

MOBILITY INFOPACK

Supporting Parents' Expertise in Erasmus+

Project ref: 2026-1-LV02-KA153-YOU-000391972

Organisation: NGO ideA · Jelgava, Latvia

Dates: 25–30 August 2026

DATES	VENUE	PARTICIPANTS	COUNTRIES
25–30 August 2026	Jelgava, Latvia	16 participants + 10 children	LV · SK · PL · HU · BG · IT · AT · LT

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01 Project Overview & Learning Objectives

Welcome to the mobility infopack for Supporting Parents' Expertise in Erasmus+, a Professional Development Activity co-funded by the Erasmus+ programme and coordinated by NGO ideA (Latvia). This document contains everything you need to prepare for the activity in Jelgava, 25–30 August 2026.

ABOUT THE PROJECT

The project addresses structural barriers faced by youth workers and trainers with caregiving responsibilities — particularly parents of young children — and their reduced access to professional mobility, resources and recognition within the Erasmus+ field.

Through non-formal learning, peer exchange and research-based reflection, the activity will:

- ◆ **Analyse participants' professional realities** using socio-ecological and iceberg models
- ◆ **Generate evidence** on how caring responsibilities affect participation in international mobility
- ◆ **Co-create practical outputs:** a research report, an inclusive mobility checklist, and "calls to attention" for National Agencies

KEY PROJECT DETAILS

Project title	Supporting Parents' Expertise in Erasmus+
Reference	2026-1-LV02-KA153-YOU-000391972
Programme	Erasmus+ Youth Mobility (KA153-YOU)
Activity type	Professional Development Activity — Training Seminar
Dates	25–30 August 2026 (arrival: 25 Aug — departure: 30 Aug)
Venue	Jelgava, Latvia, Valdekas Attīstības centrs (Par skolu – Jelgavas pamatskola "Valdeka"-attīstības centrs)
Participants	17 participants + up to 10 accompanying children
Partner countries	Latvia · Slovakia · Poland · Hungary · Bulgaria · Italy · Austria · Lithuania
Coordinating organisation	NGO ideA Jelgava, Latvia

PARTICIPANT PROFILE

- ◆ **Experienced youth workers, trainers or facilitators active in Erasmus+** youth work and mobilities
- ◆ **Preferably primary caregivers of preschool-aged children (0–7)**, or professionals whose Erasmus+ participation has been reduced or interrupted due to parenting responsibilities
- ◆ **Motivated to contribute** to the analytical, research and co-creation components of the activity

02 Programme Schedule Overview

Day	Date	Focus	Notes
Arrival	Mon 25 Aug	Arrivals, check-in, welcome dinner	Settle in, meet the team
Day 1	Tue 26 Aug	Opening, introductions, socio-ecological model	Children's space open from morning
Day 2	Wed 27 Aug	Iceberg model, peer exchange, data collection	Children's space open from morning
Day 3	Thu 28 Aug	Co-creation: report, checklist & calls to action	Children's space open from morning
Day 4	Fri 29 Aug	Synthesis, Youthpass, closing & evaluation	Farewell picnic
Departure	Sat 30 Aug	Check-out and departures	—

PROGRAMME ADAPTABILITY

The schedule will be reviewed together with participants on the first day and may be adjusted based on the group's needs, children's rhythms, and energy levels. The free afternoon will be placed on whichever day the group decides works best.

TEAM

Lead trainer	Lauma Gulbe — Co-director, NGO ideA
Co-trainer	Madara — Gender studies specialist, 15 years in Erasmus+ field
Parent support person	Egita — Owner of a private school; logistics & parent liaison
Children's space lead	Diana — Montessori teacher with 15 years' experience

03 Venue & Accommodation

LOCATION

The activity takes place in Jelgava, Latvia's fifth-largest city located approximately 45 km south-west of Riga. Jelgava is easily reachable from Riga International Airport by train (approx. 40–45 min from Riga city centre) or by bus.

