



NALAS SUMMER SCHOOL
ON LOCAL GOVERNANCE
AND INTERGOVERNMENTAL
FISCAL RELATIONS



NALAS

Third Summer School on
Local Governance and
Intergovernmental
Fiscal Relations

2016

NALAS Intranet

10-15 July 2016

Lake Ohrid, Macedonia

NALAS working context

- NALAS works in a specific, complex working environment: 1 Secretariat in Skopje with 10 employees, 15 member LGAs from 12 countries, different users (internal and external): LOs, KMAs, TFs, event participants, etc.
- 20+ events/year, 10+ projects, 10+ new products in development, decisions to be made
- How to work together in the best way?

The idea for NALAS Intranet

Engaging ICT for:

- Improving the internal efficiency and effectiveness
- Automatising processes
- Easing collaborative work
- Increasing participation
- Creating feedback mechanisms
- Improving M&E, evidence-based decision-making
- Improving reporting

NALAS Intranet

- Supported by GIZ Project for institutional support to NALAS
- February-July 2016: development phase
- July-September: internal testing phase
- September 2016: launch
- Microsoft Share Point (Office 365)
- Free for non-for-profits
- Customised and enhanced to meet NALAS needs by a local company




NALAS Intranet

Quick Links




Knowledge Centre




Work in Progress



Event Management



Communities of Practice Discussions




Your Feedback Matters



Skype for Business

Monitoring and Evaluation Module




OBJECTIVE 1:
KNOWLEDGE SYSTEM




OBJECTIVE 2:
SERVICES FOR



OBJECTIVE 3:
EUROPEAN ROLE



OBJECTIVE 4:
FINANCIAL



OBJECTIVE 5:
GENDER AND YOUTH



6 MONTHS KMAS
PROGRESS REPORT

Collaborative working

The screenshot shows a Microsoft Word Online document titled "Agenda KMA 2016 meeting" being viewed in a browser. The browser's address bar shows the URL: https://nalas.sharepoint.com/WorkInProgress/_layouts/15/WopiFrame.aspx?sour. The document content includes the NALAS logo and the following text:

NALAS Network of Associations of Local Authorities of South-East Europe
Réseau des Associations de Pouvoirs Locaux de l'Europe du Sud-Est

NALAS Knowledge Management Assistants Annual Meeting and Capacity Building
22-25 March 2016 | Akra Barut Hotel, Antalya, Turkey

22 March 2016

Arrival of participants in Antalya, Turkey
Accommodation in Akra Barut Hotel (<http://www.baruthotels.com/en/akra>)
Meeting each other at the buffet dinner in the hotel (20:00)

23 March 2016

09:00-10:00	Welcome, introduction, meeting objectives
10:00-13:00	Part 1: Coordination Meeting of NALAS Knowledge Management Assistants Session 1 <ul style="list-style-type: none">• Reflection on the NALAS KMAs' achievements and contribution in 2015• Key NALAS achievements in 2015

The right-hand side of the screenshot shows the Word Online interface with options to "Edit in Word" (full functionality) or "Edit in Browser" (quick changes).

Exchange

The screenshot shows a web browser window displaying a SharePoint page. The browser's address bar shows the URL: <https://nalas.sharepoint.com/CommunitiesOfPracticeDiscussions/Lists/Posts/Post>. The page header includes 'Office 365' and 'SharePoint'. The main content area features the NALAS logo and navigation links for 'NALAS Intranet', 'Communities of Practice Discussions', and 'Work In Progress'. A search bar is located in the top right corner. The main post is titled 'Support group for the use of MFSA' and is dated '2016 7/12'. The post text reads: 'In the past year, you have been involved in applying the MFSA tool. Other 20 municipalities were also involved. We believe there is a lot to exchange and share among each other. Please use this forum to share your experiences, but also raise your issues, questions and dilemmas.' Below the post, there is a comment from 'Jelena Janevska' dated 'Tuesday, July 12, 2016'. The comment text is: 'MFSA is a great tool! Still, we should further develop LGs capacities to use it independently.' A comment box with a 'Post' button is located at the bottom of the post. On the right side, there is a 'Blog tools' section with links for 'Create a post', 'Manage posts', 'Manage comments', and 'Manage categories'. The footer of the page includes the text 'Supported by giz' and the logo for 'Deutsche Gesellschaft für Internationale Zusammenarbeit (GIZ) GmbH'.

Inbox (7) - janevska@nalas... x Home Page x Support group for the use ... x

https://nalas.sharepoint.com/CommunitiesOfPracticeDiscussions/Lists/Posts/Post Search

Office 365 SharePoint

BROWSE PAGE SHARE FOLLOW

NALAS Intranet Communities of Practice Discussions Work In Progress

Search this site

Communities of Practice Discussions

Categories

- Events
- Finances
- Ideas
- MICHAELS TEST CATEGORY
- Opinions
- TEST CAT
- ADD CATEGORY

Archives

- July
- June
- May
- OLDER POSTS

2016 7/12 Support group for the use of MFSA by Jelena Janevska at 5:02 AM in Finances

In the past year, you have been involved in applying the MFSA tool. Other 20 municipalities were also involved. We believe there is a lot to exchange and share among each other. Please use this forum to share your experiences, but also raise your issues, questions and dilemmas.

@ 1 Unlike Comment ...

