



Erasmus+



Info Pack

Erasmus + KA1 Mobility of Youth Workers TRAINING COURSE

Project Name : **Step by Step Participation**
Activity Date : 16-22 May 2018 (6 night 7 days)
Place : KAYSERİ / TURKEY
Partner Countries : Lithuania, Italia, Sweden, Spain, UK, Bulgaria and Turkey

Our Project Aim

The Active Participation of young people in democratic life is a priority of the training course project. Our project aim is encouraging young people to take an active part in society, to increase their participation in the system of representative democracy as well as to support any initiative that encourages and teaches active participation.

Project Objectives

- To understand better and wider of participation of young people, both in youth work and in dairy life.
- To analyze current youth participation realities
- To see problem about youth participation in all local, national and international level.
- To transfer experiences with other participants about participation of young people in our local, region and country.
- To understand the needs and potential the young people have
- Develop actions to promote youth participation
- To develop understanding principles of youth participation.
- To increase cooperation and to facilitate connections between the participants.
- To develop skills and abilities necessary for the successful realization of new projects.

Methodology:

Non-formal training methods will be used during the project activity such as discussions, simulations, games, workshops, theatre plays... etc.

Participants' Profile

Young people who;

- are interested youth participation, youth policy and active citizenship on youth field
- has experiences in youth work
- are over the age of 20 - 40 years old
- have minimum intermediate level of English
- are geographically, economically, socially and culturally disadvantaged (Priority)
- has/have high motivation to project activities
- can commit to stay for the whole duration of the project

You are welcome to join us!



Erasmus+



Participant Application Form

Please fill in Application form **till 01 March 2018**

Application form: <https://goo.gl/forms/UrdFUXCaNr8iE1FI2>

Accommodation

Participant will share rooms from other countries people. Room type will be 2,3 and 4. We will arrange rooms and who will stay with whom. So participants can't select their roommate. The accommodation place was not finalized yet. So, you will receive another info later. It will be hotel in Kayseri Center.

Travel

Travel days of the project; **Arrival:** 16 May 2018 **Departure:** 22 May 2018

You should use **Kayseri Erkilet Airport (ASR)**.

You may fly from your country to İSTANBUL after that you may fly to KAYSERİ.

NOTE:

Early arrivals or late departures will be the own responsibility of the participants. According to Turkish NA the travel going back must be realized by participants on direct way within **maximum of 2 days**. In case of longer stays or indirect travel (holiday, travel, etc) there is no chance of reimbursement

Budget of the Project

Budget of the programme is set according to Erasmus+ KA1 rules. Participants of the project will be reimbursed for their travel expenses according to below table and visa cost. Organizers will provide accommodation and food during the whole period of the project.

Here below the table will help you to see the maximum amounts you will be reimbursed. If participants spend more than the calculation of the Distance Calculator, it will be participants' responsibility to pay the rest of the traveling cost. If participants will spend less than the below mentioned amounts, they will be only covered for the amount they spent.

Country	Partner Organization Name	Number of Participants	Max Reimbursement Per Participants
Turkey	Kayseri Eğitim Kültür ve Gençlik Derneği	3 Participants	0,00 €
Lithuanina	Europos demokratijos plėtros centras	3 Participants	275 €
Italy	Erasmus Youth Club	3 Participants	275 €
Sweden	Integration För Alla	3 Participants	360 €
Spain	Asociación Prorise	3 Participants	530 €
UK	Opportunity Global	3 Participants	530 €
Bulgaria	International Youth Activity Centre	3 Participants	275 €

You are welcome to join us!



Erasmus+



Reimbursement

- If all documents provided (Invoice for flight, bus, train tickets boarding passes for flight) the reimbursement will be done at the end of the project. If not, after the project, by bank transfer. Bank transfer fee will your responsibility.
- If they will have return local tickets in their own country. They should buy while coming to the project.
- Tax/ Vat and other kind of fee will not be reimbursement.
- We need your all receipts, tickets and boarding passes (for both ways). So when you are coming, keep them. After the project you should send us (scanned by email and originals by post) all the tickets and boarding passes of the travel back home from Turkey. (for flight you must bring invoice + ticket + boarding pass, without one of them we can't reimburse)
- Insurance will be participants' responsibility.

Tasks for participant

1. Please bring information to present your Organization(NGO) for the **NGO fair** session. Do not forget to bring materials about your organization (leaflets, posters, photos, videos... etc.) You can share your projects, best practices...Each country will have maximum 5 minutes for presentation.
2. We will create a **booklet of the project** which will include all the NGO's participating to the project. So, we kindly ask you to bring one page information and some pictures, logo of your NGO. Please bring them (PC format) with you to design booklet together.
3. There will be **official visit** during the project. If you want you can bring some specific things of your countries.
4. Please prepare to present your country on the **inter-cultural evening**; some foods, posters, games, music..... (There is no opportunity to use the kitchen for preparing food) Each country will have maximum 5 minutes for presentation.
5. Please make research about **youth participation and youth policy** in your Country. You may find good practices / examples from your country. You may interview with local and national authority. We will prepare together good example methods on youth field. You may find internet or ask your organization.

Communication

To facilitate the communication between all, we have created our Facebook group. Please add yourself to the group through the following link:

<https://www.facebook.com/groups/stepbysteparticipation/>



Youthpass

All participants receive Youthpass certificates. Youthpass is a part of the European Commission's strategy to foster the recognition of non-formal learning. It is available for projects funded by Erasmus+: Youth in Action (2014-2020) As a tool to document and recognise learning outcomes, it puts policy into practice and practice into policy:

- While creating their Youthpass Certificate together with a support person, the participants of the projects have the possibility to describe what they have done in their project and which competences they have acquired. Thus, Youthpass supports

You are welcome to join us!



Erasmus+



the reflection upon the personal non-formal learning process and outcomes.

- Being a Europe-wide validation instrument for non-formal learning in the youth field, Youthpass contributes to strengthening the social recognition of youth work.
- Describing the added value of the project, Youthpass supports active European citizenship of young people and of youth workers.
- Youthpass also aims at supporting the employability of young people and of youth workers by documenting the acquisition of key competences on a certificate.

Contact:

Project Assistant: Ms. Karolina Matlahova
Email: stepbystep participation@gmail.com

Coordinator: **Mr. METIN UNAL**
Email: metinunal1970@hotmail.com
Mobile: +905325591562

Trainer: **Mr. SERDAR OSMAN DOBUR**
E mail : serdardobur@windowslive.com
Mobile: +905305260315

You are welcome to join us!