



Erasmus+

Infopack



Sprijin
si
Dezvoltare
Association

**SPRIJIN ȘI DEZVOLTARE
Association**

Infopack



Project funded by the European Union
through Erasmus + Programme, Key
Action 1: Learning Mobility of
Individuals

Brasov, 2015

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A few words of welcome ...

We are looking forward to meeting you soon. Please be prepared for a demanding experience of a multinational Training course; but it will also be very constructive!

Please make sure to read this Information Pack carefully before you come!

In case you'll have any questions, suggestions, problems or proposals - please do not hesitate to contact us at any time. We will respond as quickly as we can!

We wish you nice preparation; nice travel and we are looking forward to meeting you soon!

TRAINING COURSE – BRASOV, ROMANIA,

31 January 2016 – 10 February 2016

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Meet the organization

Sprijin si Dezvoltare Association is a youth organization founded after writing and implementing "On this road together" project, funded by European Commission, Youth in Action Programme, Action 1.2 Youth Initiatives. Here we worked with 20 youth with and without disabilities; the aim of the project was to increase tolerance between them. We had amazing results, some of the participants remained as volunteers in our organization and some are our beneficiaries. Some of the members have different experience with foreigner volunteers, projects, and experience in youth work, with different groups of youths.

Our mission is to developed communities from Romania, especially rural areas, by offering social, financial and education support for children and youth with fewer opportunities. Almost all the activities that we have are using non-formal education.

The aim of our organization are: develop skills, knowledge and attitudes for youth and children with fewer opportunities, develop civic spirit, mutual understanding between youth with and without disabilities, how to understand and help each other, promoting non-formal education for youth and children with fewer opportunities, promoting inclusive education for youth and children with fewer opportunities and without disabilities, promoting equal opportunities, fight against discrimination on youth and children with fewer opportunities, school counseling and trainings for youth and children with fewer opportunities, educating youth and children with fewer opportunities in topics like pace, violence, environment, healthy life style, building and developing the capacity, creativity and potential from the target areas.

We also promote volunteering activities, European Citizenship, and mutual understanding between different groups of people. We are involved in local projects which promote, civic involvement, different culture; we are interested in art and culture of other countries.

Sprijin si Dezvoltare Association from Brasov, Romania in partnership with C.I.P Citizens In Power (PO.SI Polites se Ischy) from Cyprus, ASSOCIAZIONE CULTURALE STRAUSS from Italy, Eesti People to People from Estonia, EUROCIRCLE from France, Geoclube - Associação Juvenil de Ciência, Natureza e Aventura from Portugal, Youth Inclusion Association from Turkey and Mostar Friedensprojekt e.V from Germany are implementing the project "Youth Unemployment", Project funded by the European Union through Erasmus + Programme, Key Action 1: Learning Mobility of Individuals.

EU Youth Report 2012 shows that the economic situation affects young people, increasing unemployment rate and risk social exclusion and poverty rate. The youth work through non-formal education must pursue activities that tackle youth unemployment and social exclusion, thus playing a fundamental role in supporting youth education, and encouraging them to participate in social life. The aim of the project is to use the non-formal education to tackle long-term unemployment among young people. The overall objective of the project is: personal and professional development of 32 young unemployed long term contact to facilitate their access to the labor market and personal and professional development of 40 youth workers from 8 countries to facilitate access to the labor market of young long-term unemployed by raising the level of key competencies and skills.

The project will be implemented from 1st August 2015 until 1st July 2016.

The grant from European Union is 52 620 Euro.

The project will have 2 motilities:

1. Youth exchange.

The target group will be 32 youth with fewer opportunities, facing economic obstacles, and 8 youth leaders that are in long term unemployment. The youth exchange will be held in Brasov, Romania, on 2015 November 19-29.

2. **One training course.**

The target group will be 40 youth workers. The training course will be held in Sinaia Romania, from 2016 January, 31 until February 10.

