



Bulgarian Sports Development Association



“Vitamin S”

01 - 09 August, 2017

Info pack for participants

“VITAMIN S” is a Training Course (TC) that will deal with the importance of Sport as part of our daily life, benefits of physical activity, healthy living and active being. All this issues will be focused on the point of view of experienced youth workers, dealing with youngsters at daily basis and will highlight how to attract youngsters to be more active and healthy that will raise their study and work productivity.

This TC will be held in Sofia, Bulgaria.

Duration: 7 full working days activities, 2 travel days in the period August 01-09, 2017. The countries involved in the project are the following: Bulgaria, Bosnia and Herzegovina, Greece, Italy, Portugal, Romania, Slovakia, Spain, Jordan in total 37 participants (4 participants/per country).

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Learning objectives of the TC are:

- To raise knowledge and gain new experiences on attractive side of Sport and Healthy living and ways to promote them to the young people;
- To clarify the challenges of Sport and Healthy living as part of the daily life of the Europeans;
- To promote Sport as a tool for education regarding to content and methodology, non-formal and informal learning process, intercultural learning and impact on local community;
- To create a network of professionals (youth leaders, sport coaches social workers and Trainers) who work with young people with low levels of physical activity and lack of healthy living habits and by using those instruments, to try changing their realities.

The profile of the participants:

- Youth / social workers, sport coaches/specialists or youth leaders active within their organization;
- Be motivated to develop their competencies in inter-cultural dialogue and Sport;
- Already have experience in working with young people, organizing initiatives and projects;
- Be able to act as a multiplier in our local community, ensuring the snowfall effect;
- Have experience or prepare before the TC with concrete examples on the topic of education through sport from their work with young people;
- Be committed to attend for the full duration of the course;
- Preferable age - 25+;
- Able to speak in English, basic level of language knowledge is required in order that the participant feels comfortable during the event.

Participants needs, connected to the topic:

- Ability to gain new knowledge and skills in promotion of physical activity through young people;
- New tools and methods to use in their work with young people in order to motivate them to participate in physical activity in sport and/or to keep their motivation for participation;
- Exchange practices and ideas with specialists from another countries.



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Arrival day:

Arrival day will be Tuesday, 01st August, Sofia airport. Participants are asked to send their tickets to info@bulsport.bg and Bulgarian sports development association will provide information about transfers to the venue.

Departure day:

Departure day will be Wednesday, 09th August. Participants are asked to vacate their rooms before 12:00.

Dietary requirements and disability:

If you have any dietary requirements, disability or special needs that the organisers should be aware of, please notify Yoanna Dochevska (info@bulsport.bg) before Friday 21st July

Photography:

Partner organisation staff will take video and photograph throughout the duration of the Forum. Pictures will be shared on partner social network sites. Please advise us if you are aware of sharing pictures that you are on.

Weather:

The weather in Sofia is pretty warm in August, so be sure to pack comfortable clothes suitable for summer indoor and outdoor activities.

Clothes:

Please bring with you sport equipment for indoor and outdoor sports.

Agenda and Venue details:

You will be provided with an final agenda and venue details for the training before the training starts. The training team will meet in the beginning of July to finalise the programme.

Intercultural evening:

We are planning to hold as part of the NGO market an intercultural evening. This represents an opportunity for you to share elements of your culture and reality with the others.

Each country will have a certain amount of time to be on the red carpet and delight the rest of us with the beauty of its culture. Just a few examples of things you could

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prepare: food, drinks, dances, songs. We strongly recommend making this evening a very dynamic, interactive one, and not use of Power Point presentation.

Training and organisational team:

tbc – Trainer

Ivaylo Zdravkov - Reporter & Facilitator – Bulgaria

Yoanna Dochevska – Project coordinator – Bulgaria

Social media:

We created a FB group that can be used for communication before, during and after the event: <https://www.facebook.com/groups/yw.vitaminS/>

You are free to join ☺

Partner organisations:

Bulgarian sports development association – Bulgaria

“Tyrtaios” sports club for disabled – GR;

Jordan Youth Innovation Forum – JOR;

Asociatia de Turism si Ecologie pentru Tineret Zimbrul Carpatin – RO;

A.D.E.L. – Association For Development, Education And Labour – SK;

GreenRope – IT;

Associacao Juvenil da Ilha Terceira – PT;

Asociacion DESES-3 – ES;

Municipal Organization Red Cross of Novo Sarajevo – BIH.

