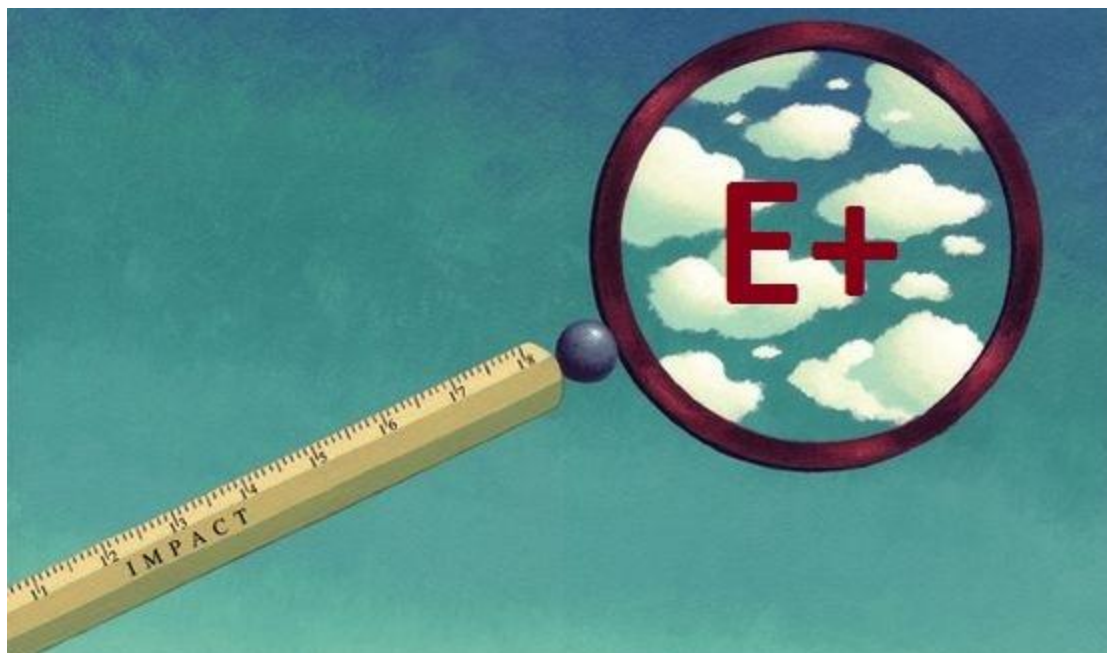




MORE Visible E+ for ALL



Erasmus + Youth Exchange

Topic: Active Youth Involvement, Visibility and Dissemination of Projects

Date: **1st stage:** 23rd June to 1st of July, 2018- Ada, Serbia

2nd stage: 17th to 25th of August, 2018 - Debrecen, Hungary

The 1st stage of the 2 stage Youth Exchange

Ada, Serbia – 23rd June to 1st July, 2018



IMPORTANT!!!:

After buying travel ticket please ask for invoices in a name and other dates for the coordinating organization. It's important because the project is funded by the Hungarian NA and at the end of the project we need to prove our expenses respecting the Hungarian Tax Law, which is asking as for original invoices in a name of the organization who receive the money from the Hungarian NA.

Datas for travel invoices:

Name: Országos KID Egyesület

Adress: 4025 Debrecen, Simonffy Str. 4-6. gf. 41.

Vat number: 18187472-1-09

Summary

The aim of the 2 stage Youth Exchange is to reflect on the last 4 years of the Erasmus+ program and increase the level of active involvement of the participants and the visibility, dissemination, exploitation of Erasmus+ projects in the future. With our project, we will initiate youth projects under Erasmus+ program which from the beginning give a huge focus on active involvement of the participants, visibility, dissemination and exploitation as good practices, young people that they can participate.

Now in the new Erasmus + programme, there is even bigger request from European Commission for these actions, to make huge waves of the supported projects, to reach more people from locals, from all corners of Europe.

It will give opportunity for youth , getting to know more about Erasmus+ youth projects of Erasmus+, invent together new projects with practicing already how to use tools, techniques and methods of visibility, dissemination and exploitation of their youth projects.

-The Youth Exchange will be learner based on the needs and expectations of participants and partner organisations. From the beginning partner organisations have to set up their organisational needs, find themes for inventing new youth projects based on the needs of the organisations, local communities and target groups, their participants have to represent the organisational aims, their



own learning needs and bring the youth project ideas with themselves as representatives of the organisations.

The 1st stage will be organised in Ada, Serbia from **23rd of June till 1st of July**????, where participants will learn details about Erasmus+, share their ideas and meet with good practices about active involvement, visibility and dissemination of results. In the stage between the 2 exchanges the participants will use the learned methods to raise awareness about Erasmus+ project in their community, and at the same time they will research about the needs of their local community and create basic ideas to target it with international projects. During the 2nd stage in Debrecen, Hungary, between 17th and 25th of August, the participants will work on project ideas to plan youth exchanges with higher impact on local communities, more effective involvement of the participants and wider ratio of visibility and dissemination of project results.

Dates:

Ada, Serbia – 23rd of June to 1st of July 26th 2018

Arrival: 23rd June- Late AFTERNOON, 2018 in Ada (Around 12:00 AM Budapest or Belgrade Airport/ Bus/Train station)

Departure: 1st July - Early AFTERNOON, 2018 from Ada (Late afternoon/night from Budapest/Belgrade)

Application

Every partner organization will do the selection procedure by them. We are giving you the possibility to find the best participants for this exchange.

For application we ask every partner to fill the attached application form and send it back to the E-mail address: stap85@gmail.com till 7th of June 2018 Year.

