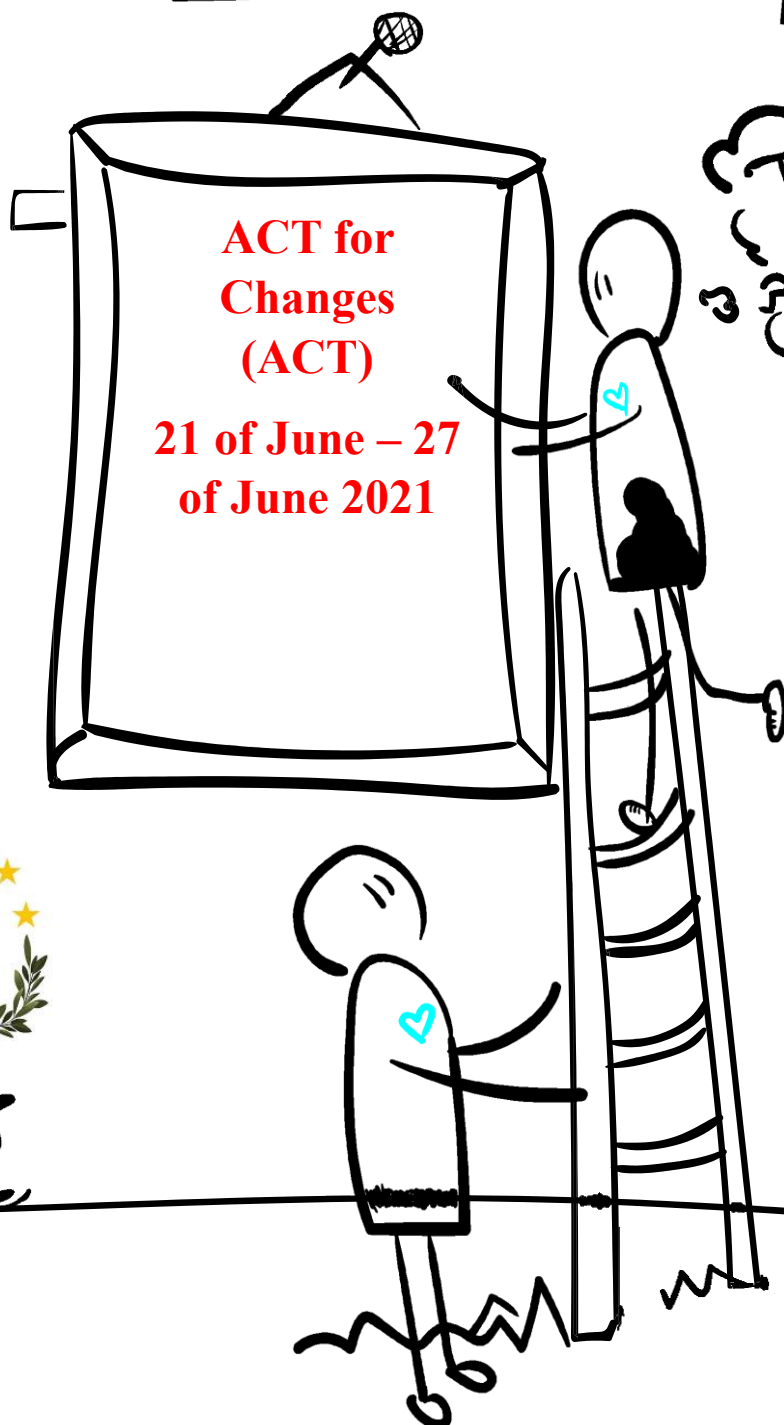


PARTICIPANT GUIDE >>>



TRAINING
COURSE!



IDC
Institute for Democratic Changes

- WELCOME -

ERASMUS+ PROGRAMME

KA 105 – MOBILITY OF YOUTH WORKERS
Double TRAINING COURSE: ACT FOR CHANGES

1st training: Pedoulas, Nicosia, Cyprus

Monday 21 June 2021 (arrival day) – Sunday 27 June 2021 (departure day)

2nd training: Rustavi, Georgia

Thursday 19 of August 2021 (arrival day) – Wednesday 25 of August 2021 (departure day)

Congratulations!

You are a partner in the Training Course “**ACT FOR CHANGES**” and you are among the 36 participants that will take part in the training. There will be participants from Cyprus, Georgia, Croatia, Armenia, Bulgaria, Portugal, North Macedonia, and Belarus.

