (almost random) allocation of observation units (numbered from 1 to 28) is as follows:

	Week1	Week2	Week3	Week4
Monday	1 – Dawn	2 – Morning	3 – Noon	4 – Afternoon
Tuesday	Morning	Noon	Afternoon	Evening
Wednesday	Noon	Afternoon	Evening	Dawn
Thursday	Afternoon	Evening	Dawn	Morning
Friday	Evening	Dawn	Morning	Noon
Saturday	Dawn	Morning	Noon	Afternoon
Sunday	25 – Morning	26 – Dawn	27 – Afternoon	28 – Evening

## Selection of the observation sites

Depending on the number of road border crossings a more or less random allocation of the sites should follow the observation periods in the table above row-wise. If for example there are three border crossing points (X, Y and Z) between the two countries:



	A	B	C	D	E
1	Use this help at "border observation" sheet!				
2		Week1	Week2	Week3	Week4
3	Monday	1 - Dawn	8- Morning	15 - Noon	22 - Afternoon
4	Tuesday	2-Morning	9-Noon	16-Afternoon	23-Evening
5	Wednesday	3-Noon	10-Afternoon	17-Evening	24-Dawn
6	Thursday	4-Afternoon	11-Evening	18-Dawn	25-Morning
7	Friday	5-Evening	12-Dawn	19-Morning	26-Noon
8	Saturday	6-Dawn	13-Morning	20-Noon	27-Afternoon
9	Sunday	7-Morning	14-Dawn	21-Afternoon	28 - Evening

### Exchange rate for national currencies

If the observation is taken place in a non-euro zone country, USE ONE OF THE FOLLOWING OPTIONS to report local prices in EURO and apply this selected option consequently throughout the whole observation period:

- at the closest exchange office to the border crossing point
- at the closest exchange office to the observed marketplace or shopping mall
- of the National Bank homepage

### The organization of the observation

The observation should occur more or less the same time from the two directions.

The observations take some minutes only and between the two observation (the observers do the other (parking place, marketplace, shopping centre) observations).

The observation sheets should be filled in by the observers after every observation and be collected by the teams after every observation week.

Once the observation week is over the aggregated observation sheets should immediately be prepared.

During the pilot phase identify the **gas stations** along the border and in and around the border-cities as well as their main characteristics (owner, gas types, etc.) and how can the actual gas price learned from them. This can be done on internet, by phone and by on-the-spot observation. During the entire observation period the gas price information should be gathered only on one day on the selected weeks.

The aim of the **parking place observation** is to estimate the presence of the foreign (and within it the neighbor country) in the selected shopping areas. The applied observation technique is simple (see the following Box). The selection of the parking places should be the same as the marketplaces and shopping areas. The allocation of observations should follow the border observations template.

**Box 1.** Sample observation sheet for parking slots

Parking place identification:

Time of observation:

Price of one hour parking (if any):

Number of all and full parking places:

Proportion of cars\*

    with license plate from country A:

    with license plate from country B:

    with license plate from any other country:

\* If there are more than 100 parking cars select every second car starting from the left from the (main) entrance as the sample of estimating the distribution.

During the pilot phase the observation team should identify **goods** which are

- “Neighbourly products”: widely known as originate (coming from, being produced in) from the neighbour country
- “Home products”: widely known as originate (coming from, being produced in) from the country proper and widely known in the neighbour country
- Multinational products: widely known as being produced/distributed by multinationals in both countries

The products should also be ordinary (used by ordinary consumers in all forms of commerce (i.e. small shops in shopping areas, supermarkets, and marketplaces) and relatively inexpensive.

The selection of **marketplace and shopping area**: Both should be those areas closest to the border and in the closest major city where there are supermarkets, marketplaces and shopping malls. In the pilot phase a map should be drawn showing these commercial units (and their parking lots) and the selection of the observation sites should be done after the consultation with the Austrian team.

The observation technique should apply to the particular form of retail (whether there are price tags or not, what characteristics of the trader, the shop (the mall, the stall, etc.) can be identified easily (and only what might be relevant for the analysis).