Participants profiles:

- Young people with different economic and social backgrounds and Young people with fewer opportunities between the age of 16 and 30 (5 participant+ 1 team leader-no age limit)
- Available English language skills.
- Interest and commitment to attend the full duration of the project
- Participants from: **Serbia, Bosnia & Herzegovina, Italy, Poland and Hungary.**
- **PARTICIPANTS WHO TOOK PART IN THE 1ST STAGE SHOULD TAKE PART IN THE 2ND AS WELL**



Financial Condition/ Travel Cost:

The Youth Exchange will be implemented in the frame of the Erasmus + Programme:

- Accommodation and food will be covered fully by the organizer.
- **Health insurance is obligatory and should be arranged and covered by each participant.**
- Travel expenses will be reimbursed according to Erasmus + rules as follow:

Participants will be reimbursed at of their travel costs of the 1st stage in Ada, Serbia (only if they fulfil all requirements they have during and after the Exchange and they took part in the 2nd Stage as well in Debrecen, Hungary and they give us all travel documents from the 1st Stage). In this case they get back their full travel cost for the 1st Stage (Ada, Serbia) at the beginning of the 2nd Stage in Debrecen Hungary. The travel cost for the 2nd stage will be reimbursed by electronic bank transfer 15 days after all the travel documents arrival to the hosting organisations post address.

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- **Proof of all the travel expenses you wish to reclaim: No payment will be made without a proof of your expenses! If you come by plane, please be sure to bring evidence of the sum actually paid (invoice in a name of the coordinating organisation, copy of credit card slip), a copy of the ticket and your boarding passes, or in the case of an email booking, a print out of the reservation confirmation and financial transaction. **DO KEEP ALL FLIGHT/TRAIN/BUS TICKETS, BOARDING CARDS, INVOICES ETC WITH YOU AND DO NOT THROW THEM AWAY!!!****
- Other Expenses: All other expenses during the activity, such as board, lodging and transportation, will be borne by the organizers. However, all participants' personal costs (like telephone calls, gifts and souvenirs, etc.) and/or any other cost not linked to programe's events have to be covered by the participants and will be settled directly by them.



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Notes:

- *Early arrivals or late departure will be the own responsibility of the participants. Please bear in mind that according to the guidelines of Erasmus+ program the travel back must be realized by participants on direct way within maximum of 2 days. In case of longer stays or indirect travel (holiday travel, etc) there is no chance of reimbursement.*
- *Registration is final upon arrangement of the travel: Once selected to participate, you need to arrange your travel ASAP to reserve your seat in the Exchange*
- ***Do not purchase any tickets without consulting with us***

Travel costs , routs and way:

-Participants from **Bosnia & Herzegovina**

- If it's possible use one of the participant's personal vehicle for travel from your home town to Ada and back. In this case are the realistic travel cost (Fuel cost, High way taxes and amortization) will be reimbursed in 100%, at the beginning of the 2nd Stage in Hungary.
- If it's not possible to use your own vehicle for travel, than you can use Bus (direct bus) or train to travel to Belgrade. In Belgrade, the participants will be picked up by the organisers mini van.



-Participants from **Italy** 240 Euro Maximum reimbursements for the travel costs from Acireala to Budapest/Belgrade Airport and back+ the organizers will provide a free transfer for the participants from the Airport to the Venue of the Project (Levelek, Hungary).

-Participants from **Romania, Hungary and Poland**: Under the direct discussion with the organisers.

Venue: Accomodation and Food in Levelek, Hungary

The Youth Exchange will be hosted in Hubertus Hostel 25 minutes from the center of the city.



Pictures about the hostel: Organizers will provide participants with accommodation (participants will share rooms 2-6 bed rooms) three meals per day & 2 coffee breaks. Please, keep in mind, that the provided food may differ from the food you are used to have in your country, and, even in case of providing food for special groups, e.g. vegetarians, it may not fully meet your expectations. **We strongly recommend participants to inform the organizers IN ADVANCE about any special needs.**

Checklist – what you need to bring with you:

- “Standard seminar equipment”: An alarm clock, any dictionaries you might require, music CDs and tapes, instruments that you may need, comfortable clothes, warm clothes to be worn both inside and outside, etc
- Please bring all necessary identity documents (social and medical insurance, I.D. etc.) in the case of need.
- Any materials you need to present you country (food, drinks, music, post cards) during the intercultural evening, specific working methods or tools)
- Personal hygiene equipments (Tooth paste, shower gel, **towel** etc.)
- Sportswear for outside activity.
- **Swim Suit**



Task for the selected participants during the preparation:

- Prepare a 1 minute personal introduction video/participant, or a 3-4 minute video for the whole group. The videos will be uploaded to a facebook group, which we will create in the near future, and give the opportunity to meet with each other, before the project.
- Get prepared for the cultural night (be creative, try to avoid Youtube and Power Point as much as possible).

Task for the partner organizations:

- Create a short Info sheet in your languages about the Ames, objectives, target group of the project, with a short explanation about the Erasmus+ program and upload it to your Website, facebook page, with the Hastags: #VisibleERasmus and #ERASMUSplus
- Prepare and support the selected participants for the YE.

Local Money:

The Serbian Currency is called **Serbian Dinar**. In the shops US dollars and Euros are not taken. There will be opportunity to exchange money (from Euros and US dollars). **1 Euro is around 120 Serbian Dinar** in the most of the exchange offices.

Organizers:

The exchange in Serbia will be implemented by “**Udruzenje za zastitu zivotne sredine Flow-E.R.**” from Ada, Serbia in cooperation with its partners and is responsible for organization, administration and logistics of the exchange in Ada, Serbia.

Contacts:

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IF YOU HAVE ANY QUESTION PLEASE DON'T BE AFRAID TO ASK.