



Infopack

for

“Planning Youth Activities to Increase Employability”

Erasmus+ Youth Workers’ Mobility: Training Course

2018-3-TR01-KA105-061860



Zeugma Youth and Sport Club Association



10-15 July 2019 (6 day)

Gaziantep, Turkey

(Infopack Version: 1.00 - Date: 25/03/2019)

DATES

Activity dates : 10-15 July 2019

Arrival day : 10 July 2019

Arrival Time : before noon

Departure day : 15 July 2019

Departure Time: after noon

Our project doesn't have travelling dates. Due this reason, participants must travel within above days.

VENUE

Project Venue : Gaziantep, Turkey

Airports : Gaziantep Airport (GZT)

ACCOMMODATION

We will stay in a summer house training center. Pictures from the venue:



Participants will be divided according to the genders and will stay in shared rooms with 4-8 people. Our accommodation place **doesNOT have a private room** for less people. So, if you accept to come to this Training Course, you do not have a choice to change a room or stay alone, double or triple rooms. You need to share your room with other people.

ABOUT TRAINING COURSE

- Designing activities that will transform youth associations into employment bridges
- Solving the unemployment problem of young people
- Preparing young people for business life and giving practical information
- To get to know European tools and Erasmus+ programs and to use these opportunities according to their careers.
- To create a ground and activities that will enable them to acquire the knowledge, skills and attitudes they may need in business life.
- To prepare a handbook for the "Creative Activities of Youth Associations for Youth Employment Problems".

WORKING LANGUAGE

The language of training course will be only **English** but the languages of outdoor activities which will be used are English and Turkish (sometimes separated, sometimes together). Cooperation and linguistic solidarity between Turkish and English will be a major challenge during the activity. Turkish team will be always with participants to translate everything.

METHODOLOGY

Get to know games, ice breakers, group work, team building games, simulations, institution visits, evaluation activities, co-working workshop, learning companion, exploring learning styles, presentation of good practice examples, recognition of civil society activities, recognition of career and business world, political leaders interviewing, activity planning, brain storming, learning styles and other non-formal education methods.

PROFILE OF PARTICIPANTS

- Youth workers older than 18 years, youth leaders, NGO managers and decision makers
- Designing and serving youth activities in youth organizations
- Mentors, youth center managers
- Trainers and facilitators working with young people
- EVS coordinators and youth project coordinators

PARTNER ORGANISATIONS AND NUMBER OF PARTICIPANTS

Name of the organisation	Participant	Country	City
Zeugma Genclik ve Spor Kulubu Dernegi	2	Turkey	Gaziantep
Team for Youth Association	2	Romania	Baia Mare
Youthfully Yours Gr (NEOI ELLADOS SE EYROPAIKI DRASI)	2	Greece	Thessaloniki
PARAGRAF International	2	France	Paris
Asociacija "Aktyvus Jaunimas"	2	Lithuania	Kaunas
Youthfully Yours SK	2	Slovakia	Nížný Klatov
CODEC	2	Belgium	Hoogstraten
Sof Dagi Sport and Youth Association	2	Turkey	Gaziantep

TRAVEL COST LIMITS

Name of the organisation	Maximum amount of budget
Zeugma Genclik ve Spor Kulubu Dernegi	N/A / per participant
Team for Youth Association	275 € / per participant
Youthfully Yours Gr (NEOI ELLADOS SE EYROPAIKI DRASI)	275 € / per participant
PARAGRAF International	530 € / per participant
Asociacija "Aktyvus Jaunimas"	360 € / per participant
Youthfully Yours SK	360 € / per participant
CODEC	530 € / per participant
Sof Dagi Sport and Youth Association	20 € / per participant

REIMBURSEMENT PROCEDURES AND FINANCIAL DETAILS

- There is **no participation fee**.
- Travel costs will be reimbursed **up to % 90** of realistic price in order to encourage participants to book their travel tickets in advance. (as agreed in the infopack shared when writing the project)
- Reimbursements will be calculated **with real prices** of the tickets and the rest of the travel cost will stay in hosting / coordinating organization.
- All international tickets **must be approved by the hosting organization before buying it**, buying ticket without approval will not be reimbursed.

- Limitation for the international travel costs will be calculated according to the Erasmus+ Distance Calculator which is mentioned above as well.
- Taxi and private cars **will not be reimbursed** if there is a chance to use public transportation. Taxi and private cars may be reimbursed only after the approval of hosting organization with the price and depend on the situation.
- International tickets **will be bought by the participants** and all the reimbursement will be done on the spot by cash (during the project).
- Participants **must bring all financial documents** such as invoices, electronic tickets and boarding passes etc. of all relevant travel costs to be reimbursed.

DOCUMENTS FOR REIMBURSEMENT

- Reimbursement of travel costs will only be done upon presentation of all **original** tickets (including return tickets)

- **Original electronic tickets** (having route and dates) - Email Print Will Not Be Accepted. Please download e- ticket and **Receipt/invoices**

- **Boarding passes**/cards and baggage receipts

- **Travel stamps** (that you get at the passport control) and **Passport copies** (All the participants must bring their passports with them even if they can travel with ID, they must use passport to come. To get a stamp in the airport and proof of entering Turkey.)

