

INFO PACK

Project

“Contact Making Seminar New prospects for Minorities and Inclusive Europe”

Dates of the Seminar

23.08.2015 - 31.08.2015

Day of arrival in Potenza: 23.08.2015 - Day of departure from Potenza: 31.08.2015

Working days: 23.08.2015 – 30.08.2015

Venue of the Seminar

Place: Potenza (PZ) - Country: Italy

The seminar will be carried out within the Europe Direct Basilicata office of the association EURO-NET (over 100 square meters spread on two floors) located in the historical center of Potenza.

Trainer

Will be mr. Kirill Babichenko.

Of course he will be helped by many other local operators.

2 senior facilitator and 1 junior facilitator and team of organisers

Language of the Seminar

English

Expected number of participants

N.30 participants. So n.3 persons from each of the following Partners:

- 1) EURO-NET (Italy)
- 2) OPORA (Russian Federation)
- 3) CEDES (Moldova)
- 4) ASOCIACIJA AKTYVUS JAUNIMAS (Lithuania)
- 5) DANISH INTERCULTURAL ORGANISATION (Denmark)
- 6) ARMENIAN PROGRESSIVE YOUTH (Armenia)
- 7) SIQA (Georgia)
- 8) GUIDE (Bulgaria)
- 9) NGO K.A.F.A.Y.STELLA (Ukraine)
- 10) PLANBE, PLAN IT BE IT (Cyprus)

The background of the participants:

- Youth workers, leaders, trainers, multipliers
- High motivation
- From 18-30 years
- Gender balance among national groups will strictly be required

- English will be the working language. Participants must have sufficient understanding of English.
At least 4 participants must be with Fewer Opportunities.

Main activities/programme

23.08.2015

Arrivals of participants
Getting to know each other
Welcome Evening

24.08.2015

Formal Presentation of the Seminar (EURO-NET, Staff, Venue, Partners, Missions)
Expectations and Fears activity
Non Formal Education and Youthpass
Team building
NGO Fair and let's cooperate

25.08.2015

What is a Minority? What is European Citizenship?
Overcoming cultural barriers
Stereotypes about Minorities
Instruments for protection of Minorities and What we can do?
Where do I stand?
Intercultural Evening I

26.08.2015

Country Sharing about Minorities I
Country Sharing about Minorities II
Minorities as seen from outside-media
EU Youth Programmes and Policies
European Identity, Inclusion and Cultural Diversity
Promoting Erasmus+ with Experts
Experience Café and Erasmus+
Intercultural Evening

27.08.2015

Presentation of Erasmus+ 2014-2020
Project management
Practical exercise Innovation
Discuss common projects I
Discuss common projects II
Visit to NGO working with minority issues
Movie Night

28.08.2015

Prepare common projects I
Prepare common projects II
Presentation of common projects

Experience of youth projects in different countries Presentations
Experience of youth projects in different countries Presentations
Game Night

29.08.2015

Improving quality of youth project
Cooperation I
Cooperation II
Result booklet of the project -PART I
Movie Night

30.08.2015

Result booklet of the project -PART II
Result booklet of the project -PART III
Self evaluation
Final Evaluation
Closing ceremony

31.08.2015

Departures

For more details on the programme see the excel file attached (file n.05)

Accommodation and meals

The participants will be accommodated in hotel rooms (double/triple/quadruple) equipped with all comforts in a 4 star hotel located at about 100 meters from where the seminar's office, in the centre of the town of Potenza. The hotel (Grande Albergo - <http://www.grandalbergopotenza.it>) will be reserved directly by us after receiving your registration forms and plane tickets.

The GRANDE ALBERGO will offer full board (breakfast + lunch + dinner - only mineral water included - no wine - no beer - no other drinks).

Hotel Information

You do not need to take with you towels and/or blankets because you will find all in your room in hotel (every room has of course a private toilet/bathroom inside the room).

In the hotel you will receive full board. The FULL BOARD includes only:

- 1) BREAKFAST: Italian breakfast at BAR in the hotel (this means 1 coffee or tea or milk or chocolate + 1 croissant)
- 2) LUNCH: a kind of pasta + meal or something else + bread + fruit + mineral water
- 3) DINNER: a kind of pasta + meal or something else + bread + fruit + mineral water

The menu is generally fixed so it cannot be chosen but for example if you are vegetarian you can inform us and the hotel will prepare something different for you.

For the days of trip we will ask to the hotel a little packet-lunch (generally 2 sandwiches + 1 fruit + 1 bottle of mineral water 33cl.)

