

COURSE SYLLABUS
Public finance and public procurement

Degree of higher education first (bachelor's)

Specialty 281 Public Administration

Educational program Public administration

Course status – compulsory

Instructor: Ph.D. Kremen OI, Professor of Finance and Financial and Economic Security.

1. Course description

Semester: 7.

Scope: total number of hours - 90 of them lectures - 12 hours, practical - 24 hours, independent work - 54 hours; number of ECTS credits - 3.

The purpose of the course is to form students' theoretical knowledge and practical skills in the organization of public finance and public procurement in the context of social, economic and political processes.

Learning outcomes of the course:

know: the theoretical foundations of public finance and public procurement, their main categories and concepts, the main legislation governing the field of public finance and public procurement, the main actors of public finance and public procurement, their role in ensuring national security, components of public finance, specifics of budget policy and budget process, principles of organization and structure, purpose and procedure of budget expenditure planning, types of public procurement procedures and features of their organization, principles of control and responsibility in the field of public procurement;

be able to: analyze budget legislation in the field of public finance and public procurement, search and summarize information, statistical reporting and accounting data, draw conclusions and formulate recommendations on public finance and public procurement, characterize the budget as the main financial plan, organize procurement and various public procurement procedures, to plan the formation and use of financial resources of budgets of different levels and extra-budgetary funds, to explain the patterns in the field of public finance and public procurement;

have: methods of budget analysis, basic documents used at all stages of the budget process, a formulaic approach to determining budget indicators, evaluating the effectiveness of public finances and public procurement; determining the specifics of public procurement, their adjustment when changing the initial conditions and quality control in the field of public procurement; monitoring of public procurement, determination of grounds for appeal, types and composition of offenses in the field of public procurement;

able to demonstrate: skills of identifying problems of functioning and development of the budget system, production of innovations for their solution at different levels of public administration, optimization of public finances and public procurement;

solve independently: independently address issues of organization and ensuring the effectiveness of public finances and public procurement in accordance with the best domestic and foreign practices, conducting various public procurement procedures and the application of the institution of appeal and liability in the field of public procurement.

Required educational components (prerequisites, co-requisites, post-requisites): management, finance, statistics, strategic management. Necessary knowledge of the main categories of economic theory and management, methods of statistical and analytical data processing, processing of literature sources and information and statistical databases.

Course content: Topic 1. Economic content, essence and composition of public finance. Topic 2. Components of public finance. Topic. 3 State budget and local budgets. Topic 4. Budget policy and budget process. Topic 5. Theoretical, legislative and institutional principles of public procurement. Topic 6. Organization of procurement activities. Topic 7. Control in the field of public procurement. Responsibility in the field of public procurement

Forms of final control: exam (semester 7).

Tools for diagnosing learning success: individual tasks, sets of test tasks for thematic control, questions for final control.

Language of instruction: Ukrainian, English.

2. Assessment

Distribution of points received by applicants for higher education "Social change and management of social development"

Ongoing assessment and independent work							2 MC	Exam	Total
T1	T2	T3	T4	T5	T6	T7			
10	10	10	10	10	10	10	20	10	100

Distribution of points in the course "Social change and management of social development"

Activities evaluated in points	T1	T2	T3	T4	T5	T6	T7	Total
Work on a practical lesson (performance and defense of practical work)	5	5	5	5	5	5	5	35
Independent work of the student (performance of presentations, cases, business situations)	5	5	5	5	5	5	5	35
Boundary and modular, control	10			10				20
Exam								10
Total in the course								100

Exam evaluation criteria

The exam is conducted in the form of testing in a modular environment. 20 questions with 0.5 points for each question.

Compliance with the scales for assessing the quality of learning material

Score on the national scale	Points	Assessment on the ECTS scale	Definition
excellent / passed	90-100	A	Excellent (outstanding performance without errors)
good / passed	82-89	B	Very good (above the average standard but with minor errors)
	74-81	C	Good (generally sound work with some errors)
satisfactory / passed	64-73	D	Satisfactory (fair but with significant shortcomings)
	60-63	E	Fair (performance meets the minimum criteria)
unsatisfactory / failed	35-59	FX	Fail (some more work required before the credit can be awarded)
	0-34	F	Fail (considerable further work is required)

3. Course policy:

3.1. Mandatory observance of academic integrity by students, namely:

- independent performance of all types of works, tasks, forms of control provided working program of discipline;
- links to sources of information in the case of the use of ideas, developments, statements, information;
- compliance with the law on copyright and related rights;
- providing reliable information about the results of their own educational (scientific, creative) activities, used research methods and sources of information.

3.2. Recognition of learning outcomes obtained in non-formal education at the rate of 5 points per credit is allowed.

3.3. Attendance (online or offline) of practical classes and performance of all types of activities provided for in the work program is mandatory.

3.4. Obtaining a minimum grade in the discipline (60 points) is possible subject to practical work, calculation work and presentations in full and passing the boundary and modular control.

3.5. In case of late performance of works (without good reasons) the assessment for the relevant type of work is reduced by one point for each overdue school week.

3.6. Postponement of the deadline for submission of works / transfer is possible for valid reasons (hospital, academic mobility), which is confirmed by the relevant document (certificate).

3.7. In case of detection of manifestations of academic dishonesty, plagiarism, the student is obliged to perform the task again in compliance with the established requirements.

Зміст дисципліни: Тема 1. Економічний зміст, сутність і склад публічних фінансів. Тема 2. Складові публічних фінансів. Тема. 3 Державний бюджет і місцеві бюджети. Тема 4. Бюджетна політика і бюджетний процес. Тема 5. Теоретичні, законодавчі та інституційні засади публічних закупівель. Тема 6. Організація закупівельної діяльності. Тема 7. Контроль у сфері публічних закупівель. Тема 8. Відповідальність у сфері публічних закупівель