

# European Contact Making Seminar [ECMS]

Erasmus+ KA1 Mobility of Youth workers

Cracow, Poland  
September 10-16, 2017

#ECMS

# What? Where? When?



Erasmus+

Title: **European Contact Making Seminar**

**#ECMS**

Dates of the project: **15.05.2017-14.11.2017**

Youth Exchange dates: **10-16.09.2017 + travel days\***

Travel days: **09.09 & 17.09.2017**

Venue: **Cracow in Poland**

\*travel days are dedicated for all participants to come on September 9, 2017 and leave on September 17, 2017.

# Project partners



- European Center for Youth Initiatives– Poland – host organization
- Bulgarian Youth Community (Bulgaria)
- Udruga mladih Device (Croatia)
- Youth Dynamics (Cyprus)
- KEY for Life (Denmark)
- Cap Mobilite Monde (France)
- Jugend, Bildung und Kultur – JuBuK (Germany)
- MeOut Association (Hungary)
- Associazione Mosaico (Italy)
- H20 (Portugal)
- EuroDemos (Romania)
- SYTEV (Slovak Republic)
- KUD Plac (Slovenia)
- AJ Intercambia (Spain)

# With and for whom?



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**2 participants** for each partner organisation.

Participants: 28 Youth workers/leaders from Bulgaria, Croatia, Cyprus, Denmark, France, Germany, Hungary, Italy, Poland, Portugal, Romania, Slovak Republic, Slovenia and Spain aged 18-35 years.

Participants' profile:

- At least communicative English;
- Involvement, active attitude, ability to contribute to project programme development;
- Experience in Youth work.

Please remember about gender balance in your teams: each team should be created according to 1+1 rule, if possible.

**Teams should be formed in their final shape till the end of May 2017 to let us go further with travel and program arrangements!!!**

# Project Idea



The project "European Contact Making Seminar" was prepared by the European Center for Youth Initiatives in collaboration with 13 partner organizations, whose very detailed selection as one of the basic principles was the existence of common needs, among which are:

- 1) Development of the Youth sector and the quality of work with young people both in selected countries and the EU.
- 2) Establishing contacts with non-governmental sector organizations from other EU countries to increase existing options for action and the exchange of good practices and their experience.
- 3) Creation of partnership, whose members will stay in touch and would work together to create new initiatives, sharing knowledge and ideas, using technologies, such as planned virtual common working space in the form of platform.
- 4) Personal development of youth workers from the scope of its existing knowledge of the Erasmus + and the opportunities it provides, as well as creation of the opportunity to gain knowledge and experience for youth workers who are relatively at the beginning of their youth work.

# Objectives of the project



1. Development of international cooperation in the NGO sector and establishing effective international partnerships.
2. The exchange of good practice in work in Youth sector, as well as about establishing international partnerships, project management, use of instruments of non-formal education and ways of improving quality of youth work.
3. Creation of space for the development of the youth sector initiatives, including future local initiatives, programs, training and education of young people in particular cities and countries.
4. Promotion of the Erasmus+, its initiatives and non-formal education, by increasing knowledge about them and to learn best practices regarding their use.
5. Raising the competence of youth workers in the field of Youth, in complex project management, inspiring, motivating and activating Youth while taking into account the multicultural environment and rapidly changing needs of EU societies.

# Methodology



The whole project will be based on non-formal learning:

Approaches: Learning through challenges;

Holistic approach (Knowledge-Experience-Competence);

Experiential Learning (Action-Experience-Reflection-Conclusion-Action);

Diversified Education;

Personal contribution and responsibility for education.

Elements:

- workshops,
- simulation exercises,
- team building exercises and name games,
- speeches and presentations,
- active discovery of the venue and sightseeing activities,
- interviewing local population,
- cultural presentations organized by the participants,
- cognitive visits,
- daily reflections and final evaluation.

