

# NGO Fundamentals



**Empowering Youth Workers  
&  
Strengthening NGO Structures**

**Application Booklet**

**Spain**  
**Mundus**

**Turkey**  
**EGD**

**Czech Republic**  
**DICE**

**Bulgaria**  
**FOCUS**

**Latvia**  
**NILA**

**Romania**  
**S4YD**

**Macedonia**  
**SPPMD**

**Poland**  
**InnCrea**

**Hungary**  
**MeOut**

**Slovakia**  
**STEP**

**Lithuania**  
**Active Youth**

**Italy**  
**EUROBOX**

# **NGO** **Fundamentals**



**Project Partners**

# NGO Fundamentals



**TC Executive Partners**





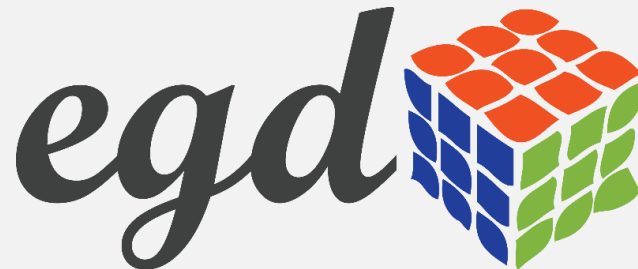
# NGO Fundamentals



**Empowering Youth Workers  
&  
Strengthening NGO Structures**

*A Training Course to develop, discuss & strengthen a model for  
sustainable youth NGO's.*

Between  
29<sup>th</sup> of November and 5<sup>th</sup>  
of December 2016  
in  
Eskişehir, TURKEY



**Erasmus+**

# About Eskisehir Development Association

EGD (Eskisehir Development Association) is a NGO founded by active members and alumni from Junior Chamber International, AEGEE, Education Volunteers Foundation, AIESEC and Erasmus Student Network; with 10 years of experience & specialization in organizational foundation, counselling, projects & training operations.

With our specialists, we are committed to the personal & professional development of individuals, both youth & adults, by creating awareness on topics such as; social inclusion, culture, identity, communication, open education, human rights & democracy on the local, national & international level while using different dissemination tools & non-formal education + experiential learning methodologies.

# About Eskisehir Development Association

## Vision

To be the pioneer organization in our field by inspiring each and every person we engage, in discovering their passion, exceeding their expectations and realizing their full potential.

## Mission

To design experiential learning environments and result oriented sustainable operations for achieving excellence in our objective related actions.