# Annex 7

## The methodology of network analysis

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### Mapping through references

#### Step1:

Based on experts' recommendation we assigned starting points of mapping in each examined border region. With in-depth, structured interviews, we explored cross-border networks and the quality of connections. During the interviews we asked the interviewees to name actors important for cross-border relations and give their contacts (phone, e-mail) to us. These actors are marked as round zero in the data file. As to the procedure:

- The experts --- where possible – *on each side of the border* did the mapping in close cooperation with each other.
- First they selected about ten interviewees from various sectors (the aim is to maximize diversity, i.e. economy, culture, religion, etc.) on both sides of the border:
  - some state and EU organizations ((the aim again is to maximize diversity, i.e. regional and national, municipality as well as EU agencies, etc.);
  - some firms known to have cross border activity; and
  - some NGOs known to have cross border activity.
- The experts should make *face-to-face mapping interviews* (see [Annex 1](#)). The mapping interview starts with introducing the research, and then continues with questions 1 to 4, which are repeated (column-wise) as long as the name of a new actor appears. If no new names appear, the interview continues with the rest of the questions (row-wise). Finishing the mapping phase the crossborder questionnaire (in separate Annex) could be filled out as well.
- The experts create the aggregated mapping list (Annex 2) by adding the names of the new actors to the list and allocated identification codes to them; and finally add whatever information is available from the web.

#### Step2:

Based on the interviews we started to build the contact list, which at this stage contained the actors of round zero and the contacts they gave (round 1).

#### Step3:

We tried to find the mentioned actors homepages. If they had a homepage, we collected some information from it (see below, additional data collection), to make the phone interviews shorter and more effective.

#### Step4:

We conducted phone interviews (questionnaire) with the actors of the zero and first round.

#### Step5:

We repeated steps 3 and 4 and completed our contact list with the references given by the actors of the zero and first round. These additional actors were the second round of the mapping. The third round was composed by references made by actors of the second round.

## Mapping through homepage analysis

Mapping through homepage analysis aims to collect the partners of the examined actors. So, we collected the names and given details of the partners mentioned on the homepages.

We collected information from all subpages, which can be reached with one click from the main page.

The principle of this work is to collect the mentioned partners of the actor. For example, a partner can be an organization or a settlement they working with, a trustee or a principal, or somebody they giving donation to, or receive from, an umbrella organization, etc. We put the partner's name to our database if there were a reference with link or banner on the page, or it occurred just simply in the text without any hyperlink.

We did not count all the appearing links or banners automatically, since these can be simple advertisements, just if it was clear that they are links, and banners of partners in the sense defined above. We did count recommendations of useable pages (links).

As an attribute of the actors we collected the following data (see the data structure excel file homepage working sheet).

- ID
- Domain
- Name of the organization/ settlement/country
- Type of actor
- Type of relation
- Current or finished relation?
- Mentioned organization's seat
- Context of mention
- Distance (km)
- Seat or settlement is in the border region
- Country

Explanation and values of some variables:

- ID: The original ID of the actor.
- Domain: Domain name of the actors homepage.
- Context of their mention: 1. In the context of CBC 2. Not in the Context of CBC
- Type of the actor:
  1. Organization
  2. Settlement
  3. Project
  4. Country
  5. Other
- The type of relation:
  1. Partner: Common projects. The relationship could be hierarchical or equal among the two
  2. Sponsor: Who gives donation, money etc. to the organization
  3. Other
- Mentioned organization's seat: Name of the settlement
- Current or finished relationship
  1. Current: It is working at the moment
  2. Finished: Closed, finished relationship (eg.: a closed common project)
  3. Not traceable

If we couldn't find any partner organizations mentioned on the homepage, we were looking for cities and towns. In this case we collected the attributes of the settlements mentioned. After creating the database from the homepage analysis, we completed the matrix with the columns of:

- Distance: Distance among seats of the homepage owner and the collected actor: Through Google map (car route distance) in km
- Country: Name of the country
- The seat of the actor can be found in the border region or not: 1. Yes, 2 No

Every new actor constitutes a new record (new row) in the data file, i.e. every homepage network occupies the same number of rows as the number of the partners. (See CBC data structure excel file, homepage working sheet)

## Additional information from phone interviews and homepages

**Phone interviews** – the questionnaire was about participation in cross border projects, and opinions about the effects or use of cross border relations. The network questions can be found at the end (q11-q14) of our questionnaire. (See in separate document)

Some recommendations for the phone interviewer

- Always ask for a concrete contact person
- If the recommended actor is a person, ask for its organization
- The person you can reach could be different from the one was recommended. These changes should be followed. (we established a column for the given and the reached interviewee)
- The success of phone interviews should be followed as well (in the data file we established a column to mark the given interview as successful (conducted by phone)<sup>2</sup>, successful (conducted by e-mail), or not successful

## Network definitions and measures<sup>3</sup>

Whole network: the database contains all of the nodes and the relations, which were mentioned in our research.

