

CONNECT THE DOTS



TRAINING COURSE LIMASSOL, CYPRUS 7th March – 17th March 2017

Information package

Welcome to our Training Course!

This Information Pack shall provide you with all the necessary information to guarantee a great, interesting, educational, funny, respectful, joyful and creative experience under the guidelines of the EU Erasmus + Programme.

Summary

The training course "Connect The Dots" will address the topics of social inclusion and anti-discrimination. This being the main theme of our project reflects the needs of multiple European societies since all of them, due to different reasons, face social exclusion. It will aim to develop among participants active expression of civic participation which will strengthen common European values such as solidarity, openness, understanding and liberty for combating poverty and marginalization through and in volunteering.

"Connect The dots" will be held in **Limassol, Cyprus** from **8th until 18th of March 2017**. Through using non formal learning methods such as workshops, discussions, simulation games and forum theatre it will provide to participants the competencies, skills and knowledge about poverty, marginalization, sustainable peace, human rights, anti discrimination policies and social cohesion in order for them to take actions as multipliers for greater social and community involvement in the framework of Erasmus+ Programme. The implementation of this project will result in higher level of awareness about the importance of social inclusion in the communities involved which will lead to greater effort in developing and implementing long term inclusion strategies, so we could all engage in making society where similarities are celebrated and differences are respected.

Participants Profile

The TC will gather 27 participants, including training team, that are coming from 8 different countries: Czech Republic, Croatia, Cyprus, Romania, Italy, Spain, Bulgaria and Poland.

The participants of this project are youth workers, youth leaders or multipliers that encounter in their work with youngsters that are facing issues exclusion or discrimination on any ground. Most of them are coming from deprived geographical, social or economical areas. Even though they have in working with young people in their local areas, because of their low access to information, new ideas and methods they cannot fully meet the need of their work. Since they have to constantly enhance their working performance, as well as develop according to society's needs, we believe that it is highly important to provide them knowledge, skills and methods needed for their personal and professional development. Also, we want to emphasize the need of networking that occurs in this kind of projects, since it is clear that it helps in developing youth work, which benefits both the participants of this project, as well as the youngsters they work with.

How to apply

Please FILL THE APPLICATION FORM: http://tmel.me/applicationform_CtD

Working methods and preparation for project

The project is organized from and for young people. Our activities during the preparation, implementation, evaluation and follow up phase ensure active participation of young people in each stage of the project. We want the project to make a positive change in the life of young participants and thus we value their reaction, opinion and feedback at every step of this project.

Working methods of this project are based on:

- active participation in workshops, presentations, study visits
- personal and group discussions
- brainstorming, and sessions for enhancing creativity
- personal development activities and reflection sessions
- team-building activities, energizers, games (music, dance)
- intercultural dialogue and presentation
- role play

Future participants are expected to make a small research prior to their arrival on the following topic: Which groups are excluded the most in their community, causes and consequences of that exclusion. They will present the results of the research in their national group during one of the sessions.

Financial conditions (travel, accommodation)

Accommodation and food: 100% covered by Erasmus + Programme

Travel costs: are budgeted according Erasmus + conditions (using the EU distance calculator)

http://ec.europa.eu/programmes/erasmus-plus/tools/distance_en.htm

Partners, maximum travel costs budget and number of participants are as follows:

Czech Republic - Tmelník o.s. - 360, 00 € per participant / 4 participants

Croatia – Udruga ENAS - 275, 00 € per participant / 3 participants

Italy – Socialab - 360, 00 € per participant / 3 participants

Bulgaria - Alternativi International - 275, 00 € per participant / 3 participants

Romania - Asociatia Hair Redivivus Buzau - 275, 00 € per participant / 3 participants

Poland - Stowarzyszenie Inicjatyw Regionalnych - 275, 00 € per participant / 3 participants

Spain – Ticket2Europe - 530, 00 € per participant / 3 participants

Cyprus - PlanBe, Plan it Be it – up on request / 5 participants

Reimbursement of travel costs of the participants is ALWAYS based on receiving all the eligible travel documents (tickets, invoices, boarding passes, etc.) **in original** (or in electronic original where available).

It is necessary to choose cheapest way of transportation (in case of over-priced ticket, we can only pay up to the price of a usual cheapest ticket for the route given). To avoid problems, make sure to select your tickets in advance and consult with us before booking! **Do NOT book tickets on last minute.**

For requesting the travel costs reimbursement payment, you need to fill in and send to us by email information about each tickets being reimbursed, in the Excel sheet which you can find here: http://tmel.me/CtD_Reimbursement_form

Travel costs reimbursement can be than processed in one of these ways (or its combination):

In cash during the project (*just for tickets present already...*)

- within 48h after you present us all documents required
- in case of bigger amounts (more than 200 €) this option is NOT possible, so we pay a deposit of up to 200 € and the rest is sent via bank

Via bank transfer in **EUR** during the project

- within 1-4 weeks after you present us all documents required
- needs IBAN, BIC/SWIFT, Name + address of the person (holder of bank account)

By your sending organization at home (the project partner)

- based on their own procedures and accountancy rules (cooperation requested).