You are among these participants because we believe that you will benefit from the training course. Also, we believe that you will be the one that can share his/her experience with others and therefore be the source of enrichment for the other participants.

We hope that those 5 days you will spend at “ACT FOR CHANGES” will be for you a vivid and useful intercultural experience. To achieve this, we need to look at some practical needs as well and therefore we have prepared this “participants survival guide” for you, which will help to answer many questions and as well to prepare for the project.

Read the guide carefully and keep it with you on your travelling!
(so you can check the information whenever you need to).



THE TEAM

The team is fixed but you must wait until you get to the first training in Pedoulas, Nicosia, Cyprus to check us out. We can tell you that the team of organizers and facilitators are from Cyprus and Georgia and we are very excited to work together with you. Now, you can see only our photos with few details, from the webpage of the program: <https://erasmusplus-act-for-changes.webnode.com/our-team/>



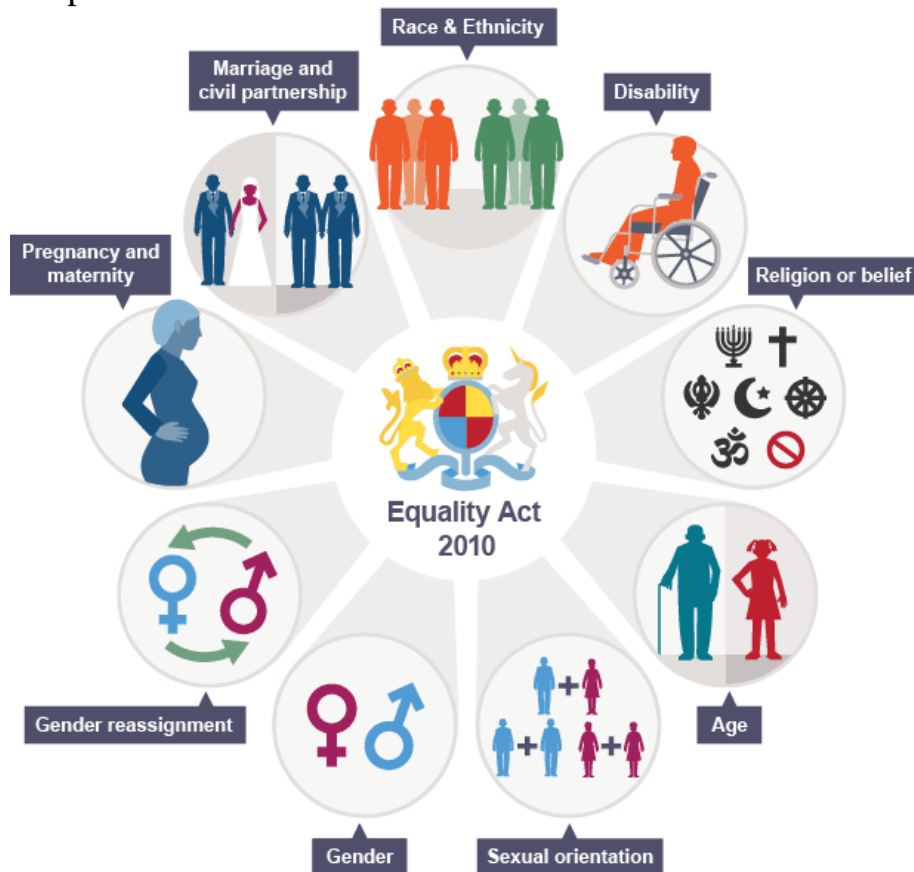
And how will we do that? It will be a training course, but it is not like the ones where you can sit back and relax. We will use active methods, based on experimental learning, in combination with practical theory. This means that you will work in workshops, with role plays and exchange the experiences you have and plan concrete future projects.

We are all ready and prepared to meet you soon in our project!



CONTENT AND ACTIVITIES

“ACT FOR CHANGES” is aiming to develop youth workers/leaders competences in the field of inclusion and non-discrimination to give them proper tools and methods to help young people to adapt with self-improvement and involvement in decision centers.



Cyprus: The first training will gather 36 youth workers to discover alternative ways of participation, discrimination, and the ways of combating it. In order to bring back to their organisation the competences and tools necessary to accompany young people from vulnerable groups in launching a local initiative. Most of our participants to this seminar will be youth workers or young peers who come from disadvantaged/vulnerable background (young people with fewer opportunities), and preferably the same as their target group for the project.