Core network: This database is a narrower one this contains those actors which were asked (except for round zero) and had the possibility to be mentioned.

### Degree

This module measures centrality of a network structure based on degree (of connections). Degree centrality is computed simply by the portion of nodes that are adjacent to each node.

### Betweenness

This module analyzes centrality of a network structure based on pair-dependency among its nodes. Betweenness Centrality is measured by the extent to which a node lies between all other pair of nodes on their geodesic paths. Therefore, the more times a node appears in the paths, the higher centrality it has.

### Density

Density is the ratio of the number of lines present to the maximum possible.

### Modularity

This module supports the most popular CNM algorithm introduced by Clauset, Newman and Moore which maximizes modularity(which was also suggested by Newman) with greedy approach.

### Brokerage

This module computes Gould & Fernandez's brokerage measure. Given a 1-mode Network and a partition vector, it analyzes every triad and role of each node in that triad. For each node, it counts the number of times each node is involved in five kinds of brokerage relationship (Coordinator, Gatekeeper, Representative, Itinerant and Liaison). With this numbers, you can check the role of each node in input network.

<sup>2</sup> Some of the interviewees asked us to send the questionnaire by e-mail.

<sup>3</sup> The description of these measures are based on the manual of Netminer social network analysis software.

- Partition Value: Partition value of each node is presented.
- Coordinator: If node 'a' receives a link from node 'b' in the same partition, and send a link to node 'c' in the same partition, then add 1 Coordinator score to node 'a'.
- Gatekeeper: If node 'a' receives a link from node 'b' in different partition, and send a link to node 'c' in the same partition, then add 1 Gatekeeper score to node 'a'.
- Representative: If node 'a' receives a link from node 'b' in the same partition, and send a link to node 'c' in different partition, then add 1 Representative score to node 'a'.
- Itinerant (Consultant): If node 'a' receives a link from node 'b' in different partition, and send a link to node 'c' in that partition(same as 'b'), then add 1 Itinerant score to node 'a'.
- Liaison: If node 'a' receives a link from node 'b' in different partition, and send a link to node 'c' in another different partition(different from 'b'), then add 1 Liaison score to node 'a'.

### E-I Index

External-Internal Index: E-I Index is to compare the number of links between actors of the same type and between actors of different type. The index ranges between -1 and 1, -1 indicating that all ties connect nodes of the same type and vice versa.

### Cohesion index

Cohesion Index: Cohesion Index is the extent to which ties are concentrated within a subgroup, rather than between subgroups.

# Annex 8

## The media analysis

### On sampling and coverage

The analysis was carried out in four periods (one week per season). We faced some difficulties because there are several newspapers in Ukraine that appear randomly. All in all, most of the Ukrainian papers are weekly and there is one which appears randomly (*Kárpáti Igaz Szó*) and one that we found only once (*Kárpátaljai Hírmondó*). In Hungary, one paper is weekly (*Vasárnapi Újság*) and the other one is daily (*Kelet Magyarország*). All papers on both sides have a lot of advertisements and focus a lot on regional topics but they all also deal with boulevard (especially *Naplopó, Tanácsok* (UA)), national and some with international news too [e.g. *nyiregyhazinapilap.hu* (HU), *Kárpátalja* (UA)].

**Table A1.** List and basic characteristics of the Hungarian and Ukrainian (Transcarpathian Hungarian) media sample

	Name	Number of articles/Number of relevant articles				Total
	Hungarian media	Wave I	Wave II	Wave III	Wave IV	
Daily newspapers	Kelet Magyarország	307/4	384/5	290/1	292/5	1273/15
	Vasárnapi Kelet	–	60/2	–	–	60/2
Daily Online	<a href="http://www.szon.hu/">http://www.szon.hu/</a>	193/3	182/7	183/13	178/3	736/26
	<a href="http://www.indexkelet.hu/">http://www.indexkelet.hu/</a>	37/1	35/3	33/0	26/1	131/5
	<a href="http://www.nyirport.hu/">http://www.nyirport.hu/</a>	7/0	7/0	4/0	4/0	15/0
	<a href="http://nyirhir.com/">http://nyirhir.com/</a>	96/0	140/4	134/4	127/0	497/8
	<a href="http://www.nyirseghir.hu/">http://www.nyirseghir.hu/</a>	71/3	42/1	44/2	42/2	199/8
	<a href="http://www.nyiregyhazinapilap.hu/">http://www.nyiregyhazinapilap.hu/</a>	226/2	235/1	289/1	694/4	1444/8
	<a href="http://infonyiregyhaza.hu/">http://infonyiregyhaza.hu/</a>	194/1	209/4	160/1	113/1	676/7
<i>Total (HU)</i>		<i>1131/14</i>	<i>1294/27</i>	<i>1137/22</i>	<i>1476/17</i>	<i>5038/79</i>

