



INFO – GUIDE

**European youth citizenship –
UNDER CONSTRUCTION**
International youth exchange KA1
“Erasmus+”



organized by: **Association “Youth for development of Lyaskovets”**

Lyaskovets, Bulgaria

09 - 16 August 2016

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Welcome dear participant...

to the International youth exchange “European youth citizenship – UNDER CONSTRUCTION” KA1 Erasmus+. This project is our international youth exchange for young people who want to know more about European citizenship, its history, main factors which affected of human rights. We are looking forward to meeting you in Lyaskovets, Bulgaria from 09 to 16 August 2016.

Before taking off and arriving to Bulgaria, there are still some things to do!

In order to make the youth exchange a success and in order to allow all participants to have a pleasant stay in Bulgaria, we prepared the present Info-Guide. We have tried to collect as much as possible important and “good-to-know” information as possible.

You’ll find information concerning your preparation, your travel, your stay, etc.

We hope that the guide gives answers to most of your questions. If not – feel free to contact us.

Contact details are provided at the end of this guide.





"European youth citizenship – UNDER CONSTRUCTION" KA1 “Erasmus+”

International youth exchange International youth exchange “European youth citizenship – UNDER CONSTRUCTION” KA1 Erasmus+. This project is for young people who want to know more about European citizenship, its history, main factors which affected of human rights.

Dates: **09 to 16 August 2016 of exchange**

Arrival in the hotel: **08 August 2016 after 14:00 h.**

Departure **17 August 2016 before 10:00 h.**

Venue: Lyaskovets, Bulgaria

Working language: English

Organised by: Association “Youth for development of Lyaskovets”,
Bulgaria

Trainer’s team: **Nikolay Petrov-** Bulgaria
Anna Vangelova- Bulgaria

Themes:

- EU citizenship, awareness and democracy in the EU
- Youth (participation, youth work, youth policy);
- Social dialogue;

Training issues:

- To increase the knowledge of participants in exchange for citizenship, its history, its relation to human rights and to promote techniques and methods for the inclusion of European citizenship in youth work;
- To share experiences and good practices and promote techniques and methods for the inclusion of European citizenship in youth work;
- In the context of European citizenship in order to expand the group of active young people and youth leaders familiar with the specifics.
- Use social networking and social media to attract the attention of young people in citizenship.



Project partners:

Partner:	Country:	E-mail:
Association for promotion of IT, Culture and Coexistence (IKS)	Croatia	evs@udrugaiks.hr iva@udrugaiks.hr
Civic Orientation and Social Integration	Romania	andreiasu89@gmail.com
YIA 18	Greece	via18plus@gmail.com
Evropske centrum mladeze Breclav/ European Youth Centre Breclav z.s.	Czech Republic	eycb.info@gmail.com
Cyprus Youth Clubs Organisation	Cyprus	projects@cyprusyouth.org
Youth Venture Berlin	Germany	pehlivancagri@gmail.com
Association "Youth for development of Lyaskovets"	Bulgaria	mladeji_lqskovec@abv.bg

Project context: European Commission proclaimed that Active European Citizenship is one of the important priorities. Active European Citizenship has been interpreted in different ways in European Union, but most popular definition is that active citizenship primarily means active participation of citizens to their communities, and thus in democracy life in terms of activities and decision-making. Active citizenship is more than taking part of charity activities, voting at elections or volunteering. To give active European citizenship its full content and scope, and to help downsize the gap between citizens and the European institutions, it is necessary to take account of the new opportunities opened up by Article 11 of the Treaty on the European Union for citizens' participation in the democratic life of the European Union. Since it is established, the program Erasmus+ is part of the idea for promoting active European citizenship among young people. That's how was born the idea for the current project - in a late night into participation in another training course part of Erasmus+ - the participants agreed with the idea that it's necessary to help to construct European Active Citizenship.



Project objectives:

- To increase the knowledge of participants in exchange for citizenship, its history, its relation to human rights and to promote techniques and methods for the inclusion of European citizenship in youth work;
- To share experiences and good practices and promote techniques and methods for the inclusion of European citizenship in youth work;
- In the context of European citizenship in order to expand the group of active young people and youth leaders familiar with the specifics.
- Use social networking and social media to attract the attention of young people in citizenship.

