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Erasmus+ Programme
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INFO PACK

“Empowering Minorities: a project to improved practices for work with minorities”

KA2 –Capacity Building in the Field of Youth

Dear project partners and participants,

*We are very glad to welcome you to the project “Empowering Minorities: a project to improved practices for work with minorities” which starts from **November 15th 2018 – November 14th 2019.***

PROJECT DESCRIPTION:

Project “Empowering Minorities: a project to improved practices for work with minorities” is a long term project which is combined with mobility activities and also capacity building activities.

PROJECT OBJECTIVES:

To strengthen capacities of youth organizations involved in the project to work with ethnic and religious minority young people;

To develop capacities of the participants of mobility activities to support personal and professional development of ethnic and religious minority young people through non-formal base activities;

To increase capacities of the participants of mobility activities to apply at their work door to door approach and family involvement approach;

To increase capacities of the participants of mobility activities to involve local authorities in the process of empowerment of ethnic and religious minority young people;

To develop and test 12 tools for work with ethnic and religious minority young people;

To increase knowledge of the participants and participating organizations on Erasmus + Programme;

PROJECT ACTIVITIES:

- 1-Training Course in Albania
- 2- Training Course in Kosovo
- 3- Capacity Building in all partner countries
- 4- Study Visit in Macedonia

TC 1 aims to increase the knowledge of the participants on key terms and concepts connected with working with minority youth including the capacities to include the families and local authorities.

TC 2 aims to support development of new tools, to increase knowledge of the participants on Erasmus + Programme and project management of youth projects and door to door approach.

Capacity Building Activities aims to test and to finalize tools developed during second training course, to finalize TOOLBOX of minimum 12 tools for youth workers, leaders and educators working with ethnic and religious minority young people. Capacity building activities will have form of workshops. The participants of mobility activities, especially, the training course 2 will be responsible to prepare, deliver and evaluate the 4 workshops in their countries min with 15 people each.

Study Visit aims to provide to the participants an opportunity to explore the practices of Macedonian organizations, to interact with the staff, volunteers and ethnic and religious minority young people involved in the organizations' activities when possible.

METHODOLOGY

Mobility activities will be based on methods and techniques of non-formal education. It will reflect the key principles of non-formal learning: holistic approach, learner oriented, self-directed learning and active participation.

PROFILE OF PARTICIPANTS

Mobility activities are designed for youth workers, youth leaders who: work with ethnic and religious minorities; are interested to work on development of new tools addressing the needs of ethnic and religious minorities and on developing new project proposals. Moreover each partner organization must involve minimum one participant who is with fewer opportunities and represent ethnic or religious minorities.

Additionally, for each project is expected from the participants to:

- Be 18+ years old
- Have strong motivation and interest in the project activities.
- Able to implement CB activities in local level
- Have a good command of English
- Be able to make dissemination and visibility of the project.

Please keep gender balance during the participant's selection. In case of difficulties please inform organizers in advance!

TRAVEL COSTS

COUNTRY	ORGANIZATION	NUMBER OF PARTICIPANTS			TRAVEL COSTS PER PARTICIPANT		
		Activity 1	Activity 2	Activity 3	Activity 1	Activity 2	Activity 3
		Albania	Kosovo	Macedonia	Albania	Kosovo	Macedonia
Albania	Dyert e se Ardhmes	3	3	4	20 EUR	180 EUR	180 EUR
Czech Republic	EUROPEAN YOUTH CENTRE BRECLAV	3	3	4	275 EUR	275 EUR	275 EUR
Greece	KINONIKI SINETAIRISTIKI EPICHERISELLINIKI SYMMETOCHI NEON	3	3	4	275 EUR	275 EUR	180 EUR
Italy	MINE VAGANTI NGO	3	3	4	275 EUR	275 EUR	275 EUR
Macedonia	Association Civil Centre for Sustainable Development EGRI	3	3	4	180 EUR	180 EUR	
Serbia	The World of words	3	3	4	180 EUR	180 EUR	180 EUR
Romania	ASOCIATIA PENTRU DEZVOLTARE ACTIVA	3	3	4	275 EUR	275 EUR	275 EUR
Kosovo	CENTER FOR EDUCATION AND TRAINING PRIZREN	3	3	4	180 EUR	20 EUR	80 EUR
Montenegro	MLADIINFO MONTENEGRO	3	3	4	180 EUR	180 EUR	180 EUR

TRAVEL DETAILS (Activity 1)



For participants coming by plane to Tirana airport our volunteers will wait for you in airport and arrange the local transportation.

For participants coming by bus you can travel directly to Durres and there we will help you to reach the hotel. Further details will be discussed through emails.



FINANCIAL ASPECTS:

Hosting organization will cover 100% of food and accommodation. Travel costs will be covered based on travel distance calculator by European Commission: <http://erasmus-plus.ro/erasmus-plus-distance-calculator-budget/>

Travel costs will be reimbursed via bank transfer after the activity on condition that participant was present in all activities, has used cheapest means of transportation and submitted all original invoices, boarding pass and tickets and also has done the dissemination activities and shared proofs and links with hosting organization.

Taxi and first class tickets will not be reimbursed.

Reimbursement will be done in EURO, regardless of the currency indicated on your ticket and receipt/invoice.

Health insurance is not provided by the organizers. All participants are required to purchase their own health insurance cover individually

Participants are allowed to arrive max. 2 days earlier OR leave 2 days later after the official mobility dates, however any extra stay (including food and accommodation) will not be covered by the organisers.

Participation from the beginning till the end of the mobility is mandatory. Absence without the prior agreement with the organisers will lead to expulsion from the programme and will result in the cancellation to reimbursements of the travel costs and accommodation.

PREPARATIONS (Activity 1)

Please prepare a short description of the **organization** in English for the presentation to other participants.

Bring photos, brochures, newspapers or anything that can present activities of your organization for the NGO Fair. You should be prepared for a short presentation and it's not necessary to use computer or other equipment. You get an opportunity to make posters or other creative things for your presentation what you leave on the wall for longer time and the others can check it anytime.

An **intercultural evening will take place**. Please bring some typical food, drink, national specialties, songs, instruments, flag, brochures etc. to present your culture to the rest of the group.

Don't forget that...

The reimbursement will be only by bank transfer after we collect all the original tickets/boarding passes/bills that prove your travel.

Please keep with you all **original boarding passes**, invoices, receipts and tickets of your travel. We will not be able to reimburse your travel costs until we got all original travel *documents!*

Also the travel costs will not be reimbursed in case that the participants will not take active part in projects sessions.

Weather:

Generally speaking is winter weather, which means that is cold. There are also chances to rain. To have a better idea we invite you to search for weather Durres on Google.

CONTACTS

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If you have any questions do not hesitate to contact us.

See you soon in Albania 😊😊😊