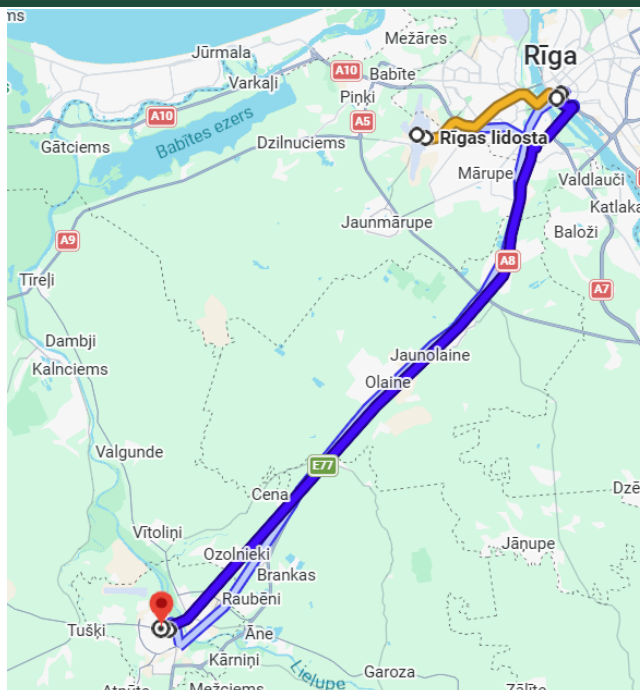
GETTING THERE FROM RIGA AIRPORT

1 From Riga Airport take the train or bus to Riga city centre (~30 min).

2 From Riga central station take the train to Jelgava (~40 min, trains run regularly).

- ◆ Recommended for families with children: Travel by train — more space, onboard toilets, room to move around.
- ◆ The Host Organisation will arrange pick-up from Jelgava station.

Riga Airport → Riga Central Station → Jelgava (≈ 45 km total)



ACCOMMODATION

All participants and their families stay at the same venue as the training activities — a deliberate decision to reduce logistical stress and ensure quick access to children at all times.

Valdekas Attīstības centrs, **Institūta iela 4, Jelgava LV-3004**

Room type	Each family has a separate private room with en-suite bathroom
Lift / elevator	Available in the building
Kitchen	Small shared kitchen on site for family use
Outdoor space	Playground and outdoor areas suitable for children
Children's space	Montessori-inspired dedicated space for children during sessions
Training space	Sport hall and additional rooms within the same complex



ACCOMMODATION NEEDS

A registration form will be sent to all participants before arrival. Please include details of your family's needs: number of children, ages, cot requirements, dietary restrictions, allergies, accessibility needs and any other relevant information.

05 Child-Inclusive Setup

This activity is specifically designed to include participants who are parents of young children (0-7). Children are welcome and will be part of the daily life of the seminar. Please expect a lively, sometimes noisy environment — this is intentional and part of the spirit of the project. This is a participant guide that invites participants to contribute their own lived experiences, which will feed into a public Checklist for Inclusive Mobilities for future European organizers.

[Living FAQ — Peer-to-Peer Knowledge Repository - Google dokumenti](#)

SUPPORT STRUCTURE

Parent support person	Egita — dedicated liaison between parents, trainers and children's space; assists with logistics, nap coordination and in-session needs
Children's space lead	Diana — Montessori teacher (15 yrs exp.); creates meaningful, self-directed learning environments for children from early age through school age
Childcare hours	Specific hours communicated in the pre-departure programme document
Age range supported	Primarily 0–7 years

IMPORTANT NOTES FOR PARENTS

- ◆ Children will be present near the training room at all times. Parents retain full responsibility for their children's well-being at all times, including outside structured childcare hours.
- ◆ If you need to step out of a session to attend to your child, we will support you in re-joining when ready.
- ◆ A needs questionnaire will be sent in advance covering children's routines, nap times, dietary needs and any special requirements.

WHAT TO BRING FOR YOUR CHILD

Comfort items and favourite toys; any required medication clearly labelled; sun protection and weather-appropriate clothing; a pram or carrier if needed (elevator available on site); snacks your child is used to for the journey.

06 Sustainability & Green Travel

The Erasmus+ programme encourages participants to choose environmentally sustainable travel options.

WHAT COUNTS AS GREEN TRAVEL?

- ◆ Train, bus or other low-emission transport as the primary mode for the journey
- ◆ Car-sharing with other participants (where applicable)
- ◆ Flying only where no reasonable ground-transport alternative exists within acceptable travel time

GREEN TRAVEL REIMBURSEMENT APPLIES WHEN:

- ◆ The journey from your home city to Jelgava is made primarily by train, bus or coach
- ◆ You travel with at least one other participant using the same vehicle / carpool

07 Travel Reimbursement Bands & Conditions

Travel costs are reimbursed per participant based on the Erasmus+ distance band system, calculated from the participant's home city to the venue in Jelgava.

Children's travel costs are not reimbursable, as children are not Erasmus+ participants.