Georgia: Seminar dedicated to non-violent activism and to use it as an alternative way of youth participation. The training course will directly involve 36 youth, youth workers and develop the competences of these youth workers working with vulnerable young people in non-violent activism for the recognition and valorisation of their participation in European society.

The TC aims to equip participants with tools to spread these values among young people, to contribute to the promotion of a more open dialogue in cooperation and self-improvement and informed society that offers the same opportunities to everyone.

WORKING LANGUAGE

Whilst many of you speak many different languages the official training language will be **ENGLISH ONLY!**



“ACT FOR CHANGES”

Training Program will achieve the following objectives:

- Development of a more tolerant, inclusive, and egalitarian society.
- Support the reflection among participants on the different dimensions of ACTING, self-improvement, and mobility.
- Transfer and development of knowledge of European mobility programs in youth worker.
- Promotion of European cooperation between NGOs that are in contact with Inclusion, self-improvement, and youth mobility.
- Improving the key competencies and skills of young people.
- Including PAXs with fewer opportunities.
- Promote participation and active citizenship in European labor market.
- Increasing learning mobility opportunities for young people active in youth work.

AIMS OF THE PROJECT



Our Aim

Aim of the project is to promote non-violent activism as an effective tool for youth participation and inclusion of young people with fewer opportunities, particularly young people living in villages, internally displaced young people, refugees and minority groups. Through this training we aim to emphasize on the following subjects:

- To support cooperation and communication process among young people with fewer opportunities living in different part of Europe;
- To get familiar with elements and forms of discrimination and how and why to combat it; -To get familiar with the concept of democratic citizenship;
- To raise awareness about main principles of youth participation and non-violent activism as an effective instrument;
- To increase competences of participants on social/non-violent activism and analyze the connections with youth participation and democratic citizenship;
- To increase competences of participants to initiate, design and implement nonviolent actions and campaigns through digital tools (photography, videography).
- To provide a safe space and opportunity for participants to plan and implement follow up actions in communities;
- To provide young people with an opportunity to present their culture, learn about others and share their specific attitudes;
- To get familiar with Erasmus + program elements and its' benefits;
- vulnerable young people in non-violent activism for the recognition and valorisation of their participation in European society.

INTERCULTURAL NIGHTS

During the training course we plan to arrange Intercultural Night (total of 4 international nights). You will present your own cultures – national, regional, personal or any kind of culture you feel you belong to. These presentations, you will have approximately half to one hour per country, should not be a “lecture” but should be done in the creative way. This means that all options are possible. **A culture may be presented by a song, a story, a poem, a dance, some drink or food, etc. You may bring pictures, music, or anything which you consider to be most appropriate to present your culture.**

We appreciate if you find catchy and creative way to present your culture.



***We will not have a kitchen to prepare the meals for the intercultural evening, so we suggest that you adapt your food and drinks to that reality (we can arrange a refrigerator, if necessary). More details will follow during the training.*

