

# INFO PACK



**MOVE ON!**



**TRAINING COURSE**

**LESZNO, POLAND**

**27.08 - 02.09. 2017**



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find here

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## 1. The project

Move On! is an international training course (27/08/17-02/09/28) which will take place in Leszno, Poland and will be implemented with youth workers using non-formal education methods. Sports, games, energizers and dances will be the tools and the method to promote inclusion. Using all participants' experience and ideas we will work on how to promote inclusion (in work with youth with less opportunities, in particular: migrants, NEET young excluded, poorly socialized). The project will be attended by 28 youth workers from 9 different countries - Poland, Greece, Bulgaria, Romania, France, Spain, Portugal, Slovakia and Italy. This means that the **gender balance** is required as much as possible in order to reach better results afterwards.

At the heart of this training course, there is very deep involvement and engagement by those who will take part on it by being active participants in all the workshops. We will be learning by 'experiential education', by doing and sharing. In this way, the objectives of the TC are the ones bellow. Participants will experience with this training course challenges and participation in group. They will be also tested in their leadership skills, team capacity and their impact on youngsters.

As participant, bring with you positive energy and motivation, because there will be a lot of work waiting for you. We also need everyone's commitment for it to work; but don't worry, we promise a lot of fun as well! :)

### **THERE IS NO PARTICIPATION FEE**

#### **1.1. Objectives:**

Develop and understand the concept of youngsters with disadvantages, understand the reasons behind the concept and its impacts in the society.

Learn more about fewer opportunities, NEET youngsters, geographical and economical disadvantaged youth and minorities. Discuss how to work in order to overcome the challenges of these groups and how to overcome challenges for the society concerning this topic.

With this project we want to **raise the quality of work with young people with fewer opportunities**, by understanding their needs and working on challenges the society can bring to them. We want to work on how to increase youth level of integration and active participation in the community.

Goal of the training is also to have **real impact** at local and national level by spreading the idea of the training course and its results and by conducting workshops after the project, for other NGOs, working with young people in their local environment or by leading activities for local excluded young people by using methods of non-formal education, learning through sport and by sport as an element of social inclusion.

The project is also a response of constant changes in the society and the need to adapt to them. In the same way, there is a constant and fast change in the methods to work with youth. So, another objective will be to get to understand how to work with those changes through non-formal education methods.

### **1.2.Participants' profile:**

The project will be implemented with youth workers involved in the organizations, who, in the context of European events, in particular - the large wave of migration to Europe, the growing proportion of young people NEET and youth at risk of social exclusion (or premature completion of education) are looking for universal solutions that support the social inclusion.

The training course is also directed to participants who want to be involved in working with excluded youth and want to explore how to motivate them to take part actively in the society.

The TC is directed to all those with positive attitude toward the topic and those who will be engaged in being part of the training, contributing positively for finding solutions for challenges which the topic brings to us.

Participants highly motivated to be part of the TC are more than welcome.

English will be the main language of the whole training. A participant for the TC needs to have good English skills (meaning by that, **able to communicate and express themselves and their thoughts in English**).

Everybody over 18 years old, active and able to work and speak in English, can apply. The English level might be checked by a Skype conversation.

It's also directed to those who can empower young people in organizations. And those who have ideas or whom want to develop new concepts which can be used in their future ERASMUS PLUS projects (youth exchanges, training courses, etc) in the topic of the TC. They are also welcome.

People with positive attitude and willing to learn and share are also very welcome in the TC.



\*\*\* The participants, once selected, will be asked to sign an **agreement** with the Host Organisation stating they know the rules of Erasmus+ important for this Training Course and compromising to follow the rules of Erasmus+ programme.

### 1.3. Schedule:

The schedule is still being updated by the trainers., once there was the need to change some of the activities. Soon, the agenda will be send by email to the partner organizations.

The agenda for now, can be found here:

<https://drive.google.com/file/d/0ByKPGpuawyvjMFBxVTk4QndvdjQ/view?usp=sharing>

**This is a temporary agenda.**

In any case, even though, the agenda is still being updated, you can count with discussion sessions, work in small groups, games, sport and dances as an experimental learning, cultural presentations, NGO presentation and yard games prepared by each nationality.

→ **Information about cultural evenings:** For the Intercultural evening - We kindly ask you to prepare interactive presentation of your country (you can present here your food and drinks, music, traditional dances, some story etc.). Creativity is the basic requirement. You are welcome to bring "gastronomic" specialties from your region or country: food (it may be possible to eat food, but not to cook it at the training center) and drinks for this evening. Please bring a map, posters, postcards and leaflets to give a picture of where you come from. Please note that, if you bring videos or computer presentations with you, you will only be able to show them during the free time, if other participants would like to watch them. You may bring music, modern or traditional, that you want to play during the intercultural and other evenings. Bringing with you different games to be used during the informal moments is not forbidden! :)

#### **1.4. Main Activities:**

The main activities of the project will involve learning by doing, using sports, games and dances as a way to experience how to include or promote inclusion. We will be doing sports, we will be taking part in games, we will develop discussions and we will dance. More than everything, we will enjoy, have fun and learn all together.