Country	Standard (EUR) per participant	Green (EUR)	Typical routes
Poland	309 Eur	No	
Slovakia	417 Eur	Yes	By car
Hungary	309 Eur	No	Direct flight Budapest - Riga
Italy	309 Eur	No	
Bulgaria	309 Eur	No	
Austria	309 Eur	No	Vienna - Riga
Lithuania	285 Eur	Yes	Car shared
Latvia	56 Eur	Yes	Train/bus/car

REIMBURSEMENT CONDITIONS

Reimbursement will be processed once all of the following are received:

- ◆ All travel documents: tickets, invoices, receipts, boarding passes (outbound AND return)
- ◆ Completed Erasmus+ participant report in the Beneficiary Module
- ◆ Correct bank details (IBAN, account holder name, bank city) from the Sending Organisation

Reimbursement is normally made within 14 days of receiving all complete documents, and no later than 45 days after the end of the activity. Funds are transferred to the Sending Organisation, which distributes to participants.

TRAVELLING WITH CHILDREN — TICKET FLEXIBILITY

Participants travelling with young children are strongly advised to purchase tickets with flexible cancellation or rebooking options. In the event of sudden child illness before departure, this significantly reduces financial risk.

08 Insurance Requirements

Insurance is compulsory for all participants, accompanying children and family members, as required by the Erasmus+ Programme Guide. Coverage must be in place for the entire duration of the mobility.

MANDATORY COVERAGE AREAS

- ◆ **Travel insurance** — including damage or loss of luggage
- ◆ **Travel insurance for parents travelling with kids** — for flight cancellation/change of the date/name of the tickets
- ◆ **Accident and serious illness** — including permanent or temporary incapacity
- ◆ **Death** — including repatriation for activities carried out abroad

EHIC ALONE IS NOT SUFFICIENT

The European Health Insurance Card (EHIC) gives access to state-provided healthcare but does not cover the full scope of required insurance. You should carry your EHIC as a supplementary document, but it does not replace the required travel/accident insurance policy.

WHAT YOU NEED TO DO

- ◆ Obtain valid insurance covering all areas above — for yourself, any accompanying children and family member
- ◆ Check whether your existing national health insurance and/or credit card insurance covers all required areas
- ◆ **Submit proof of insurance to the Host Organisation at least 14 days before the activity**
- ◆ **For children: ensure their coverage is explicitly included in the policy or obtain separate children's insurance** (50 Eur reimbursable from the project).

09 Before You Travel — Checklist

FOR ALL PARTICIPANTS

- ☐ Tickets purchased with flexible conditions (cancellation / rebooking)
- ☐ Registration form completed and submitted (personal data, dietary needs, emergency contacts)
- ☐ Insurance proof submitted to NGO ideA by August
- ☐ Travel itinerary shared with the Host Organisation (arrival time, flight/train details)
- ☐ Boarding passes kept for both outbound and return journeys
- ☐ Erasmus+ participant report completed after the activity
- ☐ Bank details (IBAN + account holder) provided to the Sending Organisation for reimbursement

TRAVELLING WITH CHILDREN

- ☐ Children's needs questionnaire completed (nap times, dietary needs, routine, special requirements)
- ☐ Insurance covers accompanying children — proof submitted
- ☐ Flexible ticket option confirmed for children's travel
- ☐ Discussed contingency plan with partner in case of last-minute child illness
- ☐ Comfort items, snacks and essentials packed for the journey
- ☐ EHIC cards available for all family members (as supplementary document)
- ☐ Emergency contacts updated and shared in registration form

10 Key Contacts and Partners

Organisation	NGO ideA
Lead contact	Lauma Gulbe — Co-director
Phone / WhatsApp	+371 29 378 912
Email	biedriba.idea@gmail.com
Address	Uzvaras iela 2-14, Jelgava, LV-3001, Latvia
AI assistant	Available via the project communication channel — for logistical and financial questions Gemini

COMMUNICATION CHANNELS

- ◆ Email — for formal or detailed communication
- ◆ WhatsApp — open group chat <https://chat.whatsapp.com/IUesWmVJISR1i86YjjN3YA?s=qt&p=a&ilr=4>



Country	Legal name	Website
Poland	Centrum Inicjatyw Międzykulturowych Horyzonty	www.cimhoryzonty.org
Slovakia	Change Your Self	www.yourchange.eu
Hungary	Tréneri Edzőtábor Egyesület	www.treneriedzotabor.hu
Italy	Madiba Società Cooperativa Sociale	www.coopmadiba.com
Bulgaria	Фондация УоманЪп	www.womanupfoundation.com
Austria	ALP - Aktivieren von Leadership Potential	www.alpnetwork.org
Lithuania	Ribologija	www.ribologija.lt
Latvia	ideA	www.pasvirzitamacisanas.lv