MINI GUIDE
How to use the Matrix of competences

Which are the competences of stakeholders of the Alpine Space? Where are these competences located geographically and in which kind of institutions? The "matrix of competences" in WIKIAlps gathers information on institutions of the Alpine Space Programme and presents their competences. It is accessible via the WIKIAlps database. The aim of this mini guide is to present the ideas behind the stakeholder matrix of competences and its functionalities in the database to help users to find the information they are looking for.

WHAT ARE "STAKEHOLDERS" IN THE CONTEXT OF WIKIALPS?

Dealing with sustainable spatial development (SSD), the WIKIAlps project is interested in the underlying structure of actors and networks across the Alps involved in it. In particular, it focuses on the diffusion of Alpine Space project results and expert knowledge via stakeholders and their networks. The term "stakeholder" is very general, meaning people or groups of people and/or organisations which hold a legitimated interest (a stake) in the respective policy, programme etc.

Given the higher stability over time, the stakeholders considered were institutions instead of single persons. The project capitalized on projects of the two thematic fields ("Inclu-sive growth" and "Resource efficiency and eco-system management") of the 4th programming period. The project used a list of all project partner institutions of 28 selected projects for the elaboration of an exemplary matrix of competences.

The data on project partners from the Alpine Space Programme contain some basic information such as the name of the institution in national language and English, the town where the stakeholder is located and a contact email-address. To characterise the competences of the stakeholders the WIKIAlps partnership decided to add further information about the institutions such as the internet address, the NUTS 3-Code where the institution is located, the type of institution, its thematic focus and an estimation of the spatial area of influence (cp Figure 1).
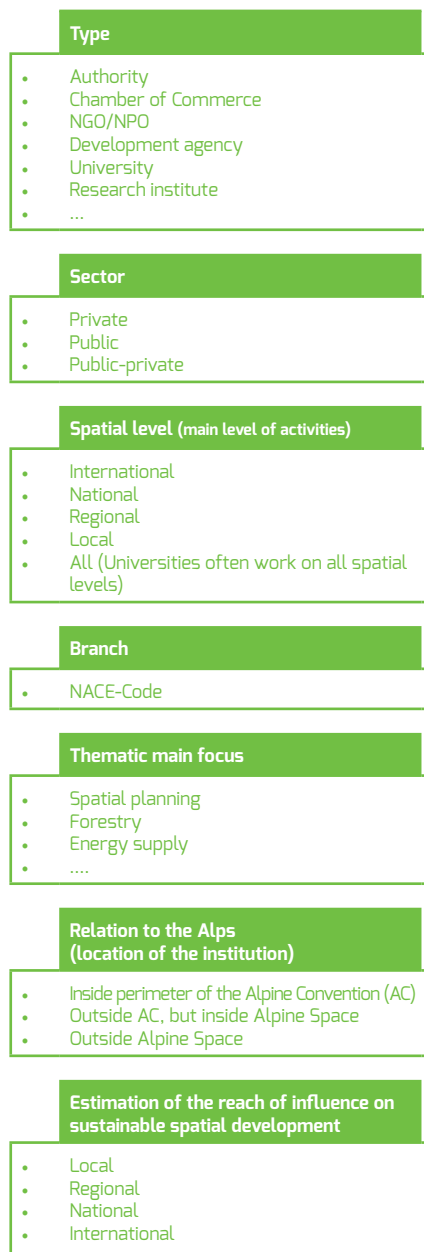
Type

- Authority
- Chamber of Commerce
- NGO/NPO
- Development agency
- University
- Research institute
- ...

Sector

- Private
- Public
- Public-private

Spatial level (main level of activities)

- International
- National
- Regional
- Local
- All (Universities often work on all spatial levels)

Branch

- NACE-Code

Thematic main focus

- Spatial planning
- Forestry
- Energy supply
- ....

Relation to the Alps (location of the institution)

- Inside perimeter of the Alpine Convention (AC)
- Outside AC, but inside Alpine Space
- Outside Alpine Space

Estimation of the reach of influence on sustainable spatial development

- Local
- Regional
- National
- International

FIGURE 1: *CONTENTS OF STAKEHOLDER DESCRIPTION*

STAKEHOLDER ANALYSIS IN THE WIKI

In terms of stakeholder analysis the WIKIAlps provides:

- The approach of the stakeholder analysis at institutional level (here).