More activities held during the TC:

- Meetings, discussions, practical work, icebreaking, team building;
- Introduction and usage of YouthPass, reflections, evaluation activities;
- Country presentations of partner youth organizations, youth initiatives;
- Group exercises, games, quizzes, simulations, educational activities and methods to promote inclusion among youth;
- Generating non-formal methods for teaching young people about innovation and empowerment;
- Setting further work-plan: preparing Erasmus+ projects.



## !!! HOMEWORK !!!



The participants, once selected, should get informed about Erasmus plus programme in KA1 and KA2 actions, at least;



They should have contact with the sending organization and know which kind of job can be developed in the future;



They also should be able to present the organization in youth excluded work in the past and reality at the local level;



They should be familiar, at least, at the basic level about youth minorities, youth exclusion and youth work.



They should have a **pre-departure meeting** with the Sending Organization where participants will be provided with the necessary travel knowledge, including organizational aspects (travel, accommodation, cultural, and content-related). In this meeting, the participants should also **sign the agreement**, *a pre* project. That document should be scanned and sent to [erasmus@fundacja-cat.pl](mailto:erasmus@fundacja-cat.pl)



The partners who agreed previously on developing workshops during the activity week, must send participants who can and know how to implement those activities.

## 2. Partner Organizations:

**and number of participants to send to the project**

Hosting Organization - [Fundacja Centrum Aktywności Twórczej](#), Poland - 3 people

Politistiki Anazitisi Lesvou Amke, Greece - 3 people

Asociacia za Razvitie na Bulgarskia, Bulgaria - 3 people

Civic Orientation and Social Integration, Romania - 3 people

Aux Couleurs du Deba, France - 3 people

Eurodynamis, Spain - 2 people

Asociación para la Participación, oportunidad y desarrollo, Spain - 2 people

Associação All Humans, Portugal - 3 people

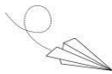
Youthfully Yours, Slovakia - 3 people

GLOBE - Global Learning Opportunities for Better Education, Italy - 3 people

### 3. Venue:



The Training Course will be held in Leszno, in Poland. The beautiful town is located aprox. 90km away from Wroclaw and aprox. 87km away from Poznan, in the western side of Poland.



First of all, you should find a flight to Wroclaw, Poznan or Berlin Airport. You can also fly to Warsaw, but it won't be so easy to reach Leszno.

When you get to Leszno, by train, bus or car, this is the main street and the main square:



More info about [Leszno](#) and its [history](#).

If you find these pictures in real life, you got to your goal. If you don't, so please contact the coordinator as soon as you can.

**IMPORTANT INFORMATION:** If there will be groups arriving at the same time, **during the night**, it's possible to pick you from the airport.

**If two groups are coming in similar time from the airport, we may pick you from the airport (8 people) because we cooperate with some local travel companies.**

### 3.1. Accomodation & Food

The main activities of the Training Course will be happening at the same place as the hotel. We will all stay at hotel [Sandro Silver](#), in Leszno town, street Antoniny 11, 64-100 Leszno. It's 10min by walk from the main square.



→ There will be 2-3 people shared rooms, with private bathroom and you might have to take your own towels. This information is still about to be confirmed. The **Wifi** connection will be provided.



→ We will also be having meals at the restaurant, in the hotel. Food includes breakfast, lunch, dinner and healthy snack breaks - twice per day.

Any special request you have concerning the accommodation, you should contact the project coordinator. She will try to manage as much as possible anything you need.

**The meals will start on 26.08.2017 evening (dinner) and will finish on 03.09.2017 (breakfast).**

## 4. Reimbursement Rules



**Accommodation, food and materials** - 100% funded by the EU. This includes everything, except for travel costs.

**4.1. Travel costs:** The project covers travel from your home town to Leszno, both ways.

A unit cost of the travel costs will be reimbursed after the project, when participants will send the full documentation of their travel tickets. This cost is related to distance calculator.

Please note that travel costs will be reimbursed on the basis **of original tickets, boarding passes and invoices/receipts for travel**. Only direct travel from place of residence to Leszno will be considered (no stop-over's exceeding 12 hours). Only cheapest/economy class travel will be reimbursed and also public transports. Only actual expenditure/tickets will be reimbursed – no pre-payment for tickets not purchased. The project doesn't cover travel by taxi.

