

**Infopack**  
**Long Term Training Course**  
**"United through education"**

**Mobility of youth workers 2**  
**14-21.09.2019**  
**Banská Štiavnica, Slovakia**

LTTC "United through education" is a project that will be based on the development / creation among youth workers: awareness of a concept of culture and its dimensions, approaches used in non-formal education, problem / conflict solutions in an intercultural context and development of competence in facilitating the learning process (facilitation) activity based on a methodology taken from non-formal education.

The project is an international training of youth workers, leaders of intercultural facilitation organizations, involving 24 youth workers (3 experienced trainers) from Slovakia, Spain, Malta, Greece, Estonia, Lithuania, Croatia, The Republic of North Macedonia, Poland

The long-term project involves three phases:

- Mobility of youth workers - training in the context of the facilitation of intercultural groups. It will allow you to thoroughly understand the specificity and importance of culture, its directions, its approach and the complexity of the intercultural environment (as well as its challenges: misunderstandings, conflicts, "false debates", tensions). Second, provide participants with the tools they need to work on the issue, through in-depth understanding of the logic of non-formal education, the importance of group dynamics, the diversity of leadership approaches, the exploration of mediation attitudes in intercultural work.

- A local phase in which staff will test and adapt the created methods to excluded youth groups, intercultural communities with whom they work every day.

- Mobility, in the context of work on re-evaluation of local action and the quality of methods used in the context of international projects and the inclusion of

young people with fewer opportunities

Project goals:

-Creating a portfolio with a record of new, innovative methods of social inclusion, with particular emphasis on the notions of: discrimination, stereotypes, refugees, intercultural learning and exclusion

-Reaching the awareness of youth workers about the specificity and complexity of the facilitation process during intercultural meetings and training

-Strengthening the competences of youth workers in the context of planning and implementation of effective educational activities at the international level

-Expression of various dimensions of culture and how they are connected with intercultural learning

-Testing and quality evaluation of developed tools on various groups of excluded youth

-Creation of a portfolio with a set of training methods and tools in an intercultural environment, with particular emphasis on including discriminated groups

**Age of participants: 18-44 years (2 per partner and 4 per Slovakia and Poland)**

**Dates of the of project:**

**Second mobility 14-21.09.2019**

Selected participants could start to look for a connection to Banská Štiavnica. We recommend to take a flight to one of those cities: Bratislava, Vienna, Budapest or Krakow, then to take a flixbus or other, local bus to Zvolen (the city is situated around 35 minutes from Banská Štiavnica where our venue is located. You should arrive to Zvolen at latest to be able to take a bus at 17:45 to Banská Štiavnica.

**Please, send to us proposal of your travel (which includes travel company, time&date or arrival and departure, price), later we would kindly ask You to wait for our confirmation to purchase them. Tickets bought without our confirmation will be not reimbursed.**

**According to the Erasmus+ programme all journey must be arrange in order to use economical, 2nd class transportation.**

The participants who will join the activity are asked to fill the application form. The link to the application have the sending organisations.

### ACCOMMODATION/ VENUE

During the main part of our project You will be accommodated in a guesthouse in Banská Štiavnica.

Accommodation Marina is located near the historical center of Banská Štiavnica, in a pleasant environment of Štiavnické vrchy and with a view of the mountains, the old town or historical monuments.

[https://www.booking.com/hotel/sk/ubytovanie-marina.en-gb.html?aid=356980&label=gog235jc-1DCAsozQFCeXVieXRvdmFuaWUtbWFyaW5hSB5YA2i2AYgBAZgBHrgBB8gBDNgBA-gBAfgBAogCAagCA7gCutLo5AXAAgE&sid=5fbbc0311be9d8ab82a6ffb0599f008a&dist=0&lang=en-gb&room1=A%2CA&sb\\_price\\_type=total&soz=1&type=total&lang\\_click=top;cdl=pl;lang\\_changed=1](https://www.booking.com/hotel/sk/ubytovanie-marina.en-gb.html?aid=356980&label=gog235jc-1DCAsozQFCeXVieXRvdmFuaWUtbWFyaW5hSB5YA2i2AYgBAZgBHrgBB8gBDNgBA-gBAfgBAogCAagCA7gCutLo5AXAAgE&sid=5fbbc0311be9d8ab82a6ffb0599f008a&dist=0&lang=en-gb&room1=A%2CA&sb_price_type=total&soz=1&type=total&lang_click=top;cdl=pl;lang_changed=1)

### FINANCIAL CONDITIONS

Transportation costs of all participants will be covered by project's budget up to Erasmus + limits of transportation costs for a certain country, based on Erasmus+ distance calculator.

Transportation is reimbursed up to national limits of travel (look below) from participant's country up to our venue (Banská Štiavnica) and way back.

You can come to Slovakia 2 days before or after the main activities, however we cannot cover expenses of your venue and meals before or after the project. It will not be possible to stay before or after the project in Marina venue, because the venue is booked for other visitors.

Remember to catch the bus from Zvolen (latest at 17:45) on 23rd of May. After our approval of your tickets proposals you can buy them and fill in the reimbursement form with all tickets which you would like to have reim-

bursement and send it to us till 18th of May. Other way the reimbursement of the travel might be cut and the process will take more time.

Detailed information how to get to the venue from Bratislava and Zvolen we will publish on our FB group.

Participants are required to provide the hosting organization all travel documents maximum until the second day of the main activities (until 24th of May).

Buying all tickets is an obligation of participants (with partners' organization support).

All costs related to accommodation, and food (3 meals per day- breakfast, lunch, supper and 2 coffee breaks) will be covered by project's budget.