Activities: This project provides only one activity - A1 Youth Exchanges-program countries.

Impact: The project will have a direct impact on participants and target groups, on Association "Youth for development of Lyaskovets" and all partner organizations also on local community.

Methodology and tools:

- Based on the principles of non-formal learning and new digital technologies;
- Special YOUTHPASS session;
- Time for reflection and feedback;
- Building a safe learning environment: group building, building the foundation for active participation,...

Participants: youth people, who want to know more about European citizenship. Each organization will provide with five (5) participants and one (1) leader:

- Participants must be aged over 18 - 29 years (no age limit for the leader of the grope);
- Participants must be ONLY from Program countries;
- English will be the working language. Participants must have sufficient understanding of English language.



Participants by gender (recommended distribution):

Partner:	Participants:		Leader gender:	Total participants including leader:
	Male:	Female		
Association for promotion of IT, Culture and Coexistence (IKS)	2	3	1 (any gender)	6
Civic Orientation and Social Integration	3	2	1 (any gender)	6
YIA 18	3	2	1 (any gender)	6
Evropske centrum mladeze Breclav/ European Youth Centre Breclav z.s.	2	3	1 (any gender)	6
Cyprus Youth Clubs Organisation	3	2	1 (any gender)	6
Youth Venture Berlin	2	3	1 (any gender)	6
Association "Youth for development of Lyaskovets"	2	3	1 (any gender)	6
TOTAL:	17	18	7	42

Finance and invoice:

1) Travel expenses:

Travel expenses- following the official calculator for distance Erasmus+ http://ec.europa.eu/programmes/erasmus-plus/tools/distance_en.htm



- **Only public transport- economy class!**
- **You can't use TAXI or RENTaCAR!**
- **IF YOU DON'T HAVE DOCUMENTS YOU DON'T TAKE MONEY!**

Partner:	Travel cost (reimburse for 1 person):	Travel cost (reimburse for grope):
Association for promotion of IT, Culture and Coexistence (IKS)	170.00 €	1020.00 €
Civic Orientation and Social Integration	80.00 €	480.00 €
YIA 18	80.00 €	480.00 €
Evropske centrum mladeze Breclav/ European Youth Centre Breclav z.s.	170.00 €	1020.00 €
Cyprus Youth Clubs Organisation	170.00 €	1020.00 €
Youth Venture Berlin	170.00 €	1020.00 €
Association "Youth for development of Lyaskovets"	0.00 €	0.00 €

2) Reimbursement of travel costs:

Transport costs are to be covered within the amounts indicated in ERASMUS + Programme. Partner organizations or participants have to buy their tickets. Funds within the set out amounts will be reimbursed within 20 days after receipt of all original tickets and original documents! The reimbursement will be done into partner's designated account by only 1 /one/ bank transfer. Association "Youth for development of Lyaskovets" takes the responsibility to make a bank transfer **ONLY TO PARTNER ORGANISATIONS, NOT TO ANY PARTICIPANT.**

We need the following documents for reimbursement of your travel expenses:

1. Ready Photocopy of all participants passports or ID Cards;
2. Bring ORIGINAL insurance and ORIGINAL invoice for it;
3. Bring ORIGINAL airline, bus or train tickets or e-tickets (arrival and departure, **economy class only**);



4. ORIGINAL Invoice or Protocol from your Travel Office with participant name, airline trip details, and total cost in Euro or your national currency. If you have e-reservation please have in your mind that we need the receipt from your Credit Card or other type of receipt to prove your bank or cash payment;
5. ORIGINAL airline, bus or train tickets or e-tickets (arrival and departure, **economy class only**);
6. If you travel with personal car - a copy of registration certificate of car, fuel invoice + cash receipts (original).
 - If you choose to travel by private car, please coordinate your trip with us;
 - The programme does not cover travel fees and costs of border crossing.
 - If you do not submit original insurance documents, you will not be reimbursed any travel expenses!

IF YOU DON'T HAVE DOCUMENTS YOU DON'T TAKE MONEY!

