

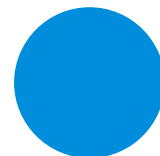


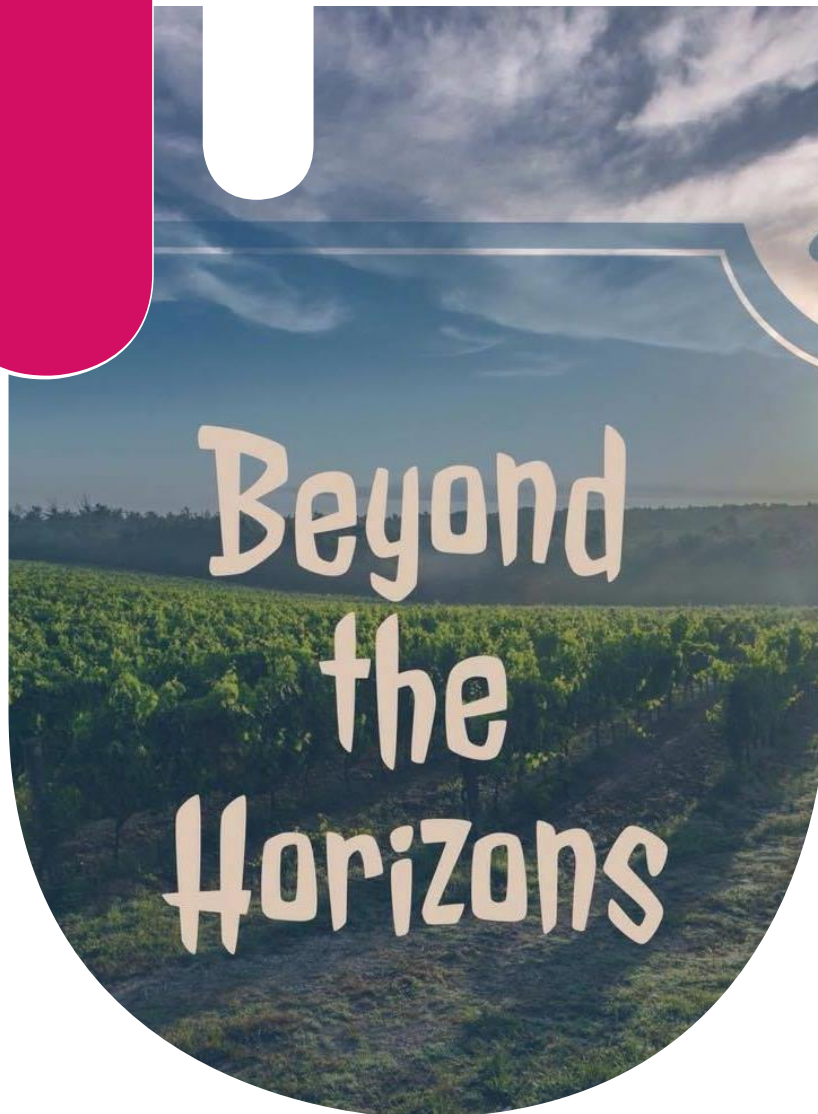
MAKING THE FUTURE



Erasmus+
Youth Exchange

May 22nd – 29th, 2020
Orta Nova, Italy





ABOUT THE PROJECT

We want to implement a project which aims to:

- Stimulate young people to work on their **personal development**;
- Support young people to find **their role in society**, receive their tools and a clear understanding of their **opportunities**;
- Encourage young people to take **actions and decisions** in their lives and for their future;
- Promote the **active participation** of young people, helping young people to become agents of positive change in their society and in Europe;
- Develop a better understanding of the concepts of **society, citizenship and participation**;
- Increase the visibility of young people on **European Union** programs and other international opportunities.

Our objectives are in line with the EU communication line, in which they propose a renewed commitment to supporting young people: better opportunities for access to employment, through education and training, access to mobility.

This project is strongly linked to **Erasmus+** as it relates to improving the level of key competences and skills of young people, including those with fewer opportunities, as well as promoting participation in democratic life in Europe and active citizenship, at intercultural dialogue, social inclusion and solidarity.

PARTICIPANTS PROFILE

Each partner organization will send 6 participants and 1 group leader (7 people in total). Participants and Leaders must agree to take part in the whole duration of the Youth Exchange: from May 22th to 29th, 2020.

PARTICIPANT PROFILE

- **Age requirements: between 18 and 22 years old;**
- In that period of their life, having finished high school or university and must decide about the paths for their own life;
- Sensitive to the social issues;
- Has a basic-intermediate level of English;
- Participants with economical/educational or geographical obstacles (young people with fewer opportunities) are welcome (4 people out of 7 for each participating Country);

LEADER PROFILE

- **Age requirements: older than 20 years old;**
- Has capacity to support his/her group
Previously participated as participant and/or leader to any youth project at national or international levels;
- Has high English literacy (B2-C1) level;
- Has previous experience in Youth Working and/or Erasmus+ programme;

HOW TO GET TO ORTA NOVA?

Before buying any ticket you must ask us confirmation. Your best choice will be to land in Bari or Naples Airport!

Choose preferably flights that are landing in Italy in the morning so you will have the time and the assured transportation to reach the Bari on time.