*continue*



	Name	Number of articles/Number of relevant articles				Total
	Hungarian media	Wave I	Wave II	Wave III	Wave IV	
	Ukrainian (Transcarpathian) Hungarian media					
Weekly newspapers	Beregszász*	12/0	18/1	16/0	14/0	60/1
	Kárpátinfo*	33/1	30/2	29/2	29/0	121/5
	Beregi Hírlap*	11/2	16/1	20/0	14/0	61/3
	Kárpátalja	52/5	41/0	-	-	93/5
	<a href="http://www.karpataljalap.net">http://www.karpataljalap.net</a>	35/2	39/1	34/5	32/4	140/12
	Naplopó	52/2	62/0	-	-	114/2
Randomly appearing	Kárpáti Igaz Szó*	62/2	102/6	71/3	92/2	327/13
	Kárpátaljai Hírmondó	43/10	-	-	-	43/10
<i>Total (UA)</i>		<i>300/24</i>	<i>308/11</i>	<i>170/10</i>	<i>181/6</i>	<i>959/51</i>
<i>Total</i>		<i>1431/38</i>	<i>1602/38</i>	<i>1307/32</i>	<i>1657/22</i>	<i>5997/130</i>

\*There is also an online version.

## On data analysis

After collecting data, the analysis was done with one of the computer-based text analysis software, called MAXQDA. The basic tools are the coding system and the attributes. The coding system is generated by the expert after getting familiar with the text. The basic unit of the analysis is the article: the attributes, such as period, number of appearances, etc. are assigned to each article. This program also has both qualitative and quantitative tools. Among the first ones, we find visual tools which can be used for comparative analysis. They show how the codes are related to each other. For example we can find correlation between articles with EU references and cross border cooperation. Grammatical tools help us find words, frequency of words, correlation between the words, etc. We can also create a dictionary with the help of a special MAXQDA feature called MAXDictio. It is specifically helpful when we want to see the frequency of those words that we find relevant in our study. From the quantitative tools we used the activation by variables tools: which means that we can select the articles by their attributes. Some of the *visual tools* can also be used for this purpose. They show which codes appeared the most frequently along the articles.

Table A2. Frequency of codes

Parent code	Sub-code	Sub-sub-code	Sub-sub-sub-code	Sub-sub-sub-sub-code	All coded segments	All Codings %
<b>Cross border</b>					1	0,29
Cross border	Solidarity				9	2,64
Cross border	Diplomacy				19	5,57
Cross border	Cooperation				11	3,23
Cross border	Cooperation	Partners			23	6,75
Cross border	Cooperation	Event-story			0	0
Cross border	Cooperation	Event-story	Official		26	7,63
Cross border	Cooperation	Event-story	Cultural-civil		36	11,73
Cross border	Cooperation	Event-story	Cultural-civil	gastro	4	1,17
Cross border	Cooperation	Event-story	Cultural-civil	Educational	21	6,16
<b>Call for grant</b>					6	1,76
Call for grant	Description				4	1,17
<b>Crossing border</b>					1	0,29
Crossing border	Migration				2	0,59
Crossing border	Other crimes				7	2,05
Crossing border	Illegal				4	1,17
Crossing border	Illegal	Migration			1	0,29
Crossing border	Illegal	Weapon			6	1,76
Crossing border	Illegal	Smuggling			25	7,33
Crossing border	Transport info				15	4,40
<b>EU</b>					11	3,23
EU	Positive affects				6	1,76
EU	EU-UA relationship				12	3,52
EU	Cooperation-project				25	7,33
EU	Cooperation-project	Goal			19	5,57
EU	Cooperation-project	Financial support			11	3,23
EU	Cooperation-project	Results			19	5,57
EU	Cooperation-project	Partners			13	3,81
<i>Total</i>					<i>341</i>	<i>100</i>

This table shows the code system. How many times the given code or sub-code was used for coding a segment (be it a word, a sentence, a paragraph or the whole article).