Travel Reimbursement

We remember you that to obtain the travel reimbursement of real cost of travel **till the established amount calculated with Erasmus rule of DISTANCE CALCULATOR** (only tickets of apex or touristic flight, second class train or bus) each participant must give use:

- original invoice (with stamp of travel agency that confirm the payment done)
- original tickets of flight and train or bus
- original boarding cards

The reimbursement of travel costs will be done by bank transfer to the PARTNER ORGANISATIONS only after receiving all travel documents in original. The travels not adequately reported cannot be reimbursed. All the invoices should be in EURO. Maximum amount of the reimbursement for each participant:

OPORA	Russian Federation*	360 euro per participant
CEDES	Moldova*	275 euro per participant
AS. AKTYVUS JAUNIMAS	Lithuania	275 euro per participant
DANISH INTERCULTURAL ORG.	Denmark	275 euro per participant
ARMENIAN PROGR. YOUTH	Armenia*	360 euro per participant
SIQA	Georgia*	360 euro per participant
GUIDE	Bulgaria	275 euro per participant
NGO K.A.F.A.Y.STELLA	Ukraine*	275 euro per participant
PLANBE, PLAN IT BE IT	Cyprus	275 euro per participant

*** Visa**

For the VISA the NA has recognized (for the countries indicated with *) the total amount of 450 Euro to be divided for 15 participants (so 30 Euro maximum for each participant)

Insurance

All the participants MUST have a travel insurance for the whole period.

Climate

In Potenza, in august we have generally 22-28 degrees but it can change and rain. So take with you some jacket please. It is better!

Intercultural Evening

It is planned an intercultural evening during the meeting. So please take with you some product from your country (drinks, food, music, etc.) to be presented to the other participants.

Participation fee

For the very high costs of the seminar each participant has to participate at the subsistence/organization cost with **60,00 Euro to be paid in cash in EURO during the meeting directly in our association.**

Suggested Airports

Potenza is the capital city of the region Basilicata and the closest airport is Naples (160 km far from Potenza) - otherwise you can choose Rome (360 km far from Potenza). Some info about the city of Potenza are available in the attached file n. 01 titled "Potenza description".

ATTENTION: Depending on your arrival/departure times in the airport, if possible for ALL PARTICIPANTS, we will try to organize a private bus: we will inform about this possibility only after receiving all your travel details. In case it should NOT be possible below you have indication to arrive in Potenza.

A) NAPOLI (Naples)

We suggest you to fly to **Naples airport (NAPOLI CAPODICHINO)** that has also a direct bus to Potenza with the company LISCIO AUTOLINEE (<http://www.autolineeliscio.it>): see the yellow flag in attached file n.02 "Naples Airport Map". The LISCIO bus costs 8,10 Euro per way (the timetable and the costs are in the file n.03 "Liscio bus timetable"). Pay attention: not all the bus courses of LISCIO arrives and leave directly from the airport CAPODICHINO! Some of them arrives and leave from NAPOLI town: so please read carefully the file!

In case your flight cannot permit to take the LISCIO bus, you can take also from the airport the ALIBUS (a course every 15 minutes) to the Central Train Station of Piazza Garibaldi in Naples and then take a train to Potenza Central Station (for the trains see <http://www.trenitalia.com/> and click on the UK flag to have the English version).

B) ROMA (Rome)

From Rome you have to take a train to Potenza Central Station: see <http://www.trenitalia.com/> and click on the UK flag to have the English version. Here you can find all the trains to come to Potenza and to leave from Potenza.

Arrival time:

ARRIVAL FLIGHT: YOU MUST RESERVE AND BUY A FLIGHT THAT PERMIT YOU TO ARRIVE IN POTENZA TILL 14:00 to have the lunch in the restaurant and to make the activities of the first day that is also a day of seminar.

ATTENTION: It is completely forbidden to arrive a day before or after!!

DEPARTURE FLIGHT: YOU MUST RESERVE AND BUY A FLIGHT THAT PERMIT YOU TO LEAVE POTENZA at the time you prefer (we suggest you to leave after the breakfast of 31/08/2015 not to lose the breakfast but it depends on your flights of course)

ATTENTION: It is completely forbidden to leave Potenza a day before or after!!

Registration form

Please fill the file n.04 "Seminar registration form" in attachment with all your participants and send it to our e-mail address: euro-net@memex.it with the e-mail object

"Registration form for the Seminar << Contact Making Seminar New prospects for Minorities and Inclusive Europe >>

In case you need more information or help, you can contact us at the same e-mail address.

Our contact details:

- E-mail: euro-net@memex.it
- Tel. In office +39.0971.23300
- Tel/fax in office +39.0971.21124
- Mobile of Antonino Imbesi: +39.328.886881

We will send you more details as soon as we will receive your registration forms.

We are ready to receive your registration! ☺