Funders:

With the support of the “Erasmus+” programme of the European Union.



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Financial Aspects:

The training course will take place from 01 till 09 of August 2017 in Sofia, Bulgaria. Financial support has been provided by the Bulgarian National Agency for the "Erasmus +" Program (Key Action 1).

Therefore, "Bulgarian sports development association" will offer the following conditions:

- The travel costs from your home town to the venue will be covered according to the rules of "Erasmus+" Program. According to the new rules within the Programme "Erasmus+" we will reimburse the travel costs on the basis of the cheapest possibilities, e.g. second class railway tickets, APEX-flights etc., accompanied by the receipt of complete and original tickets, invoices, bills, receipts, boarding cards etc. upon a certain "contribution to the travel costs of participants, from their place of origin to the venue of the activity and return". This contribution is "based on the travel distance per participant. Travel distances must be calculated using the distance calculator supported by the European Commission".
- Board, lodging, local transports and all materials of the training course will be covered by the Organizer;
- The participants should arrange their own insurance for their travel and stay in Bulgaria;

Travel costs:

The travel costs will be 100% reimbursed in the limits of Erasmus+ rules. For the reimbursement please keep all the original tickets, invoices and boarding passes. The reimbursement will be done accordingly to the amount of the tickets, the maximum amount that can be reimburse for each country can be found in the table below. If the travel costs are bigger that the specified amount then, the extra amount is supported by the partner organization or by the participant.

Partner country:	Maximum reimbursement amount:
Bulgaria	0 euro
Bosnia and Herzegovina	180 euro
Greece	275 euro
Italy	275 euro



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Portugal	820 euro
Romania	180 euro
Spain	360 euro
Slovakia	275 euro
Jordan	275 euro

Reimbursement procedure:

You will be asked to complete a reimbursement form and keep:

ALL boarding passes, receipts, boarding passes and proof of purchases (originals and scanned copies)

We need to see the proof of payment for everything, namely that the credit card numbers should be on the ticket or the receipts should be added for cash payments.

Original documents will be sent to Yoanna Dochevska by post: **no later than 20th August 2017**

Bulgarian sports development association – Yoanna Dochevska

5B, Triaditza str, floor 1

Sofia 1000

Bulgaria

And scanned copies will be sent to info@bulsport.bg



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IMPORTANT INFORMATION:

A. Travel

1. Regular air tickets must be accompanied:

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

2. E-Tickets

- Must be printed out and include your name, the exact fare you paid, details of your flight on the same page;
- Be provided along with the credit card receipt for the payment or a copy of your bank statement (clearly showing the payment has been made)
- 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.

3. Train/Bus tickets

- It is important that arrival and departure times as well as the price are visible
- Invoices (if available).

N.B.

- Arrival dates should be maximum one day prior the start of the event.
- Departure dates should be maximum +1 day.

B. Accommodation

❖ You will be hosted in same gender two/three bedrooms. Accommodation and meals are provided by Bulgarian sports development association. Exact accommodation - to be announced.

C. Insurance and VISA

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- ❖ Issue yourself an insurance, ex. European Health Insurance Card.
- ❖ If selected for participation and in need to get VISA in order to enter Bulgaria, we will support the process.

D. Must know

- ❖ Currency – Bulgarian Lev. The Bulgarian Lev is pegged to the Euro. 1 EUR = 1.96 BGN. You may exchange money in banks and in any of the numerous exchange offices.
- ❖ Time zone: GMT (London) + 2 hours
- ❖ Electricity: 220 V, 50 Hz
- ❖ Prepare yourself for interactive workshops, outdoor activities, open discussions.
- ❖ Every participant must attend the full duration of the activity. If a participant refuse to, Bulgarian sports development association will request to pay the the full organisational costs for your stay 53 euro/ per day per participant.

E. Bring with yourself

- ❖ Comfortable clothes
- ❖ Information materials of your organisation - flyers, posters, business cards, etc.
- ❖ Typical food/drinks/dance costumes/presentation/story/interesting facts that you could present your country with during the Intercultural evening!
- ❖ Good mood! :)