- A "matrix of competences" with information about more than 200 institutions that participated in the 4th Alpine Space Program in the WIKIAlps database (here).

- Interpretations of stakeholder participation based on the matrix of competences (here).

THE WIKIALPS DATABASE

The collected stakeholder information is so manifold that it is more convenient for users to offer the information in a database format instead of single wiki pages. The WIKIAlps database provides a list of all institutions which participated in the two thematic fields of the last programme period mentioned above. Presented as a dynamic graphical user interface, it is based on a relational database that links the analysed stakeholders with data on their Alpine Space projects and project results.

The graphical user interface is composed of a

- header, showing the WIKIAlps and Alpine Space logos,

- a central data frame presenting the data in four different tabs (projects, stakeholders, outputs and transnational needs) and two search tools for projects and stakeholders,

- a frame on the left hand side presenting a cartography tool, the stakeholder map

- and a frame on the right hand side presenting the filter tools, the filter frame.

All these elements are interrelated, i.e. clicking on a stakeholder on the map will result in a selection of this stakeholder in the stakeholder tab (if this tab is active). If a filter in the filter frame is applied, all data tabs (except for the transnational needs tab) will be filtered.

THE STAKEHOLDER TAB

The stakeholder tab shows the attribute table of institutions that participated in the 28 analysed projects. Every line of the table corresponds to an institution and provides the most relevant information collected during the stakeholder analysis. This tab represents the core table or the so-called "Matrix of competences". The zoom function (left click on reading-glass symbol) enables the user to localise the institution in the map window (pressing shift enables the user to select more than one institution in the table). To sum up, the information of every stakeholder is presented in a factsheet free for download as a pdf file. The user has only to click on the sheet symbol (next to the reading-glass symbol).

Content of the stakeholder factsheets

The stakeholder factsheet can be understood as a curriculum vitae (cv) of a stakeholder's project action in the Alpine Space. It contains the most important information on a stakeholder, its competences and its projects. The information provided for each stakeholder concerns

- general information such as town, type, sector, spatial level, thematic focus,

- an overview of the Alpine Space 2007-2013 project participations with links to WIKIAlps project sites,

- a Stakeholder Network Graph depicting position and relationships within the Alpine Space stakeholder network,

- a word cloud indicating the main interests of the stakeholder in the Alpine Space (based on project summaries),

- a diagram showing his main level(s) of influence on spatial development,

- and a stylised map of the programme area with the location of the stakeholder.

Further information about the content of the Stakeholder factsheets is presented in the wiki.

THE MAP SECTION

The map shows the approximate locations (LAU2 level) of stakeholders across the wider European territory. Each red circle in the map represents one or more stakeholders. Clicking on a stakeholder on the map will result in a selection of this stakeholder in the stakeholder tab (if this tab is active). The selection of more than one stakeholder is possible by clicking and holding the left mouse button and dragging a selection window.

FILTERS AND SEARCH FUNCTIONS

There are 11 filters in the filter frame (right hand-side), grouped by headlines. Using them, the user may filter projects, stakeholders and outputs at the same time. This means that a filter is simultaneously applied to the three tabs projects, stakeholders and outputs (as they are interlinked in the database). Filtering is possible via

- acronym, priority area, thematic field and keywords for projects,

- country, spatial level, thematic focus and type for stakeholders,

- output type, target group and language for outputs.

The reset button removes all filters.

The two search functions in the main data frame enable the user to search for specific projects or stakeholders (English name, original name, acronym).

The data in the matrix of competences can support stakeholders by using the filters in the database in

- Identifying experts in a certain thematic field of Alpine spatial development;

- Searching for expertise in a special geographic region of the Alps;

- Recognizing which kind of institutions hold stakes in specific fields in a selected region or across the Alps;

- Searching new potential cooperation partners for a specific project or task.

In Figure 2 below an example is presented in which by simply setting check marks a certain spatial level can be selected for which stakeholders are needed.

FIGURE 2 : EXAMPLE OF FILTER FUNCTION

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