Participant information for the Training Course

Country	Promoter	Number of participant	Profile of the participants	Gender distribution	
				M	F
Romania	Asociatia Sprijin si Dezvoltare	5	Youth workers, over 18 years old	2	3
Cyprus	C.I.P Citizens In Power (PO.SI Polites se Ischy)	5	Youth workers, over 18 years old	2	3
Italy	ASSOCIAZIONE CULTURALE STRAUSS	5	Youth workers, over 18 years old	3	2
Estonia	Eesti People to People	5	Youth workers, over 18 years old	2	3
France	EUROCIRCLE	5	Youth workers, over 18 years old	2	3
Portugal	Geoclube - Associação Juvenil de Ciência, Natureza e Aventura	5	Youth workers, over 18 years old	3	2
Turkey	Youth Inclusion Association	5	Youth workers, over 18 years old	3	2
Germany	Mostar Friedensprojekt e.V.	5	Youth workers, over 18 years old.	3	2
Total		40		20	20



Travel costs

The final travel costs approved from our NA are:

Organization	Number of participants	Transport	Total cost/ participant (EURO)
Asociatia Sprijin si Dezvoltare	5	Romania-Brasov	0
C.I.P Citizens In Power (PO.SI Polites se Ischy)	5	Cipru-Nicosia Romania-Brasov	275
ASSOCIAZIONE CULTURALE STRAUSS	5	Italia-Mussomeli Romania-Brasov	275
Eesti People to People	5	Estonia-Tallinn Romania-Brasov	275
EUROCIRCLE	5	Franta-Marseille Romania-Brasov	275
Geoclube - Associação Juvenil de Ciência, Natureza e Aventura	5	Portugalia-Gondomar Romania-Brasov	360
Youth Inclusion Association	5	Turcia-Istanbul Romania-Brasov	275
Mostar Friedensprojekt e.V.	5	Germania-Potsdam Romania-Brasov	275

The venue and your travel

The youth exchange will take place in Sinaia (Transylvania) Romania.

Sinaia (Romanian pronunciation: [si'naja]) is a town and a mountain resort in Prahova County, Romania. The town was named after Sinaia Monastery, around which it was built; the monastery in turn is named after the Biblical Mount Sinai. King Carol I of Romania built his summer home, Peleş Castle, near the town.

Sinaia is about 60 kilometres (37 miles) northwest of Ploieşti and 50 kilometres (31 miles) south of Braşov, in a mountainous area on the Prahova River valley, just east of the Bucegi Mountains. The altitude varies from 767 to 860 metres (2,516 to 2,822 feet) above sea level.

The city is a popular destination for hiking and winter sports, especially downhill skiing. Among the tourist landmarks, the most important are Peleş Castle, Pelişor Castle, Sinaia Monastery, Sinaia Casino, Sinaia train station, and the Franz Joseph and Saint Anne Cliffs. Sinaia was also the summer residence of the Romanian composer George Enescu, who stayed at the Luminiş villa.



In addition, to find more have a look at these site to get a first impression about Romania and the main cities:

<http://www.turism.ro/english/index.php>



The arrival day will be 31 January 2016.
The departure day will be 10 February 2016.

The flight destination for you shall be Otopeni Bucharest, and you should land at the airport before 15:00.

If you arrive at Otopeni Bucharest you will take the bus from the airport arrivals to "Gara de Nord" Bucharest Train Station. From "Gara de Nord" Bucharest Train Station you will take the train to Sinaia Train station.

If you are coming by train/ bus, you should arrive to "Gara de Nord" Bucharest Train Station before 15:00 the latest. From "Gara de Nord" Bucharest Train Station you will take the train to Sinaia Train station.

You need to arrive in Sinaia Train station before 19.00.

You can check the train program here:

<http://www.mersultrenurilorcfr.ro/imtif/rute.aspx?lng=en>

Consult us before buying the tickets!

The tickets and the reimbursement

You shall submit the payment requests including the underlying financial statements in euro. If the prices are NOT in Euro, the considering rate exchange will be the rate exchange in the month when the contract for the project is sign by the National Agency from Romania.

Any deviation from the approved budget of the travel cost will be calculated as a co-funding.

Travel cost will be demonstrated by:

- ✓ **Declaration signed by the participant and the sending organization, were written the: Name of the participant, the reason of traveling, the itinerary (we will send you an template).**
- ✓ **Invoices /Contract,**
- ✓ **Proof of payment (bill, receipt, Bank statement, cash account/ bank extract)**
- ✓ **Boarding pass**
- ✓ **Ticket/ Electronic ticket**
- ✓ **Involvement of travellers to the project**
- ✓ **and no taxi/cab (or only well grounded).**

Internationally accepted standards for invoices: **unique reference number, tax or company, registration details of seller, contact details of seller, VAT identification number, Proof of payment, bank/cash.**

The medical insurance is NOT covered by the project.