# Accommodation



## Accommodation: „Nawojka” in Cracow, Poland

- for our stay from 2 PM 09.09.2017 till 12 AM on 17.09.2017
- double and quadruple rooms (studios 2+2)
- full board
- more information and photos at:

<http://www.hotelestudenckie.pl/index.php?hotel-nawojka>





# Travel



1. We applied for additional travel days for all participants, so they could come to Cracow one day earlier and leave Cracow one day after the end of activities without the necessity of paying for additional night. It's the result of possible lack of connection in accurate dates/hours.

It means that:

- participants **have to** come to Cracow on 09.09.2017 and leave from Cracow on 17.09.2017 (no hours limit);

Those additional days are to make travel easier and more comfortable for everyone, because without them participants would be obliged to come till the „Lunch time“ on 10.09.2017 and leave after „Lunch time“ on 16.09.2017, what could make it hard and complicated for participants.

Accommodation in Cracow during additional travel days is going to be provided by hosting organisation, so participants are not going to pay anything for stay in „Nawojka“ in Cracow on 09.09 and 16.09.2017.

# Travel



2. We are cooperating with travel agency, so we can buy plane tickets directly, what is more comfortable for you and for us as well. If any of you would like us to suggest connections or will have plane connection to Cracow in accurate dates, please let us know. Then we would be able to check it and buy your tickets – what makes everything easier for everyone, but we need all details of your travel to let travel agency know earlier. **This solution is the most welcome 😊**

3. In case of travel by private bus, train or buying plane tickets on your own and asking for reimbursement based on tickets and/or invoice for travel service, we are kindly asking to prepare documents as follows:

- Travel TICKETS;
- TRAVEL INVOICE that includes in its description (possibly in English) the exact dates of travel and the reference to the project (title and code number).
- *Example of description:* travel for 2 participants for the purpose of Erasmus+ project “European Contact Making Seminar” (project number 2017-1-PL01-KA105-035625) – project coordinator Stowarzyszenie Europejskie Centrum Inicjatyw Młodzieżowych, ul. Okrętowa 84a, 01-309 Warsaw, VAT number 5223047047.

# Travel



4. In case of participants' travel would be shorter than from organization's hometown, please contact us, because it may cause the change of distance travel limit.

5. If you are buying tickets by yourself, reimbursement of travel costs will be done only upon the presentation of all including documents, receipt/invoices, electronic tickets and boarding passes. The best way is to send us your electronic tickets and invoices. It will let us do the reimbursements during the project.

6. In case of not having all documents during project, reimbursement for trip will be done after sending all scanned and hard copies documents regarding to participants' travel after their return.

# Travel costs



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<b>Organization</b>	<b>Country and organization's hometown</b>	<b>Participants</b>	<b>per Participant</b>
Bulgarian Youth Community	Varna, Bulgaria	2	275 euro
Udruga mladih Device	Zagreb, Croatia	2	275 euro
Youth Dynamics	Nicosia, Cyprus	2	275 euro
KEY for Life	Copenhagen, Denmark	2	275 euro
Cap Mobilite Monde	Saint Pierre Les Elbeuf, France	2	275 euro
JuBuK	Essen, Germany	2	275 euro
MeOut Association	Budapest, Hungary	2	180 euro
Associazione Mosaico	Naples, Italy	2	275 euro
H20 Associação de Jovens de Arrouquelas	Arrouquelas, Portugal	2	360 euro
EuroDemos	Iasi, Romania	2	275 euro
SYTEV	Kysucké Nové Mesto, Slovak Republic	2	180 euro
KUD Plac	Metlika, Slovenia	2	275 euro
AJ Intercambia	Malaga, Spain	2	275 euro

# Travel costs



**Table on previous page is showing the maximum possible amount of reimbursement for travel**

**Please remember that this amount of money is dedicated for travel for specific distance calculated in official EU distance calculator. Participants who will come from the closer destination than from hometown of their organisation could have less money for their travel cost reimbursement.**

# Preparation



Representatives of each organization have to put information about the project on their websites and prepare:

- **implementation of mini-workshop (20-30 min – day 3. and 4.) within Multidimensional Organisation Passage** focused on organisations and their goals, target groups, key activities, including various types of expressions - multimedia presentations, videos, photos, used tools. Form of workshops has no limitation – simulation games, inside, outside, formal, non-formal, in one big team, in smaller groups, dramas, working while sitting, etc. It should allow others to find out more about your organisation, work and initiatives in interactive way. It would be the element of exchange of good practices in the youth sector – presenting activities in practice and building partnerships at the same time.
- **contribution to specific workshops:**
  - Energizers and integration activities – day 1. and 2. – do not hesitate to propose them;
  - IT tools supporting Youth sector that we would use to cooperate in future – day 6. We would work on building Virtual Platform of Cooperation based on common ideas and IT tools available for NGO sector.