NGO MARKET

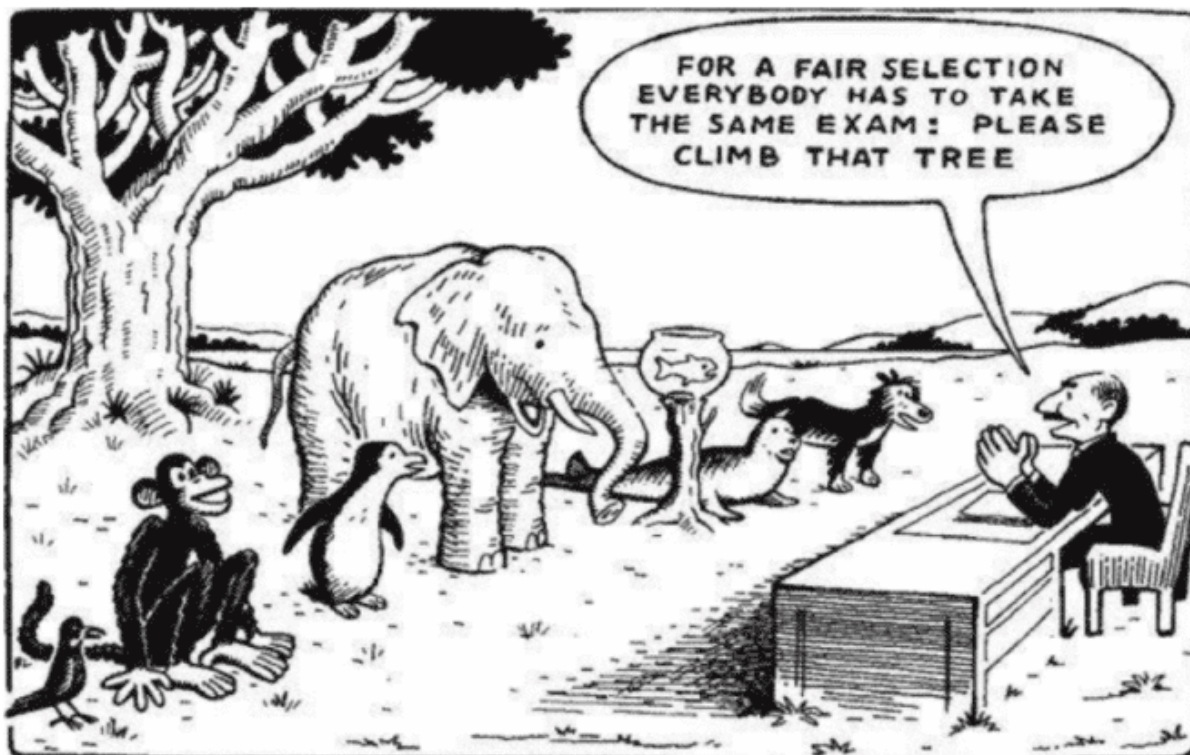
One of the nice side effects of international training is the opportunity to meet new nice and interesting people from different organisations all over Europe. So let us know which context are you recently active in and present your organization and their work.

BRING YOUR PROMO MATERIALS AND USE YOUR CHANCE TO MEET FUTURE PARTNERS!



PREPARING THE CONTEXT

In this section you can find web-links which will help to broaden your understanding of the ERASMUS+ programme (KA105), non-civic and intercultural education in the European context. These links will be useful for you before the training (in terms of introduction) and after the event (in terms of future project implementations as well as training opportunities).



Check out those useful links about European Youth Programs and Non-Formal Education:

General information on European Youth Program:

https://europa.eu/youth/home_en

Non-formal education and intercultural learning:

<https://infed.org/what-is-non-formal-education/>

Formal/Non-Formal/informal Education background:

<https://coletividad.org/formal-non-formal-informal-and-incidental-education/>



WHAT ABOUT HOMEWORK

In this section you can find hits which will help to complete your personal research in your area about the content of our TC: “ACT FOR CHANGES” These hits will be useful in an activity session with a lot of discussion about coaching in your areas and your organisations. Before to come in the training be prepared and be ready for a small presentation and discussion (not in Power Point but maybe with a poster or anything that you want to show us and tell us) which will make our TC more pleasant for all. **Try to be informed and to prepare a small report as HOMEWORK about the following:**



- Do a research to identify discrimination issues (minorities, disabilities, refugees and other discrimination issues) in each partner country.
 - to define discrimination issues in their places and
 - to find probably solutions their techniques of doing what they have done,
 - involving and being an active citizenship,
 - certain examples from their daily life in their countries.
 - vulnerable young people in non-violent activism for the recognition and valorization of their participation in European society.
 - non-violent activism for the recognition and valorization of their participation in European society.



NUMBER OF PARTICIPANTS

Training Course “**ACT FOR CHANGES**” will gather 32 participants (and 4 trainers/stakeholders) from 8 different countries. Check below to discover how many places your organisation has.

1st Training: Cyprus (21 to 27 of June 2021)

Just to know for your travelling to Cyprus from airport and back to the hosting place is going to cost approximately from 30 to 40 euro per participant according to the arrival airport.

Organisation	Country	Total No of participants	Trainers	No. of participants fewer opportunities	Travel grants per participant (EUROS)
ACPELIA	CYPRUS	6	2	2	0
IDC	GEORGIA	6	2	2	275
CET PLATFORMA	CROATIA	4	0	2	275
NO GORDIO	PORTUGAL	4	0	2	530
UNITED YOUTH	NORTH MACEDONIA	4	0	2	275
IYC	BULGARIA	4	0	2	275
YOUTH MIX	ARMENIA	4	0	2	275
YOUTH PY NEW FACES	BELARUS	4	0	2	275



USEFUL INFORMATIONS FOR TRAVELLING TO CYPRUS:

<https://www.hermesairports.com/covid-19/travelling-to-cyprus>

TRAVELLING

How I'm going to travel from my place to hosting place in Cyprus?