Accommodation and meals are covered by the project.

What to bring and what to prepare

They are all equally important and we would like to ask you to not only read through the list but to also bring the stuff along and to prepare for the youth exchange:

Each group from each country will prepare:

- a presentation movie about your country – from 3 to 5 minutes
- a short presentation about the organization and some materials (posters, leaflets, photos, magazines, podcasts, videos, CDs)
- to prepare the intercultural evening for the youth exchange
- to investigate the labor market and youth, by applying a questionnaire (we will send them the questionnaire)

What to bring:

- a) Food/ materials/ etc. about your country for the Intercultural night (be aware that will be impossible to cook)
- b) endless amounts of good mood and motivation for work and leisure!
- c) any dictionaries you might require;
- d) an alarm clock and the charging cable of your mobile;
- e) shampoo, gel, toothpaste, hairdraier etc.
- f) Any gadget (laptops or I-pads) for your personal needs.
- g) Your documents and any tickets you'll have;
- h) Some other amount of money for your own needs, like souvenirs from Brasov and Romania, or others expenses that are not covered by the project!
- i) Hopefully we won't need it, but do not forget to bring your European sanitary card with you (Don't forget to start the procedure to obtain one).

The weather in Sinaia visit:

<http://www.accuweather.com/en/world-weather>

For a complete picture of the weather conditions in Romania for the concerned period, best to check

is the following website: <http://weather.cnn.com/weather/forecast.jsp?locCode=ELLX>

Sunny days and rainy ones can fast fluctuate during a week, so your "wardrobe" should be as complete as possible.

Remember this: Romania is member of the Eu since 1st of January 2007;

Prices in Romania

Prices in Romania are not so high and this is true for nearly every kind of goods, except for cigarettes, fuel, coffee and alcohol.

Examples for prices in Romania:

Bread 500 g +/- 1,00 EUR

Beer 0,25 ltr +/- 2 EUR

Softdrink 0,25 ltr +/- 1,5 EUR

Sandwich +/- 1,80 EUR

Dish of the Day +/- 10 EUR

Currency in Romania

The official currency in Romania is the Romanian LEU (RON)

You can find reliable actual exchange rates at the following EU-site:

<http://ec.europa.eu/budget/inforeuro/index.cfm?fuseaction=currencies&Language=en#R>

Some words to remember

English Română

Good Morning Buna dimineata

Hello Salut

Good Evening Buna seara

Railway station Gara

Sorry Pardon

street Strada

square Piața

How are you? Ce mai faci_?

Please Te rog

Thank you Mulțumesc

Where do I find ... ? Unde pot gasi ...?

A small beer O bere mică

Mineral water Apa minerală

Sparkling water Apa carbogazificată

A glas of white wine Un pahar de vin alb

A glas of red wine Un pahar de vin roșu

Youth hostel Un youthhostel

Lake Lac

City-center Centrul orașului

Left Stânga

Right Dreapta

Straight on Drept înainte

What is Youthpass?

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) and Youth in Action (2007-2013) programmes. 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 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.

Youthpass Certificates are currently available for projects approved under the Key Action 1 of Erasmus+: Youth in Action, more specifically for Youth Exchanges, European Voluntary Service, and Mobility of Youth Workers. The certificates can also be issued to the projects granted by the previous, Youth in Action programme (2007-2013).

All participants of the projects approved within these frameworks are personally entitled to receive a Youthpass Certificate – and thus recognition for their non-formal learning outcomes.

You can read more about Youthpass and the 8 competences here:

<https://www.youthpass.eu/en/youthpass/>

The Programme of the training course

The methods and methodology is based on non-formal education.