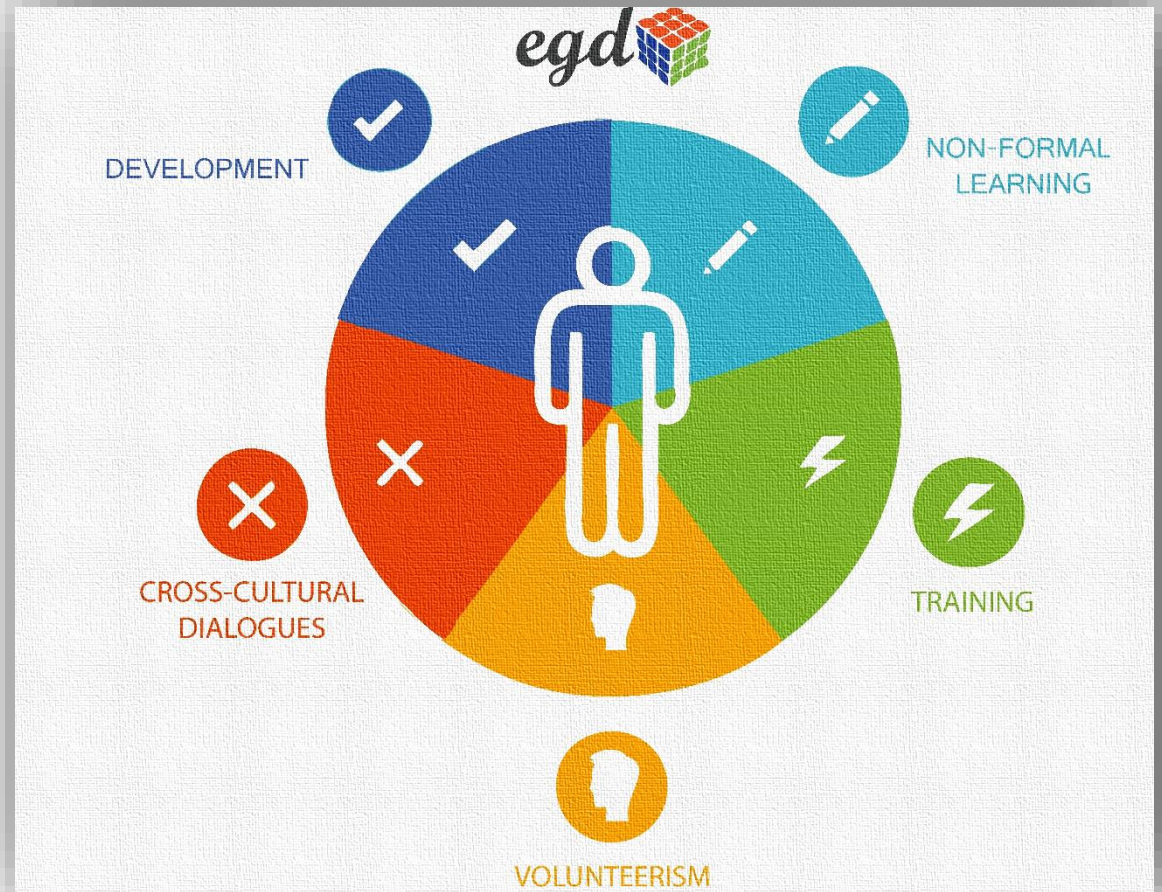
## Core Values

Integrity -Trust -Commitment -Excellence -Respect -Passion

# About Eskisehir Development Association

## 4 Main Fields of Focus

- ✓ Active Citizenship
- ✓ Intercultural Intelligence
- ✓ Life Long Learning & Development
- ✓ Sustainable Equality





# About Eskişehir

Eskişehir (pronounced [es'kiʃehir]; Turkish: eski"old", şehir"city") is a city in northwestern Turkey and the capital of the Eskişehir Province. According to the 2011 census, the population of the city is 648,396. The city is located on the banks of the Porsuk River, 792 m above sea level, where it overlooks the fertile Phrygian Valley. In the nearby hills one can find hot springs. The city is 233 km (145 mi) to the west of Ankara, 330 km (205 mi) to the southeast of Istanbul and 78 km (48 mi) to the northeast of Kütahya. Known as a university town, both Eskişehir Osmangazi University and Anadolu University (which has one of the largest student enrollments in the world) are based in Eskişehir. The province covers an area of 2,678 km<sup>2</sup> (1,034 sqmi).

[Eskişehir Videos](#)

[Eskişehir Photos](#)

[Google](#)



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[www.eskisehirgelisim.org](http://www.eskisehirgelisim.org)





# How to Reach Eskisehir



- It is on mid-west Anatolia.
- By bus or fast train it is about 5 hours from Istanbul & 2,5 hours from Ankara.
- Istanbul is recommended as a transfer location since there is a direct metro line from Ataturk Airport to the Bus Station and fast train line is very close to Sabiha Gökçen Airport. However, Ankara is also a convenient since there is a direct transportation to Bus & Train stations.
- Further information will be provided on transportation for the selected participants.

# About the TC: NGO Fundamentals

The Idea: This project's outline was created after a research and observation on today's youth NGOs. We had many chances to discuss about the problems of civil society works with people who are active youth workers (managers, members, leaders, volunteers) in several platforms. One of the most common problem that we face is difficulties of achieving intended impacts and acting sustainable. The conclusion was: lack of organizational management & development skills in the youth organizations and NGOs. This problem creates a huge barrier between NGO and its stakeholders in terms of efficiency. For that reason we've chosen to focus mainly on "effective NGO and organizational identity", "organizational structure", "activity planning", "sustainability" and to the other related skills that we believe the milestones of organizational management & development.

The Aim: To discuss, strengthen & develop "the model" for a sustainable youth NGO by focusing on topics such as organizational identity, organizational structure, activity planning, source management and sustainability.

# About the TC: NGO Fundamentals Content

- Effective NGOs and Organizational Identity  
Things that makes NGOs efficient / Abilities of “Strong NGOs” in common / What is “Organizational Identity”
- Project / Activity Planning  
Analyzing / Goal Setting / Activity Details / Modern Human resources
- Project / Activity Assessment  
Impact / structural / financial / information& knowledge transferring
- Organizational structure  
Practices of organizational structure development - NGO leaders in charge
- Sustainability  
Practices of organizational sustainability - NGO leaders in charge



# About the TC: NGO Fundamentals Content

The Details: Apart from the activities such as communication, group building, youth-pass related; each of these subjects will go on with the approach of experiential learning tools and methods such as case studies, simulations, working groups, brainstormings and presentations. First day is going to be about group dynamics, communication and setting learning goals. After that as mentioned above, we are going to work on related elements&topics of organizational structure development for “the model” for a sustainable youth NGOs. The last day we will be focusing on dissemination options such as documentation creation & distribution from the outcomes of the first six days of the Activity. Defining DEoR goals and distribution of roles also the part of last day.

# About the TC: Participant profile

*Who should participate?*

People who;

- are motivated , likes teamwork, enjoys participation, are responsible.
- aims positive impact on society by the organizations they have joint / are going to join with the motivation of getting know new cultures.
- have the passion for understanding the components of organizations.
- are active youth workers who want to increase their level of skills about organizational management and who has the experience of youth work at least about 1 year. (included managers, active members, leaders, project managers, project leaders, responsables, board members etc.)
- has enough speaking level of English to easily participate to debates, brainstorm, working groups, presentations etc. during the project.(This is a TC Project! It contains several sessions&workshops on topics related with the core subjects)



# About the TC: Participant Tasks/Missions

There are some tasks/missions expected from participants before/after the activity. These are;

## *Before Activity:*

- Making research about NGO's efficiency level in their local/national levels. (Which fields are they working, how many are they, how effective are they etc.)
- Good case practices of NGO's (local/national level) successful NGO's which selected by participants.
- Participants will create 15 minutes presentations about the topics above.