This can be done in 2 ways:

1st case: If you want, we can arrange all your travelling costs signing the contract and with a guarantee of €100 that you will provide, we will arrange all travel budget with the authorization of you and our travel manager.

2nd case: You can arrange by yourself the travelling from your place to Cyprus in one of our 2 airports Larnaca or Paphos.

In both cases you must be in contact with our Travel Manager (TM) so to get approval from him and then to get the tickets.

Email for the approval of your travelling:

erasmusplus.actforchanges@gmail.com

Also, in both cases we are going to arrange your transportation from the airport to hosting place of the TC.



We have a budget for travel costs. According to the restrictions of the Erasmus+ Programme we can only refund up to some of the travel cost, if the following points are fulfilled:

- ❖ Before to get the tickets, you must have approval from our TM.
- ❖ Your travel route is from your hometown to Cyprus and back (with the approval of our TM)
- ❖ You have chosen reasonable and economic means of transportation.
- ❖ Your travel dates are according to the programme (two days plus or minus is O.K., if you can prove that this transfer is cheaper, and with the approval of the TM)
- ❖ You have a receipt or invoice for the cost of your plane ticket and the boarding cards or the train/bus tickets. If you go by plane and book an e-ticket, please send us a copy by email (erasmusplus.actforchanges@gmail.com).

After you have booked your tickets, please send us the following details as soon as possible:

- ✓ Name of the Traveler (Participant)
- ✓ Date and Time of the Arrival and Departure
- ✓ Price of the tickets

Please send all the tickets and travel information to our Travel Manager:

erasmusplus.actforchanges@gmail.com

You must be always in contact with him !!!

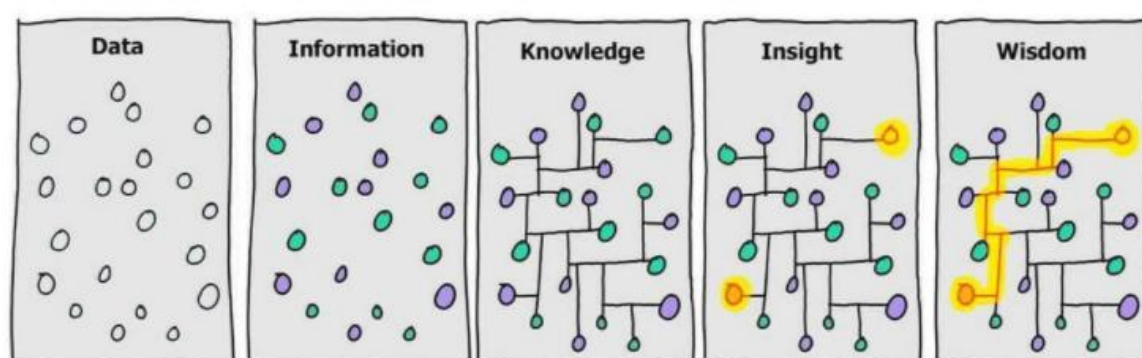
IMPORTANT!

- Reimbursement will be made as a wire transfer after we have all the necessary **ORIGINAL documents**. (boarding passes, plane-, bus-, train tickets, etc.).
- Charges for wire transfers to non-Euro-countries /non-SEPA-countries **are at participant's expense**.
- **We will not reimburse any amount exceeding the maximum budget** for each participant. So please book your tickets as soon as possible.
- If you would like to stay longer in Cyprus, you can book flights up to 2 days before/after arrival/departure of the dates of the training. **Tickets with the dates longer than 2 days after/before the dates of the training will NOT be reimbursed.**

YOUTHPASS

As you know, in all TC we are working with the YouthPass certificate. In order to prepare everything for you and also to arrange all themes with Youthpass certificate, food preferences and traveling details you have to complete with all information about you to the following google form:
<https://forms.gle/EnyLZVZpppKXLi4t8>

You must know that in the form that you are going to upload your personal agreement and your National ID (travelling document) if you want to take care of your travelling (contact with PM nicckolas44@gmail.com for more information's).



The revised Key Competences of YOUTHPASS are:

- ✓ Multilingual competence.
- ✓ Personal, social, and learning to learn competence.
- ✓ Citizenship competence.
- ✓ Entrepreneurship competence.
- ✓ Cultural awareness and expression competence.
- ✓ Digital competence.
- ✓ Mathematical competence and competence in science, technology and engineering.
- ✓ Literacy competence.