## Background data

Table A3. Articles appearing more than once

Topic	Country of publication	Appearance	Document title*
Cross border/cooperation	HU	1	The Ukrainian-Hungarian project could become an example
		1	The Hungarian-Ukrainian flood-control program...
Cross border/cooperation + diplomacy	HU	1	Goal: to strengthen the national identity
		1	L. Simon: about the Hungarian relations
Cross border/cooperation + Diplomacy	HU	3	Oath of citizenship
Cross border/cooperation/cultural	UA	1	Pufajka is none of the region's national dress
		1	Hungarian rhapsody
Cross border/cooperation/cultural	Both	1	The Sári wedding received Havasigyopár prize
		1	Won seven prizes
Cross border/cooperation/cultural	HU	5	Theatre festival in Kisvárda
Cross border/cooperation/cultural	UA	2	"40. Sweet mother tongue" competition
Crossing border/transport	Both	1	New Ukrainian-Hungarian crossing point
		1	New Ukrainian-Hungarian crossing point is pushed by Gajdos István
		1	Let a new crossing point open
Crossing border/transport	HU	2	Vehicles in traffic jam
Crossing border/transport	HU	3	They are waiting for 5 hours
Crossing border/transport	HU	2	The camions do not have to wait any longer
Crossing border/illegal	HU	4	Cigarette smugglers were caught
Crossing border/illegal	HU	2	They caught cigarette smugglers II
Crossing border/illegal	HU	2	Smuggled cigarette in a mini van
		2	Used it for smuggling
Crossing border/illegal	HU	2	Too much confidence of the cigarette smuggler
Crossing border/illegal	HU	2	Border police
		3	Stolen car
Crossing border/illegal	HU	4	He arrived with a weapon at the border
		2	They found a Flober pistole
EU/cooperation	HU	4	Ukrainian students at the college
		1	Integration of Ukrainian children
EU/cooperation	HU	1	They could develop from Union resources
		1	New Union resources
		1	New Union capital
EU/cooperation	UA	2	New doors and windows
EU/UA-EU relationship + Cross border/diplomacy	Both	2	Martonyi: because of the Eastern partnership...
			Martonyi: the Eastern partnership could be...

This table demonstrates those articles that were published at least twice. If the article was from the same source, it is shown only once. If the article was written differently and had a different title, all the titles are written. In the first column we can see the code(s) that were associated with the articles. The second column shows in which country or countries the article was published. In the third column we can find how many times the article was published and the last column shows the titles.

**Table A4.** The most frequently appearing words by country

Word	Frequency (N)	UA (%)	HU (%)	Total (%)
Magyar/Hungarian	304	85	15	100
Kárpátaljai/Carpathian	135	93	7	100
Ukrán/Ukrainian	88	58	42	100
Határon/at the border	69	60	40	100
Elnöke/president	57	80	20	100
Európai/European	56	66	34	100
Beregszászi/from Beregovo	51	92	8	100
Nemzeti/national	51	51	49	100
Program/program	50	42	58	100
Magyarország/Hungary	45	82	18	100
Megyei/regional	44	61	39	100
Részt/part	44	84	16	100
Ukrajna/Ukraine	40	80	20	100
Magyarországi/Hungarian	39	87	13	100
Keretében/the part of	36	61	39	100
Élő/living	35	57	43	100
Forint/Forint	34	9	91	100
Ungvári/Uzhhorodskyi	34	82	18	100
Fontos/important	31	68	32	100
Kulturális/cultural	29	59	41	100
Oktatási/educational	28	71	39	100
Magyar-ukrán/Hungarian-Ukrainian	27	7	93	100
Célja/its goal	26	42	58	100
Kárpátalja/Carpathia	25	84	16	100
Kmksz/(organization)	25	96	4	100
Város/city	25	48	52	100
Alapítvány/Foundation	24	96	4	100

*continue*

Word	Frequency (N)	UA (%)	HU (%)	Total (%)
Állami/state (adj)	24	86	14	100
Nyíregyháza/Nyíregyháza	24	4	96	100
Együtt/together	23	70	30	100
Helyi/local	23	48	52	100
kárpát-medencei/Carpathian	23	91	9	100
Rákóczi/Rákóczi	23	96	4	100
Szövetség/Association	23	83	17	100
Című/titled	22	45	55	100
Együttes/band	22	100	0	100
Gyerekek/children	22	64	36	100
Magyarok/Hungarians	22	82	18	100
Mi/us	22	82	18	100
Intézmény/institution	21	81	19	100
Iskola/school	21	81	19	100
Színház/theatre	21	5	95	100
Határ/border	20	45	55	100
Szociális/social	20	10	90	100

**Figure A1.**  
Tag cloud in all  
documents (in  
original language)



Figure A2.

Tag cloud in the Hungarian documents (in original language)



Figure A3.

Tag cloud in the Ukrainian documents (in original language)