## *After Activity:*

- As a part of disseminating and exploitation of the results process, creating and presenting a presentation (in considered of the whole project) to minimum 25 young people per participant.



## Further Details: NGO Fundamentals

- The training course will take place in Eskişehir, Turkey between 29<sup>th</sup> of November and 5<sup>th</sup> of December 2016. The arrivals and first meeting will be on 28<sup>th</sup> of November.
- The Project Includes 12 Countries: Bulgaria, Czech Republic, Hungary, Italy, Latvia, Lithuania, Macedonia, Poland, Romania, Slovakia, Spain and Turkey.
- There will be 2 participants selected from each country.
- Main priorities for the selection are: Reason of applying, motivation, past experience in related field, learning goals and dissemination goals.
- Gender balance will also be one of the priorities of the selection.



# Further Details: NGO Fundamentals

- Accommodation: Will provided for free during the programme.
- Programme: Will start on 28<sup>th</sup> of November evening and end on 5<sup>th</sup> of December evening.
- Venue: All the TC will take place at the same location.
- Food & Coffee Breaks: We will cover 3 meals & 2 coffee breaks per day.
- Transportation: The expenses for transportation will be covered according Erasmus+ Program distance calculator. (Details Below)
- Reimbursement: The reimbursements will be done after we receive all documents of transportation: Flight/Bus/Train/Metro tickets & receipts.
- Limits Per Each Country Per Person: Bulgaria(275€), Czech Republic(275€), Hungary(275€), Italy(275€), Latvia(360€), Lithuania(275€), Macedonia(275€), Poland(275€), Romania(275€), Slovakia(275€), Spain(360€)



# Application Form

**(Last Application Date & Time: 03/10/2016 24:00 CET)**

- Below you can find the button that will take you to the application form.
- The necessary «how to» details are written under the questions.
- Please take your time while filling in since there is no re-fill option after submitting your application form.
- If you have any questions regarding the application or the TC, don't hesitate to contact us by sending an e-mail to [projects@eskisehirgelisim.org](mailto:projects@eskisehirgelisim.org) *Good luck!*

**Choose the button belongs to your participant country**

BULGARIA

CZECH  
REPUBLIC

HUNGARY

ITALY

LATVIA

LITHUANIA

MACEDONIA

POLAND

ROMANIA

SLOVAKIA

SPAIN

TURKEY



NGO  
Fundamentals

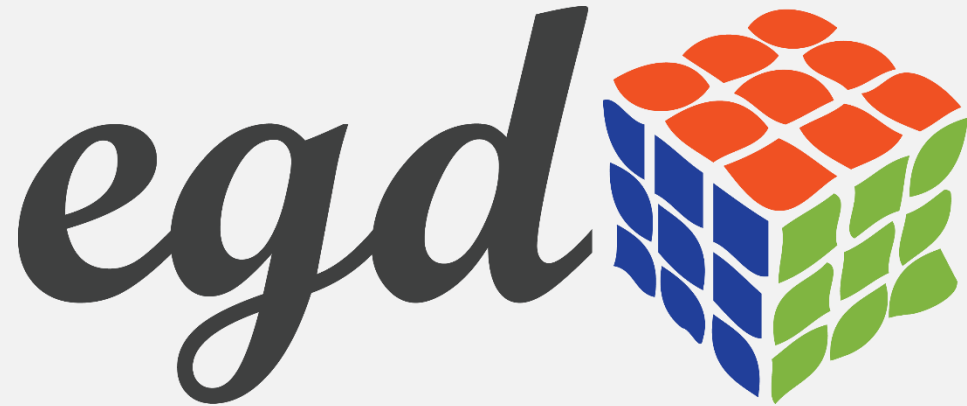
[www.eskisehirgelisim.org](http://www.eskisehirgelisim.org)





# Coming Soon

- Further details on transportation, accommodation, communication, culture, sample costs for personal spendings, language, social agenda, and the training course for the selected participants.
- TC agenda, Venue & What to Bring? Info for participants.
- Facebook Group for the selected participants.
- Information on pre-research/preparation for the selected participants.



***Turkey*** - EGD: projects@eskisehirgelisim.org  
***Bulgaria*** - Focus: info@foccen.org  
***Czech Republic*** - DICE: asociace.dice@gmail.com  
***Hungary*** - MeOut: meoutngo@gmail.com  
***Italy*** - Eurobox: eurobox.segreteria@gmail.com  
***Latvia*** - NILA: no.idejas@gmail.com  
***Lithuania*** - Active Youth: exchange@activeyouth.lt  
***Macedonia*** - SPMMD: youth@sppmd.org.mk  
***Poland*** - InnCrea: mf@kszia.internetdsl.pl  
***Romania*** - S4YD: s4yd.erasmus@yahoo.com  
***Slovakia*** - STEP: info@societystep.eu  
***Spain*** - Mundus: comunicacion.mundus@gmail.com

