

## Frequently Asked Questions – Projects hosted by Europe4Youth

### WHO CAN PARTICIPATE?

**Q: I am doing my EVS/Erasmus studies abroad, can I still take part in the project?**

A: *No, it is not possible. The general rule of European Commission projects forbids “double financing” – so taking part in more than one project at the time.*

**Q: I am under 18 years old, can I still participate in your project?**

A: *Yes, you can. Although there are few more conditions that must be fulfilled. If there is an organized group from your country (mostly in case of youth exchanges), with the youth leader appointed by the sending organization she/he will take a full responsibility for you. In case, that there is no organized group and every participant from your country is coming by her/himself (mostly in case of training courses) you need to send us a written permission to participate in the project, signed by your parents, even before booking the flight.*

**Q: How can I know that I am officially appointed to take part in your project?**

A: *Recruitment of participant is a responsibility of the sending organization in every partner country. Those organisations are your first contact concerning this project. If you found the information about the project by yourself make sure, that you are officially selected by the sending organization. We can host only participants confirmed by our partner organisations.*

### TRAVEL:

**Q: Could I arrive to the city of the project 2 days before the project and stay after for some time? I would like to spend some days to see the city. Will I still get my travel costs refunded?**

A: *Yes, it is possible. According to the Erasmus+ traveling before and after the project is allowed if it take place in the logical period. So, you can come up to 5 days before the arrival and/or stay after the departure day. Keep in mind that Europe4Youth is providing the accommodation only for the project dates, so for any additional days you need to organise it yourself. Don't forget that the travel costs will be reimbursed only up to the limit mentioned in the infopack.*

**Q: When will I get back my travel expenses?**

A: *All travel reimbursements will be done in cash on the last day of the project. Remember, that the main condition to receive the travel cost is full participation in the project – full attendance from the first until the last day of meeting and presence at least 80% of the project sessions.*

**Q: Our organization paid the tickets for the whole group. Is it possible to get the reimbursement by the bank transfer?**

A: *As a general rule we are paying out the travel expenses to each participants/group leader in cash, during the project.*

**Q: What kind of documents are needed for the travel reimbursement?**

A: *Travel reimbursement will be done based on the real costs you've spent. We need to collect all the travel documents from your house to the project venue: flight reservation (with your name and price), train local tickets. We don't need the boarding passes.*

**Q: Limit for my travel is 170 EUR, but the cheapest flight costs 220 EUR, is it possible to get the refund for the whole cost?**

A: *Unfortunately not. Travel costs can be reimbursed only up to the limit mentioned in the infopack.*

**Q: Is it possible to travel by car/taxi?**

A: *According to the Erasmus+ guide only the most economic means of transport can be used. Therefore international travel by car or taxi is impossible and will not be reimbursed. In some cases, when there is no other possibility you can use the car or taxi for the travel to the airport or the city where your international travel begins, but please consult it with us before.*

**Q: Will I be picked up from the airport?**

A: *Generally we are not organizing transfers from the airport to the project venue – unless the infopack states different. In the infopack you can find a detailed description how to get to the venue, we will be waiting for you there. In case of troubles – use the contact number to get in touch with us.*

**Q: Is it possible to travel from country other than my residence?**

A: *No, it is impossible. Origin and destination of every international travel is defined already at the time of grant application and can't be modified later.*

**PREPARATIONS:**

**Q: I read something about the "intercultural evening", does it mean that I have to cook something?**

A: *Not necessarily, intercultural evening is a space where every group presents some special snacks and beverages from their country. You don't need to cook anything, but bring something nice. Try to think of something that doesn't require too much preparation.*

**Q: Why do we need participation fee for this project?**

A: *Participation fee will contribute to our evening activities – we will spend 100% of it for some snacks, sweets and drinks for the group, that are not fitting in the project budget. Small participation fee is also a sign of commitment of participants to the event.*

**Q: Do I need to have a health insurance to participate in the project?**

A: *Yes, definitely. If you live in the country of European Union member state it is enough to get the European Health Insurance Card, which is a confirmation of insurance in your country. In case you can't get this card, don't forget to conduct the private insurance for the time abroad.*