3) Insurance costs:

Under the provisions of Erasmus + programme each project participant must have insurance when traveling abroad during the implementation of the Youth Exchange. The following amounts are provided for insurances under the project proposal. Insurances are responsibility of the partners. After completing Annex 2 Organization's Bank details, Association "Youth for development of Lyaskovets" makes transfer of that amount into the provided account:

Partner:	Insurance for 1 person:	Insurance for for group:
Association for promotion of IT, Culture and Coexistence (IKS)	8.00 €	48.00 €
Civic Orientation and Social Integration	8.00 €	48.00 €
YIA 18	8.00 €	48.00 €



Evropske centrum mladeze Breclav/ European Youth Centre Breclav z.s.	8.00 €	48.00 €
Cyprus Youth Clubs Organisation	8.00 €	48.00 €
Youth Venture Berlin	8.00 €	48.00 €
Association "Youth for development of Lyaskovets"	8.00 €	48.00 €

Some useful advice:

1. Keep your whole boarding pass and the invoice and give them to us after your arrival;
2. If use any local transport (**NO TAXI or RENTED CAR**) from your home to the airport and back, please keep the tickets. If you do not submit the tickets, it is not possible to be reimbursed the costs incurred;
3. Prepare your bank account information: you are to be reimbursed by bank transfer after we receive your tickets from the travel back to your country.

Accommodation:

Address:

Hotel "LESOPARKA"

Bulgaria, Lyaskovets, 2-th Manastira Str. (Manastira area)

Photos from the hotel: http://lesoparka.lyaskovets.eu/?page_id=91

- All the participants stay in hotel rooms (2 or 3 persons per room - same gender rooms). The rooms are comfortably furnished; do not bring with you anything except your personal belongings and a hairdryer if you need one. You can check in on 08 August 2016 after 14:00 h. All participants will be accommodated in non-smoking rooms.
- All the leaders also stay in hotel rooms (1 person per room);
- The hotel has restaurant area, meeting area, free internet (wi-fi);
- Our breakfasts, lunches and dinners will be served in the restaurant of the hotel. The "Erasmus+" Programme covers all meals for the duration of your stay: from dinner on 08 August to breakfast on 17 August. Any other food or drinks consumed in the room or at the bar have to be paid by the participants.



All people who asked for specific food must inform us for their needs (participants details form!!!).

Things to prepare before leaving:

We kindly ask you to bring:

- Clear information (in English, if possible) about the main activities of your organization, so that you can present it during the training course (*NGO bazar*). You can bring brochures, presentations, posters, etc.
- Map, posters, postcards about your country/region/town to be displayed;
- Some gastronomic specialties (food and drinks) from your country. Please do not bring too much, and note that **it is not possible to cook or heat food** at the hotel!
- And if you want- one or more ideas for projects that could be realized in the “Erasmus +” Programme. We can prepare future projects for next year!

How to get to Lyaskovets and to the hotel?

Participants are expected to arrive at the hotel in Lyaskovets, Bulgaria before 23:59 on 08 August and depart before 10:00 h. on 17 August



It is important for us to know the exact arrival date and time of each participant. So you can send us these information as soon as possible.

Arrival at Sofia airport

<http://www.sofia-airport.bg/>

There are two terminals- Terminal 1 and Terminal 2. At the terminal of your arrival members of our organization will be waiting for you

to help you reach the Railway or Central bus stations in Sofia. They will assist you buy the tickets and direct you to Lyaskovets (you needn't worry, there is a metro from the airport to the Central Railway or Central bus stations in Sofia).

Please, send your travel details and hour of arrival so we plan the time for picking you up. If you have any problems upon arrival please write on: mladeji_lyaskovets@abv.bg





Arrival by train (concerning the participants from Romania):



For your travel you can choose the international train, which stops at **Railway station Gorna Oryahovitsa**- one of the biggest stations on the Balkans. Somebody from our team will be waiting for you there and direct you how to reach Lyaskovets (about 15 mins. to the hotel).