January 31	February 1 st	February 2 nd	February 3 rd	February 4 th	February 5 th	February 6 th	February 7	February 8	February 9	February 10	
Arrival of the participants	Breakfast		Breakfast	Breakfast	Breakfast	Breakfast	Breakfast	Breakfast	Breakfast	Breakfast	
	Introduction in the main theme. Objectives if the project	Long term unemployment and social exclusion	The youth worker role	Non-formal education and Youth work	The youth needs	Volunteering and motilities as a tool for employment	Youth work and labour market - presentation	Youth and employment - game	Youth and employment - action plan	Departure of the participants	
	Break		Break	Break	Break	Break	Break	Break	Break		
	Get to know each other!	Long term unemployment and social exclusion	Ways to improve the youth work to tackle unemployment	Europa 2020 Strategy and Youth strategy	EU opportunities for youth	Erasmus + Programme for employment	Youth work and youth policy	Youth and employment - game	Follow-up		
	Lunch		Lunch	Lunch	Lunch	Lunch	Lunch	Lunch	Lunch		
	Youth unemployment - micro and macro	Tackle Long term unemployment	Youth worker limits	Non-formal education in Youth projects	Free time	Youthpass for youth as a instrument for unemployment	Policy recommendation	Youth and employment - game	Youthpass		
	Break		Break	Break		Break	Break	Break	Break		
	Youth unemployment - trends and influences, factors specific target groups, approaches	Youth work and employment	Youth worker - barriers	European Citizenship		Youth work and labour market - town exploitation	Policy recommendation	Youth and employment - action plan	Evaluation		
	Dinner	Dinner	Dinner	Dinner	Dinner	Dinner	Dinner	Dinner	Dinner		Dinner
	Welcome evening	Intercultural evening	NGO Angora	Movie night	Free evening	Free evening	Free evening	Free evening	Free evening		Dinner out

Erasmus+ is the EU Programme in the fields of education, training, youth and sport for the period 2014-2020. Education, training, youth and sport can make a major contribution to help tackle socio-economic changes, the key challenges that Europe will be facing until the end of the decade and to support the implementation of the Europe 2020 strategy for growth, jobs, social equity and inclusion.

The Erasmus+ Programme shall contribute to the achievement of:

- the objectives of the Europe 2020 Strategy, including the headline education target²;
 - the objectives of the strategic framework for European cooperation in education and training (ET 2020), including the corresponding benchmarks;
 - the sustainable development of Partner Countries in the field of higher education;
 - the overall objectives of the renewed framework for European cooperation in the youth field (2010-2018);
 - the objective of developing the European dimension in sport, in particular grassroots sport, in line with the EU work plan for sport;
 - the promotion of European values in accordance with Article 2 of the Treaty on the European Union
- In order to achieve its objectives, the Erasmus+ Programme implements the following Actions:

KEY ACTION 1 – MOBILITY OF INDIVIDUALS

This Key Action supports:

- Mobility of learners and staff:** opportunities for students, trainees, young people and volunteers, as well as for professors, teachers, trainers, youth workers, staff of education institutions and civil society organisations to undertake a learning and/or professional experience in another country;
- Erasmus Mundus Joint Master Degrees:** high-level integrated international study programmes delivered by consortia of higher education institutions that award full degree scholarships to the best master students worldwide;
- Erasmus+ Master Degree Loans:** higher education students from Programme Countries can get a loan backed up by the Programme to go abroad for a full Master Degree. Students should address themselves to national banks or student loan agencies.

KEY ACTION 2 – COOPERATION FOR INNOVATION AND THE EXCHANGE OF GOOD PRACTICES

This Key Action supports:

- Transnational **Strategic Partnerships** aimed to develop initiatives addressing one or more fields of education training and youth and promote innovation, exchange of experience and know-how between different types of organisations involved in education, training and youth or in other relevant fields. Certain mobility activities are supported in so far as they contribute to the objectives of the project;
- Knowledge Alliances** between higher education institutions and enterprises which aim to foster innovation, entrepreneurship, creativity, employability, knowledge exchange and/or multidisciplinary teaching and learning;
- Sector Skills Alliances** supporting the design and delivery of joint vocational training curricula, programmes and teaching and training methodologies, drawing on evidence of trends in a specific economic sector and skills needed in order to perform in one or more professional fields;
- Capacity Building** projects supporting cooperation with Partner Countries in the fields of higher education and youth. Capacity Building projects aim to support organisations/institutions and systems in their modernisation and internationalisation process. In certain eligible Partner Countries mobility activities are supported in so far as they contribute to the objectives of the project;

□□IT support platforms, such as **eTwinning**, the **European Platform for Adult Learning (EPAL)** and the **European Youth Portal**, offering virtual collaboration spaces, databases of opportunities, communities of practice and other online services for teachers, trainers and practitioners in the field of school and adult education as well as for young people, volunteers and youth workers across Europe and beyond.