More information about YOUTHPASS: https://www.youthpass.eu/downloads/13-62-69/11-148%20Youthpass_brosjyre_2.korr.pdf

IMPORTANT INFORMATION ABOUT CYPRUS

In this session you will find useful information about your trip in Cyprus

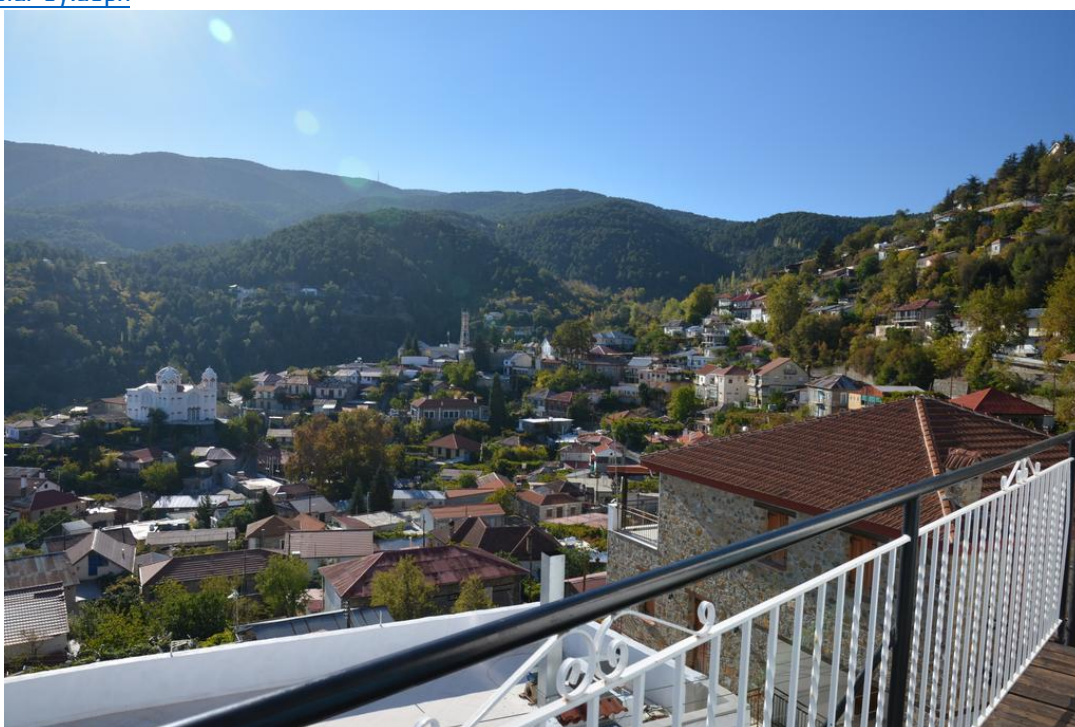
Power plugs and sockets in Cyprus.

In Cyprus the power plugs and sockets are of type G: this type is of British origin. This socket only works with plug G. You must bring an adaptor for charging your electronic devices.



Weather in Cyprus

Our TC is on early summer and in Cyprus we are having high temperatures. You can find information about the weather in Cyprus in the following link: <https://www.worldweatheronline.com/pedoulas-weather/nicosia/cy.aspx>



Venue Place: Elyssia Hotel, Pedoulas, <https://erasmusplus-act-for-changes.webnode.com/hosting-place-cyprus/>

We will share nationalities among the rooms (2-3 participants in each room). There is a bathroom/shower in each room. Bed linen and towels will be provided by the hotel. Breakfast, lunch, dinner, and coffee breaks will be provided in the venue place during the whole project.

As you can check on the website, the village offers different activities and possibilities, and it can be enjoyed by the participants.

Note: Organizers will not provide any accommodation for additional stay in Cyprus. If participants plan to arrive a few days earlier or depart a few days later, they are kindly requested to inform us, and we will be glad to help with booking a hotel.