Arrival by bus (concerning the participants from Romania and Greece):

For your travel you can choose international bus, which stops at Veliko Tarnovo or Lyaskovets. At the bus station someone from our team will be waiting for you and direct you to your Hotel (about 10 mins)



About Bulgaria: Bulgaria is a country located in Southeastern Europe. It is bordered by Romania to the north, Serbia and Macedonia to the west, Greece and Turkey to the south and the Black Sea to the east. With a territory of 110,994 square kilometers (42,855 sq mi), Bulgaria is Europe's 14th-largest country. Its location has made it a historical crossroad for various

civilizations and as such it is the home of some of the earliest metalworking, religious and other cultural artifacts in the world. Prehistoric cultures began developing on Bulgarian lands during the Neolithic period. Its ancient history saw the presence of the Thracians, and later by the Greeks and Romans. The emergence of a unified Bulgarian state dates back to the establishment of the First Bulgarian Kingdom in 681 AD, which dominated most of the Balkans and functioned as a cultural hub for Slavic peoples during the Middle Ages. With the downfall of the Second Bulgarian Kingdom in 1396, its territories came under



Ottoman rule for nearly five centuries. The Russian-Turkish War of 1877–1878 created the Third Bulgarian

State. In 1946 it became a Socialist state with a single-party system. In 1989 the Communist Party allowed multi-party elections, following which Bulgaria transitioned to democracy and a market-based economy.

The population of 7.36 million people is predominantly urban and mainly concentrated in the administrative centers of its 28 provinces. Most commercial and cultural activities are concentrated in the capital Sofia. The current political structure dates to the adoption of a democratic constitution in 1991. Bulgaria is a unitary parliamentary republic with a high degree of political, administrative and economic centralization. Bulgaria is a member of the European Union, NATO and the Council of Europe, a founding state of the Organization for Security and Co-operation in Europe (OSCE), and has taken a seat at the UN Security Council three times.

The weather in Bulgaria:



During the time of the exchange in June, it is expected that the temperature varies between 25 and 35 degrees Celsius, without any rain. Reliable information on the weather could be found on this website:

<http://weather.sinoptik.bg/lyaskovets-bulgaria-100729489/10-days>

Visit and lunch out:

On one of the days of exchange we offer you a walk around the old city of Veliko Tarnovo (the ancient capital of Bulgaria). We will have all day for a tour of the city and the old castle of Tsarevets. <http://en.wikipedia.org/wiki/Tsarevets>





Prices in Bulgaria:

In general the prices of any goods in Bulgaria are reasonable. This is true for almost all sectors, including: gasoline, coffee, cigarettes and alcoholic drinks.

Currency:

The official currency is the Bulgarian LEV. The currency rate for BGN to EUR is fixed:

■ **1 EUR = 1.9 BGN**



**We strongly recommend you when buying Bulgarian Levs, do this in a bank office.
DO NOT CHANGE MONEY IN EXCHANGE OFFICES!**

About Language:

The official language in Bulgaria is Bulgarian language

http://en.wikipedia.org/wiki/Bulgarian_language

English is understood by the majority of the people who live and work in the country.



Small dictionary:

English	Bulgarian language	Bulgarian transcription:
Good Morning	Добро утро	[dobro utro]
Good Evening	Добър вечер	[dobar vecher]
Good bye	Довиждане	[dovijdane]
bus station	Автогара	[avtogara]
railway station	ЖП гара	[je: pe: gara]
Hello	Здравей	[zdravei]
city-center	Център	[centar]
Hotel	хотел	[hotel]
please	моля	[molia]
Thank you	Благодаря	[blagodaria]
Sorry	извинявай	[izviniavai]
How are you?	Как си?	[kak si]
Where do I find ... ?	Как да намеря...	[kak da nameria]
Square	площад	[ploshtad]
Street	улица	[ulitsa]
mineral water	минерална вода	[mineralna voda]



Check List

Check the list and tick the boxes before leaving home:

- ✓ **You bought your plane / bus/ train tickets**
- ✓ **You have read this guide from the beginning to the end**
- ✓ **You have checked all data for your travel**
- ✓ **You packed a sufficient quantity of info-materials of your organization and your activities**
- ✓ **You had made an insurance and took it with you (if needed)**
- ✓ **You asked a friend to water your plants and feed your dog/cat//hamster/bird/children/husband/boyfriend/girlfriend/ 😊**
- ✓ **Put some good mood in your luggage 😊**
- ✓ **You have the charger for your mobile phone with you**
- ✓ **You told your boss/parents that you will be off for some days to attend KA1 “Erasmus+ project ... and he/she/they agreed**
- ✓ **Are you sure, you haven’t forgotten anything?**

See you in Bulgaria 😊 !

You can’t find some important information?

Please ask!

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