- All tickets must be economic class (2nd class for trains). No reimbursement is done for business and first-class tickets.

Deadline to buy tickets: 10th of May 2019 – 5.00 pm (CET). Participants who didn't book their ticket until the deadline will be replaced with another participant selected by the hosting organisation.

VISA

Turkey is not in the EU yet so please bring along your passport. There is a need for visas for some countries' citizens. However, the visa can sometimes be obtained **at the border/ at the airport or online** at <https://www.evisa.gov.tr/en/>.

Budget for visa cost is around 25-30 Euro per participant. I guess only Belgium needs visa for now. But please check your country once again to be sure!

For more information: <http://www.mfa.gov.tr/visa-information-for-foreigners.en.mfa>

INTERNATIONAL TRAVEL GUIDANCE

Venue of the project is Gaziantep Province. However, there is only 1 airport in Gaziantep which is Gaziantep Airport (GZT) and you should be flying there directly (from Istanbul). We recommend you buy tickets online from the airport company directly, and you can get your invoice online as well. Then we can easily reimburse your travel costs with your boarding pass and invoice. Plane tickets must be bought to Gaziantep, Please, do not buy separate ticket to another city or airport.

If you want to buy it from a travel agency, please get these documents:

- Electronic ticket (having route and dates);
- Invoice (faktura or similar one, having stamp and signature);
- Boarding passes/cards and baggage receipts;

All tickets must be in economic class. And you need to get approval from hosting organisation before buying! No ticket without approval will be reimbursed.

LOCAL TRAVEL ARRANGEMENTS IN GAZIANTEP

Please wait second version of this infopack. We are waiting Istanbul Airport to be moved.



WEATHER

Weather averages temperature for Gaziantep in July is 35° degrees in day time and 20° degrees in the night. For more information we invite you to follow the weather forecast before arriving.

CURRENCY

The currency in Turkey is **Turkish Lira (TRY)**. The Euro rate is always changing but anyway I will remark it to see difference now and once you are here: 1 EUR is 6,49 TRY now (25/03/2019).

To give you an idea about how cheap is: 1 pack of cigarette is around 10-14 TRY.

PREPARATION TASKS FOR PARTNERS

- Finding motivated participants according to the profile mentioned above,
- To assist the travelling arrangements for participants,
- To warn them about the documents and reimbursement,
- To inform them about the schedule, tasks and rules,
- To inform them about Turkey and prepare them culturally,
- To organise “follow up activity” to disseminate project results,
- To write an article to the local and national news to disseminate project.

PREPARATION FOR PARTICIPANTS & TO BRING WITH YOU:

- Bringing leaflets, brochures, photos etc. to present your organisation. (No need for power point or online presentations.) Organisation bazaar will be offline!
- We have a swimming pool! :) So be prepared!
- Bring towel for shower
- And another towel for after-before swimming
- Slippers

- Swimming suits
- Shampoo,
- cultural objects, cultural drinks, cultural snacks, country flag,
- charger for your phone and PC,
- music instruments (if possible),
- backpack for free afternoon,
- video and photo cameras, computers (optional),
- smiling face (obligatory).

GENERAL ACTIVITY PLAN

It will be sent to the selected participants separately.

But for understanding the programme in general;

Day 1	Day 2	Day 3	Day 4	Day 5	Day 6
Arrivals before noon	Breakfast	Breakfast	Breakfast	Breakfast	Breakfast
Arrivals before noon	Day time Activity	Day time Activity	Day time Activity	Day time Activity	Day time Activity
Arrivals before noon	Day time Activity	Day time Activity	Day time Activity	Day time Activity	Day time Activity
Lunch	Lunch	Lunch	Lunch	Lunch	Lunch
Day time Activity	Day time Activity	Day time Activity	Visiting a local NGO	Day time Activity	Departures
Day time Activity	Day time Activity	Day time Activity	Free time	Day time Activity	Departures
Dinner	Dinner	Dinner	Dinner	Dinner	Departures
Evening Activities	Free time	Intercultural evening	Free time	Good bye party	Departures

Participants can stay 3 days extra before and after the project. But the cost for staying extra will be on participants themselves. Please get confirmation before you travel your plan. Late arrivals and early departures will not be accepted!

SOCIAL MEDIA ACCOUNTS

Web : <http://zeu.org.tr/>

Facebook : <https://www.facebook.com/zeuorgtr/>

Twitter : <https://twitter.com/zeuorgtr/>

E-Posta : zeuorgtr@gmail.com

Facebook Group : <https://www.facebook.com/groups/339568013313620/>

DETAILS TO BE GIVEN LATER

- How to get to the venue from airport(s)
- Activity plan
- Participant application form
- Travel form
- Reimbursement form

ORGANISED BY



Zeugma Youth and Sport Club Association

TEAM FOR NOW! 😊

H. Şansel OSKAN : Trainer
Mehmet ÇETİNKAYA : Trainer / Contact Person
Ayhan GÜMÜŞKILIÇ : President / General Coordinator
Faruk ERBAĞCI : Logistic Coordinator

CONTACT

Please do not hesitate to write any questions or messages:

zeuorgtr@gmail.com / +90 506 137 99 00

Best regards,