Webpage of ACT FOR CHANGES

Organizers prepare a webpage of the program so to be able to find all the information that you will need for the program. In the page you will find the following subpages:

Initial information for the project:

<https://erasmusplus-act-for-changes.webnode.com/>

Initial information for the program:

<https://erasmusplus-act-for-changes.webnode.com/initial-information/>

Partners organisation and contact persons:

<https://erasmusplus-act-for-changes.webnode.com/organizations/>

Applicant organisation:

<https://erasmusplus-act-for-changes.webnode.com/applicant-organisation/>

Coordinator organisation for the project: <https://erasmusplus-act-for-changes.webnode.com/coordinator-organization/>

Information for the program (Project description): <https://erasmusplus-act-for-changes.webnode.com/trainings/>

Our working team of the program: <https://erasmusplus-act-for-changes.webnode.com/our-team/>

Training in Cyprus:

<https://erasmusplus-act-for-changes.webnode.com/training-in-cyprus/>

Hosting place in Cyprus:

<https://erasmusplus-act-for-changes.webnode.com/hosting-place-cyprus/>

Training in Georgia:

<https://erasmusplus-act-for-changes.webnode.com/training-in-georgia/>

Space for Evaluation:

<https://erasmusplus-act-for-changes.webnode.com/evaluation/>

Space for Dissemination:

<https://erasmusplus-act-for-changes.webnode.com/dissemination/>

<https://erasmusplus-act-for-changes.webnode.com/>

<https://erasmusplus-act-for-changes.webnode.com/coordinator-organization/>

<https://erasmusplus-act-for-changes.webnode.com/our-team/>

<https://erasmusplus-act-for-changes.webnode.com/training-in-cyprus/>

<https://erasmusplus-act-for-changes.webnode.com/hosting-place-cyprus/>

<https://erasmusplus-act-for-changes.webnode.com/training-in-georgia/>

<https://erasmusplus-act-for-changes.webnode.com/evaluation/>

<https://erasmusplus-act-for-changes.webnode.com/dissemination/>



Page will be informed continuously with all the information about the project. Be prepared!!!

FACEBOOK GROUP PAGE OF THE PARTICIPANTS

As participant, stakeholder, coordinator of partner organisation of the project you must be member of our group page in Facebook. Apply for being a member at the link:

<https://www.facebook.com/groups/1524913161233627>

In the group in Facebook all participants and leaders of the organization must get in contact between them and to know each other before their arrival in Cyprus where is our first training.



Just tell us anything that you want to share with the other participants, and probably a photo of you in the group 😊

WHAT TO BRING?

- **Clothes:** we don't have any dressing code at our training. So, feel free to take whatever clothes make you feel comfortable but remember Cyprus is a warm island on summer and of course as an island beach is nearby and we advise you to check the weather forecast in advance (do not forget swimsuit and beach clothes). The venue has a big outdoor area and a wide range of activities in the village. Pack suitable clothes to enjoy being outdoors.
- **Personal Hygiene:** Anything that you will need for your Hygiene.
- **Covid-19 Situation:** We believe that we will be ok with covid pandemic till that time, but we will inform you before the seminar if you need anything to do about this. All information for travelling to Cyprus for COVID-19 restriction in the link: <https://www.hermesairports.com/covid-19/travelling-to-cyprus>
- **Promo materials** with main information to present your Organisation during the evening of Organisation Market.
- **For Intercultural Evening:** Ideas, music, traditional dances, snacks, drinks etc to present your country and culture.
- **For better training:** Your positive mode and your lovely smile 😊

WHAT I HAVE TO DO?

From the moment that you are reading this info pack you must be a participant in the program: "ACT FOR CHANGES"

To be ok with all that you have to do about the program always to have in mind the following:

- You must sign, scan, and send participant agreement with the applicant organisation if you want to arrange your travel expenses.
- You must decide what to do with your travelling arrangement soon.
- You must complete with all your personal information and upload personal agreements to the following forms:

Training in Cyprus: <https://forms.gle/ZLGGPPddAu9tLXyL8>

Training in Georgia: <https://forms.gle/HPaozPrppjZQChBC7>

- Try to be a member in our Facebook Group:
<https://www.facebook.com/groups/1524913161233627>
- You must be prepared for the training (Page 9)
- You must be prepared for Intercultural activities and bring promo material for your organisation (page 7)
- You must wear your best smile for all the time of the training (you are going to love that!!!)
- Important email
 - Applicant organisation: acpeliacy@gmail.com
 - Partner organisation: info@i4dc.ge
 - Project Manager of ACT FOR CHANGES: nicckolas44@gmail.com
 - Travelling Manager of ACT FOR CHANGES:
erasmusplus.actforchanges@gmail.com



See you SOON IN CYPRUS