KEY ACTION 3–SUPPORT FOR POLICY REFORM

This Key Action supports:

□□**Knowledge in the fields of education, training and youth** for evidence-based policy making and monitoring in the framework of Europe 2020, in particular:

o country-specific and thematic analysis, including through cooperation with academic networks;
o peer learning and peer reviews through the Open Methods of Coordination in education, training and youth;

□□**Initiatives for policy innovation** to stimulate innovative policy development among stakeholders and to enable public authorities to test the effectiveness of innovative policies through field trials based on sound evaluation methodologies;

□□**Support to European policy tools** to facilitate transparency and recognition of skills and qualifications, as well as the transfer of credits, to foster quality assurance, support validation of non-formal and informal learning, skills management and guidance. This Action also includes the support to networks that facilitate cross-European exchanges, the learning and working mobility of citizens as well as the development of flexible learning pathways between different fields of education, training and youth;

□□**Cooperation with international organisations** with highly recognised expertise and analytical capacity (such as the OECD and the Council of Europe), to strengthen the impact and added value of policies in the fields of education, training and youth;

□□**Stakeholder dialogue, policy and Programme promotion** with public authorities, providers and stakeholders in the fields of education, training and youth are necessary for raising awareness about Europe 2020, Education and Training 2020, the European Youth Strategy and other European sector-specific policy agendas, as well as the external dimension of EU education, training and youth policies. They are essential to develop the capacity of stakeholders to concretely support the implementation of policies by stimulating the effective exploitation of the Programme results and generating tangible impact.

JEAN MONNET ACTIVITIES

The Jean Monnet Activities will support:

□□**Academic Modules, Chairs, Centres of Excellence** in order to deepen teaching in European integration studies embodied in an official curriculum of a higher education institution, as well as to conduct, monitor and supervise research on EU content, also for other educational levels such as teacher training and compulsory education. These Actions are also intended to provide in-depth teaching on European integration matters for future professionals in fields which are in increasing demand on the labour market, and at the same time aim at encouraging, advising and mentoring the young generation of teachers and researchers in European integration subject areas;

□□**Policy debate with academic world**, supported through: a) **Networks** to enhance cooperation between different universities throughout Europe and around the world, foster cooperation and create a high knowledge exchange platform with public actors and the Commission services on highly relevant EU subjects; b) **Projects** for innovation and cross-fertilisation and spread of EU content aimed to promote discussion, reflection on EU issues and to enhance knowledge about the EU and its processes;

□□**Support to institutions and associations**, to organise and carry out statutory activities of associations dealing with EU studies and EU issues, and to publicize EU facts among a wider public enhancing active European citizenship. Jean Monnet Activities also provide operating grants to designated institutions which pursue an aim of European interest;

□□**Studies and conferences** with the purpose of providing policy-makers with new insights and concrete suggestions via critical independent academic views, and to reflect on current issues of the

EU, in particular through the annual major international conference on highly political subjects with the participation of policy-makers, civil society and top-level academics.

SPORT

Actions in the field of sport will support:

Collaborative Partnerships, aimed at promoting the integrity of Sport (anti-doping, fight against match fixing, protection of minors), supporting innovative approaches to implement EU principles on good governance in sport, EU strategies in the area of social inclusion and equal opportunities, encouraging participation in sport and physical activity (supporting the implementation of EU Physical Activity Guidelines, volunteering, employment in sport as well as education and training in sport), and supporting the implementation of the EU guidelines on dual careers of athletes;

Not-for-profit European sport events, granting individual organisations in charge of the preparation, organisation and follow-up to a given event. The activities involved will include the organisation of training activities for athletes and volunteers in the run-up to the event, opening and closing ceremonies, competitions, side-activities to the sporting event (conferences, seminars), as well as the implementation of legacy activities, such as evaluations or follow-up activities;

Strengthening of the evidence base for policy making through studies; data gathering, surveys; networks; conferences and seminars which spread good practices from Programme Countries and sport organisations and reinforce networks at EU level so that national members of those networks benefit from synergies and exchanges with their partners;

Dialogue with relevant European stakeholders, being mainly the annual EU Sport Forum and support to Sport Presidency events organised by the EU Member States holding the Presidency of the EU. Other ad-hoc meetings and seminars relevant to ensure optimal dialogue with the sport stakeholders may also be organised as appropriate;

More information you can find on http://ec.europa.eu/programmes/erasmus-plus/index_en.htm.