Whenever you are requesting the payment of the reimbursement, remember that you can always receive **ONLY the money for eligible travel documents that we already received from you complete in original** (e.g. flights documents are complete only with boarding passes)!

Travel Tips

- Make sure you have a **valid (not expired) ID card or a valid Passport**.
- Make sure to have your **European Health Card** in your wallet.
- Pack in your hand luggage some “back-up” clothes and underwear in case your suitcase gets lost in the airport.
- **Keep all your boarding passes and travelling tickets** otherwise we will not be able to make any reimbursements.
- Only public transportation will be reimbursed (ex: taxi at your own expense).

Venue and Accommodation

- The training will take place in Limassol, a nice seaside city in Cyprus
- Venue place: Episkopiana Hotel <https://www.youtube.com/watch?v=hyl3VQpMrq9>
- Some info about transportation: <http://www.cyprusbybus.com/RouteDetails.aspx?id=106&t=2>
- Internet connection will be available at almost all venues of the project
- Towels are provided by the hotel but we advise to bring your own personal hygiene items.

In case you want to arrive in Cyprus before or stay longer after the training course, you have to arrange your accommodation at your own expense.

What to bring, what to prepare:

Materials About Your Organisation:

During the TC, each one will get the opportunity to present own organization in a visual way on Organizational Market Evening

We encourage you to bring as much –relevant- materials as possible.

To bring with you:

- English information about your organization; brochures, leaflets, etc.
- All relevant information you have on the previous international project(s) you’ve organized / been part off (reports, gadgets, and press releases).
- Picture, posters, etc.

Cultural Evening

Please bring something typical from your place: food, drinks, traditional clothes, music, any “strange stuff” to show, say us some curiosity about your traditions or social behaviors, teach us some dance, play a traditional game, everything but power point presentation and touristic video from YouTube!

Comfortable clothes

Make sure to bring comfortable clothes. During March the weather in Cyprus starts getting cooler. You will need some warm clothes along with few short sleeve t-shirts. Do not forget to bring a jacket with you just in case!

Personal insurance

Insurance cover for personal effects is the responsibility of the individual participant. You are recommended to ensure that you have adequate medical and travel insurance to cover the period of your stay in Cyprus. Neither our organization nor any venue used during the event can entertain claims against loss of or damage to personal property.

PROOF OF ALL THE TRAVEL EXPENSES

Please, make sure that you have all these papers when you come to the training (of course, the return boarding passes might be sent after the training or electronic version).

P.S. Please send us the prices of the tickets when you have them, so we could plan our budget.

NB! Please note that we cannot reimburse travel costs if you lose your tickets or we do not receive all details and proofs of your expenses!

OTHER IMPORTANT INFORMATION

Weather: The average temperature in March is usually 18°C degrees during the day and 14°C at night. Please check the weather forecast before you travel.

Electricity: Cyprus has the 240 Volt/ 50 Hz 3 pin electricity plus – so make sure you bring at least one adaptor with you.

Cyprus Time Zone: UTC (or GMT) +2.

Currency: Cyprus is part of the Euro zone. In Limassol you can use your credit cards (VISA, MasterCard etc.) almost everywhere.

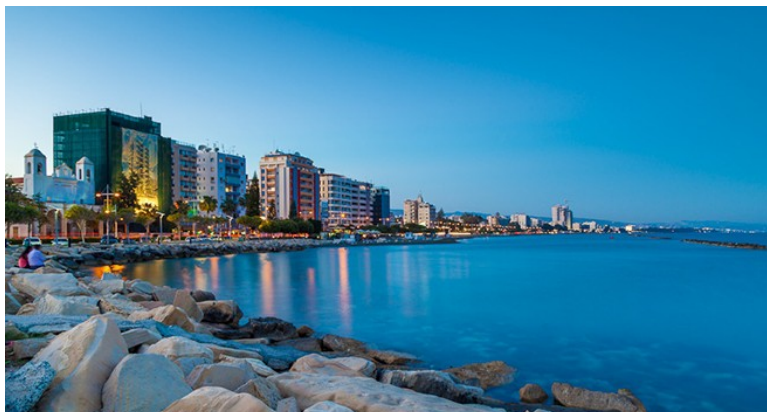
Emergency phone numbers in Cyprus:

Emergency number for all purposes: **112** (you can call from any device, regardless the country your phone number comes from)

More information about our previous project you can check here: www.facebook.com/Tmelnik.cz

For any further information or queries you have,
please do not hesitate to contact us:

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Looking forward to welcome you in Cyprus!!!