Participants who are not able to buy tickets online or in advance and cannot give us tickets before the end of the Training Course, will have to send us the tickets once they get home- **scan it, send it by email and send by post the original tickets**.

**The reimbursement will be done when:**

- All the tickets (originals) will get to the Foundation;
- The final report will be done online.

\*\*\*The reimbursement will be done according to the **Erasmus+ programme rules**.

That means that the participants should be **engaged in 100% of the project**.

Punctuality counts as well.

**Travel limits per person:**

- Poland: 0€
- Slovakia: 180€
- Greece, Bulgaria, Romania, France, Italy: 275€
- Portugal and Spain: 360€



We recommend you to ask for suggestions before you buy your tickets. Send us the travel plan, when you get everything done. We are here to help you, just contact us. if you need to fly after the official travel dates, please contact us. **Tickets for travel out of the official dates bought without approval, will not be reimbursed.**

## 5. What to bring with you:

- All travel documents;
- Bring with you comfortable clothes for activities inside and outside. We will be doing sports, so comfortable clothes and shoes are very important; → Swimsuit and towels;
- Presentation about the sending organization (activities they previously participated in, non-formal learning methods used, etc). We want to share knowledge and know better each other and maybe cooperate in the future;
- Presentation about volunteer in your country;
- Energizers that could be done on the mornings/ after lunch break - each participant will be asked to prepare an energizer every day, so please, be ready;
- Alls material and things you need for the activity;
- If you don't take with you computer, we recommend to take USB key or any external memory for pictures;
- Bring with you board games if you think we can play it;
- Anything you think you will need during stay in Poland and of course **GOOD MOOD** and **POSITIVE ENERGY**.



## 6. What to Know



### HEALTH INSURANCE

Please make sure that coming to the project you have a valid health insurance, eligible to have a medical treatment abroad! This is absolute crucial if you want to join the project. You can obtain **European Health Insurance Card (EU)** or **buy travel insurance**

covering potential medical needs. Costs regarding Health Insurance are not reimbursed by the project.

### **SPECIAL NEEDS**

Any kind of special needs you have, concerning diet, food requests, etc, please contact the Host Organization as soon as you can: mara.adr@gmail.com.

### **EXTRA NIGHTS**

If you need to stay in the hotel longer than the project dates, please contact the organizers of the project. Unfortunately the project cannot cover the extra nights/stay and food. If your flights are earlier or later than the project dates, then you have to find accommodation for yourself. You can always contact the organizers to help you with a place to stay.

### **BOOK FLIGHTS**

If you need any help looking for flights, don't hesitate to contact us. Once you contact the coordinator, she will help you step by step with the whole travel process. There will be also sent a more detailed guide how to get to Leszno.

### **TIPS**

Once you get to Poland and you try to reach Leszno, be aware that English is not very popular and it's not always easy to find an English speaker. Our suggestion after previous projects is: once you try to buy bus or train tickets to Leszno, **SHOW** the name of the city. Don't try to tell it, because you might get to a different city with the same name or to another city with similar one.

Remember to show - **LESZNO; WIELKOPOLSKA**. This is your destiny. :)

### **CURRENCY**

In Poland we use PLN – Polish ZLOTY. 1 EUR more or less 4,2 PLN. You can change some money at the airport. Once you get to Leszno, there will be also some places to

change money. The national place to change money is called KANTOR (the polish word).

## WEATHER

In August and September the weather in Poland use to be warm, rather hot. However, the weather in Poland can change a lot during the week. The temperature might be between 15° and 35°C with some raining, sometimes. Be ready for warm summer, but bring some warm clothes as well, because during the night gets colder.

### USEFUL EXPRESSIONS:

1. Dzień dobry! - Good morning/ Hello
2. Dobry wieczór- Good evening
3. Przepraszam - I am sorry
4. Dziękuję - Thank you
5. Proszę - Please/ You are welcome



## 7. Contact Us:

If you have any questions, concerning the travel, the project, your preparation or any other matter, don't hesitate to contact us at: [erasmus@fundacja-cat.pl](mailto:erasmus@fundacja-cat.pl)

You can also visit our organization's website - [Fundacja Centrum Aktywności Twórczej](http://Fundacja Centrum Aktywności Twórczej) and find out what else we are doing.



Find us also on our facebook page:

[https://www.facebook.com/fundacja.cat/?hc\\_ref=NEWSFEED](https://www.facebook.com/fundacja.cat/?hc_ref=NEWSFEED)

### CONTACT PERSON:

Our coordinator is [Marlena Pujza-Kunikowska](#) and [Mara Rodrigues](#). For any information, please contact her

by email: [erasmus@fundacja-cat.pl](mailto:erasmus@fundacja-cat.pl) or

by phone: 0048 660 278 683



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