1 comment

Jelena Janevska MFSA is a great tool! Still, we should further develop LGs capacities to use it independently. Tuesday, July 12, 2016 Edit

Add a comment Post

Blog tools

- Create a post
- Manage posts
- Manage comments
- Manage categories

Supported by giz Deutsche Gesellschaft für Internationale Zusammenarbeit (GIZ) GmbH

Feedback

Browser tabs: Inbox (7) - janevska@nalas... | Home Page | NALAS Intranet - Your Fee...
Address bar: https://nalas.sharepoint.com/SitePages/Your Feedback Matters.aspx
Search: Search

Office 365 | SharePoint | User profile icon

BROWSE PAGE

NALAS Intranet | Communities of Practice Discussions | Work In Progress | EDIT LINKS

Your Feedback Matters

Set your time zone
To set your profile photo and receive reminders, go to Mail and set the time zone for your calendar.

Feedback on NALAS' Services

+ new discussion

Recent | My discussions | Unanswered questions | ...

E-Academy
By Admin | Latest reply by Kliment Kocovski | 4 days ago

Quick Response
By Admin | 5 days ago

Shadowing Program
By Admin | 5 days ago

Peer Review
By Admin | 5 days ago

Tools
By Admin | 5 days ago

Knowledge Tree
By Admin | 5 days ago

Feedback on NALAS' Products

+ new discussion

Recent | My discussions | Unanswered questions | ...

approve this dos
By Kliment Kocovski | Latest reply by Kliment Kocovski | 4 days ago

Share Your Results Here

+ new discussion

Recent | My discussions | Unanswered questions | ...

There are no items to show in this view of the "Share Your Results Here" discussion board.

Windows taskbar: Start button, Internet Explorer, File Explorer, VLC, Firefox, Chrome, Photoshop, Skype, PowerPoint, Word, Excel, System tray (EN, Windows, Network, Volume, Bluetooth, Printer, Mouse, Keyboard, Battery, Time: 14:21 12.07.2016)

Event Management



Network of Associations of Local Authorities of South-East Europe



1. Personal data:



2. Official contact details:



3. Travel format:

Step 1 - Personal data:

Name

John

Family Name

Dow

Organisation

My Organisation

City

Skopje

Country

Macedonia

Passport number (* As written in the passport)

A111555

Next

Reporting

Browser tabs: Inbox (7) - janevska@nalas... | Home Page | NALAS Intranet - 6 Months... | +

Address bar: https://nalas.sharepoint.com/SitePages/6 Months KMAS Progress Report.aspx#

Office 365 | SharePoint

Navigation: BROWSE PAGE | SHARE | FOLLOW | EDIT

Search: Search this site

Links: NALAS Intranet | Communities of Practice Discussions | Work In Progress | EDIT LINKS



6 Months KMAS Progress Report

Modify | New Record | Export to Excel

6 MONTHS KMAS PROGRESS REPORT January-June 2016 KMA Report-Serbia

KMA: Petar Petrovic
Reporting period: 2016 ongoing

LGA: SCTM

Tool/Product (name)	Promotion and Dissemination (to whom, when and how?)	LGA's use of the product	LGs' use of the product (number of LGs that used the product, please name them)	Results/Impact (what is the change, as a result of this usage?)	Potential success story (tick if appropriate and write brief reasoning)
SWIS	SCTM General Assembly	Used for lobbying to the MoF for.....	30 LGs have implemented the tool	15 LGs improved their management by using the tool	Interview with the Mayor of Nis

Summary/Highlights:
The following highlights can be stated during this period:
bcxwhjcbwijnw

Additional information or Comments, if any:
cxbwjcbwkejncole

M&E

Browser tabs: Inbox (7) - janevska@nalas... | Home Page | NALAS Intranet - Monitori...

Address bar: https://nalas.sharepoint.com/SitePages/Monitoring and Evaluation Module.aspx

Office 365 | SharePoint



NALAS Intranet | Communities of Practice Discussions | Work In Progress | EDIT LINKS

Monitoring and Evaluation Module

SHARE | FOLLOW | EDIT | Search this site

- Modify Objective
- New Indicator
- Export to Excel
- Delete All Indicators

OBJECTIVE 1: KNOWLEDGE SYSTEM

Description of objective NALAS Knowledge System is the main knowledge platform local governments in South East Europe

Definitions: Level of use (through number of users), impact of Quick Response (on policies and on LGAs), and quality of products and services (through satisfaction of users) Users are Local Government Associations (staff and members), and in certain cases, might be also aid agencies and their beneficiaries. NALAS tools to disseminate knowledge are mainly: web site, e-learning courses, quick reponse, and events.

INDICATORS	Data Collection Sources of Verification
1.1. Level of use of NALAS knowledge system111	a) Website Statistics b) Questionnaires c) Quarterly Report of Knowledge Center

Metrics	End of term Key Outcomes	Current Status	Staff Commitments	Completed
fff	fff	ff	ffff	WIP
fghfghfgh	ffghfghfgh	fghfgh	fghfghf	WIP
fghfghfgh	dfgdfgfhfghfgh	fg hfg hfg	h fghfgh fgh	Needs Steering

Thank you!

Jelena Janevska

NALAS Knowledge and Communications Manager

janevska@nalas.eu

www.nalas.eu