# Preparation



It would be welcome participants to have **6-7 laptops** for the whole project group to let everyone fill Youthpass and prepare their **electronic part of evaluation** on project webpages (<http://ecim.pl/our-projects/european-cms/evaluation-participants-opinions/>).

Please make sure also, that you have valid **European Health Insurance Card (EHIC)** as well as insurance for travel time. Insurance for activities in Cracow is going to be provided by hosting organization.

## **IMPORTANT:**

Take some warm clothes, waterproof jacket, proper shoes. Weather in Cracow during summer can surprise – be windy, rainy. We will post weather forecast few days before the Seminar.

**Furthermore, we kindly ask all participants to bring some national drink, snacks, costumes and music from their countries, as a contribution to the national evenings.**

# Agenda\*



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	09.09.2017	10.09.2017	11.09.2017	12.09.2017	13.09.2017	14.09.2017	15.09.2017	16.09.2017	17.09.2017		
8.00 - 9.30	Arrivals of participants to Cracow	Breakfast	Breakfast	Breakfast	Breakfast	Breakfast	Breakfast	Breakfast	Breakfast		
10.00-11.30		Practical Info about Project, Programme, Venue	„M U J A” – Part 2.	Multidimensional Organisation Passage – Exchange of Good Practices	Multidimensional Organisation Passage – Exchange of Good Practices	Common initiative for the development of Youth sector	Framework for future cooperation	Youthpass as a tool of non-formal education	Departures of participants		
11.45-12.00		Coffee Break	Coffee Break		Coffee Break			Impact Chain		Virtual Platform of Cooperation [VPC]	Coffee Break
12.00-13.30		Fears & Expectations Common rules The idea of Youthpass	„M U J A” – Part 3.		Let's share our practices with the rest of the world - common brochure of good practices!			Team work			Project results presentation
13.30-15.00		Lunch	Lunch	Lunch	Lunch	Lunch	Lunch	Lunch			
15.00-16.30		Ice breaking	Effective Team work	Multidimensional Organisation Passage – Exchange of Good Practices	Incommon problems, the same solutions	Common initiatives Discussion panel	Framework for future cooperation Virtual Platform of Cooperation [VPC]	Project Evaluation			
16.30-17.00		Coffee Break	Coffee Break		Coffee Break	Coffee Break	Coffee Break	Coffee Break			
17.00-18.30		„M U J A” – Part 1.	Erasmus+ and non-formal education – let's define	Daily Evaluation	Common initiative for the development of Youth sector 3P Team work	Elevator Pitch How to convince others to our initiative	Preparation of project evaluation	Closing Ceremony			
18.30-19.00			Daily Evaluation		Daily Evaluation	Daily Evaluation				Daily Evaluation	Daily Evaluation
19.00-20.00		Dinner	Dinner	Dinner	Dinner	Dinner	Dinner	Dinner			
20.00-23.00	Ice-breaking Evening	First multicultural Evening	Free Evening / Game Evening	Cultural Evening – Cracow by night	Second multicultural Evening	Free Evening	Farewell Evening				

\*There might be some changes in the final programme, but they will not influence on the general context, results and effects of project.



# Questions



In case of any questions please contact us:

1. Via email: [mksiezopolski@ecim.pl](mailto:mksiezopolski@ecim.pl) or [akruszewska@ecim.pl](mailto:akruszewska@ecim.pl)
2. On Facebook:  
<https://www.facebook.com/groups/ecms2017/>  
<https://www.facebook.com/associationECIM/>  
<https://www.facebook.com/marcin.ksiezopolski.7>
3. In emergency situations via mobile phone: +48 605 234 649