Very important: We will create a pickup point in Bari (airport or central station) accordingly to your arrivals. It is important that you will assure your presence in Bari not later than 17.00 on May 22nd. Transport will be organized with a bus from the pickup point to the venue of the Youth Exchange, **Orta Nova**. Cost of this bus is 20€ per person, and it will be covered with the travel budget. (This means that if your total reimbursement is 275€, you will be cut out 10€ from the total amount, so it will become 255€). (20€ is both for arrival and departure).

Do not reserve any train ticket in order to reach **Orta Nova**, as we will provide internal transport from Bari to Orta Nova. 😊👉

After you will communicate to us your arrivals, we will make a schedule that you can follow with information on the exact time and place of the pickup point!

Same goes for the departures, knowing that you will be in Bari in the morning of May 29th.



TICKETS GUIDELINES

The following guidelines are very important. Please make sure to read them carefully, and if you have any doubt please ask us!

SAVE THE DATE!

- **Arrival and Departure day** of the **Youth Exchange** are: **May 22nd to 29th**.
- **Eligible extra days** accepted from the National Agency for extending your stay in Italy and receive your reimbursement for your travel fully by our organization are up to 2 extra days. (Examples of travel days are: 22nd-29th, 21st-30th, 20th-29th, 22nd-31st, 21st-29th, 22nd-30th) Please remember that accommodation in Orta Nova cannot be covered for extra days.
- **Travel route must be approved by us, so before booking your flights ask us and wait for our approval.**
- Deadline for reserving flight tickets is: **March 22nd**
- **Don't forget to keep all your tickets**, receipts, reservations and boarding passes! In case of missing documentation we will NOT be able to reimburse you!

NEEDED TRAVEL DOCUMENTS FOR REIMBURSEMENT

- **Flight tickets** – choose second class, cheaper flights. For flight tickets you will have to provide: **Ticket Reservation** (you receive it online after you buy your flight, on which you find the cost of the ticket) & **Boarding pass** (for both ways, printed in original or pdf).
- **Train, Bus and Shuttle tickets** – make sure the date, the itinerary and the price are visible on the ticket, if you can get an invoice is better;
- **Transport by taxi or Rent a Car** – reimbursement is allowed only if public transport is not available; a personal written declaration will be needed. (Before using it you can speak with us in order to arrange a cheaper solution if possible);
- **Important:** Remember to take a screenshot of app or mobile tickets and boarding passes as it will disappear after you travel, so we need to save the proof.

TRAVEL REIMBURSEMENT & COSTS

Project budget covers: 100% costs for accommodation, 100% costs for 3 meals (breakfast, lunch, dinner) & 2 coffee break per day.

Travel costs (from your house to the venue) will be reimbursed according to distance (please check table below).

Reimbursement will be done after all travel documents and payment proofs will be collected. Reimbursement will be transferred on the organization bank account.

Group Leaders must collect all travel document for their group in this **Drive Folder**:

<https://drive.google.com/drive/folders/1Kwq3KeiE7nlf43lkzZaEAnXWeZhM2nai?usp=sharing>

After having collected all printed original forms, they will have to take pictures/scans and put them together with the digital version of tickets.

Please find in the Drive Folder also an Excel file as Reimbursement guide to fill in.

Reimbursement will be completed only when all documents are correctly collected.

| Organization | Country | Max sum per participant |
|-------------------|---------|-------------------------|
| Asbl Connections | Belgium | 275 € |
| Danish Youth Team | Denmark | 275 € |
| Greek Odysseuses | Greece | 275 € |

THE VENUE

The venue of the Youth Exchange is Orta Nova, a quiet small town in Puglia, Italy. The accommodation is an hostel nearby the center of the town.

Participants will be accommodated in many separate rooms according to gender and in mixed nationalities in a newly opened hostel.

Breakfast will be organized in the Italian way, so be prepared to taste espresso, milk and something sweet! *(There is no possibility of having an international breakfast, unfortunately!)*

Lunch & Dinner will be served in a **Traditional Local Restaurant** with traditional food from **Puglia**, so be prepared to taste delicious food!

Our special **working room** will be not far from the hotel and restaurant!





TO DO LIST

Please make sure to follow the next steps:

- Prepare yourself on the topic of the project, bringing your creativity and positive energy!
- Fill in the following form by **March 15th**:
<https://forms.gle/SoP4XCkxHhXXEWHm7>
- Reserve your tickets by March 22nd Upload your tickets and reservations in our drive, as explained in page 6 of the Infopack.
- Join the official **Facebook group**, where we will share more info and updates about the project:
www.facebook.com/groups/479411789617013
- **Cultural Night** – Every national group of participants from one Country will need to present their culture on the intercultural evening: you can bring some traditional food, show traditional dances and tell interesting facts and stories about your Country. You can also prepare games and quizzes!
- **Safety and Insurance** – the project budget will not cover a travel insurance, by the way we highly recommend to get an European Insurance Card.

OUR CONTACTS



BEYOND THE HORIZONS

Informal Group of Young People in Orta Nova

Facebook Page: **Beyond The Horizons ORTA NOVA**

Email: rockeirini@libero.it

Our phone numbers: (we are using Whatsapp!)

Rocco +39 327 00 96 476

Carmine +39 389 78 64 256

Elena +39 349 42 79 135

Raffaella +39 324 79 72 676

Facebook group of the project:

www.facebook.com/groups/479411789617013





GRAZIE FOR YOUR ATTENTION!

See you very sooooooon in Orta Nova, Italy!

MAKING THE FUTURE – ERASMUS+ YOUTH EXCHANGE