All reimbursements will be made directly after dissemination of results of the project by a sending organizations and its' participants via given bank account.

Limits of transportation costs for partner countries are:

-Participants from **Slovakia**20€

-Participants from **Spain**360€

-Participants from **Malta**275€

-Participants from **Greece**275€

-Participants from **Estonia**275€

-Participants from **Croatia**275€

-Participants from **Lithuania**275€

-Participants from **The Republic of North Macedonia**275€

-Participants from **Poland 180€**

Participation fee: 30 euro will be deducted from the actual travel cost

Mentioned amounts are the maximum level of possible reimbursement.

**Before buying tickets - ask us about travel plan!**  
**Tickets can be purchased from 26<sup>th</sup> of March 2019,**  
**NOT EARLIER!!! (We will not reimburse tickets that were**  
**bought before this date or weren't confirmed by us)**

**Don't forget to send via e-mail and bring invoices of your**  
**tickets and an reimbursement form (in an excel file**  
**attached for all the partners), since we can not reimburse**  
**anything without documentation. Boarding passes are**  
**obligatory as well.**

**Regular tickets:**

- the original invoice (signed and stamped)/receipt/pay order/proof of payment
- the original boarding pass (the small ticket stub you receive before boarding the plane)
- the prices stated in the invoices, receipts etc. must coincide with the price on the ticket

**E-ticket must be:**

- printed out and include your name, the exact fare you paid, details of your flight on the same page
- provided along with the credit card receipt for the payment or a copy of your

bank statement (clearly showing the payment has been made)

-given with the boarding pass (the small ticket stub you receive before boarding the plane)

#### **NOTE:**

-Some airlines print 'passenger receipt' at the top of the cardboard ticket. It is not accepted as a receipt of proof of payment. Therefore, if you book your tickets online, please, make sure to print out the e-mail you receive from the airline company upon the payment, stating how much and how you paid.

-Train/bus tickets must show visible arrival and departure time as well as the price (+invoices if available)

#### **OTHER IMPORTANT DETAILS:**

-Booking paper alone is not enough (we need the invoices)

-Missing or lost tickets are not reimbursed

-Any costs for taxi or petrol are not reimbursed

-Return tickets must be bought in advance before the journey

-Following the guidelines of the Erasmus+/YIA Programme and internal regulations the travel must be released by the participants on the direct way within maximum 2 days. In case of long pauses or indirect routes (holiday travel), there is no reimbursement of travel costs!

All reimbursement will be made to participant's group leader in cash, directly during the Youth Exchange, after filling in criteria mentioned below:

-deliver all travel document to hosting organization- (originals before or during the main activities, maximum until the second day of the Training Course)

-active participation in all workshop sessions

**You are expected to participate fully in all activities, unless you are ill (this information should be provided to trainer or organizations before activities). Unauthorized absence from activities and workshops is not**

**permitted. Participants are obliged to actively participate in 100% of the programme is attended, it will not be possible to be reimbursed for the travel costs.**

## WHAT TO BRING

- Comfortable clothes (tracksuit, comfy t-shirts for theatrical activities) and shoes for workshops (Mostly during the project we are going to provide activities that we would be able also to participate barefoot or in socks) which we will organize indoor and outdoor atmosphere depending on weather, slippers.
- Camera and laptop
- Traditional food, drink and souvenirs for intercultural evenings activities.

## INSURANCE & HEALTH ISSUES

Participants are themselves responsible to get a travel insurance. If anyone who uses medicine should bring with themselves. We don't give any medicines and we don't cover insurance fees.

## FOOD

**If there's any person with special diet/ allergies, please inform us about this via participation's form that is attached at the beginning of the info pack.**

It is especially important for us to know about diets/allergies/special needs.

## National groups' tasks:

### Before the activity:

- Getting familiar with youth situation and youth radicalization in a local community of sending organization
- Collect and prepare at least 2 traditional games that can be re-framed into social inclusion methods
- Prepare at least 2 energizers
- Full fill the participation form on-line
- Purchase and collect all travel tickets after consultation and agreement with the hosting organization

#### During the training course:

- to collaborate with international learning buddie (reflection time)- get familiar, exchange experience
- to deliver all travel documents to the hosting organization (Thalia Teatro)
- to conduct at least one slot during a open space session
- to conduct (with collaboration in international team) one workshop session (up to 1,5 hour) related to the main topic of the TC (group and topic division will be made during the main part in Slovakia)
- to actively participate in all workshop sessions
- to present a sending organization during NGO Fair session
- to actively collaborate during „alternative intercultural evenings“ phase
- to present a good practices and an actual situation according to youth work in participants' environment

#### During the local phase:

- to test and implement methods, tools, workshops created/ received during the youth exchange
- to provide at least 1 workshop for local communities (e.g. school, youth center), and send all necessary documentation (including a description and pictures to hosting organization)
- to disseminate results of the project via all possible channels (youtube, twitter, Facebook, local newspaper) and send all links to the hosting organization
- to keep informing a hosting and partner organizations about results, doubts and challenges during implementation phase

#### During the evaluation meeting:

- to present results from the local phase
- to actively participate in all workshop sessions
- to conduct (with collaboration in international team) one workshop session (up to 1,5 hour) related to the main topic of the TC (group and topic division will be made during the main part in Slovakia)
- to collaborate with international learning buddie (reflection time)- get familiar, exchange experience
- to deliver all travel documents to the hosting organization (Thalia Teatro)
- to actively collaborate during „alternative intercultural evenings“ phase

#### After the main activity:

- to disseminate results, both off- and on- line
- to fill in a EC's survey that will be delivered via participant's/ leader's e-mail





In case of any additional questions feel more than welcome to contact us:

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