

Organizer, Applicant: NECI Cyprus



# Training on Digital and media tools: an asset for youthwork

TC on Professional development activities:

2024-1-CY01-KA151-YOU-000200606

Partners: Network for European Citizenship and Identity Cyprus,

Paralimni,

22-29/04/2025



# Partners:

- Network for European Citizenship and Identity Cyprus
- Youthfully Yours Slovakia
- Fiatalok Egysegben Egyesulet Hungary
- CET Platform Hellas
- MTU Parnu Noorte Vabaajakeskus Estonia
- European Youth Centre Břeclav z. s. Czechia
- EdUcAntwerp VZW Belgium
- OSILL NECI Stip North Macedonia

# INFORMATIONAL PACKAGE

## 1. Project Summary

This project is designed to promote Non Formal Learning through which representatives of the partner organisations will share personal and professional experiences, contribute based on their competences, work collaborative, irrespective background and develop a programme which will meet the following objectives:

Objective 1: International cooperation between experienced and not experienced Organisations and individuals but also between target group, youthworkers who aim for eliminating discrimination and marginalisation through international and European based funded Activities.

Objective 2: To develop projects to leave an efficient impact for the next Erasmus period on the topic of social inclusion and intercultural learning

Objective 3: To develop skills and competences to youth workers for improving basic key competences with main direction to the development of Digital competence and media literacy.

Objective 4: To develop competences of youth workers to train youths how to work with diversity using innovative and attractive methods based on nowadays technology

The project also meets International, EU and E+ objectives because:

- encourages participation of youthworkers, especially the ones with fewer opportunities
- secures safety and pleasant NF learning environment
- promotes the development of:

\*learning outcomes and improvement of basic key competences

\*practices for intercultural learning, equity and social inclusion

\*it's a project from youthworkers to youths and community

The Training will be held in Cyprus, hosted by NECI EU and will have the following objectives:

- (a) Increase awareness on the positive impact of Non Formal Education and inclusive practices for personal and professional improvement.
- (b) develop youthworkers learning to learn and Digital competence with main aim to influence youths and local community on developing opportunities for personal development
- (c) offer safe and educative space for leaning by sharing to all participants irrespective skills and background and promote non formal learning on the base of non formal method
- (d) explore and understand the power of Digital technology and AI for designing and orchestrating workshops in the youth work.
- (e) To train youth workers how to work with user friendly applications for professional development
- (f) create tangible and intangible results that can sustain the project impact

## Venue

Arrival: 22/04/2025 (arrival) to 29/05/2025 (departure)

Accommodation: [SEK Appartments](#) Paralimni. Apartments with 2 rooms (1 double bed, 2 single beds, private shower, kitchen, fridge, AC, TV). They will stay 3-4 persons per apartment.

Each participant must bring his/her towels and other necessary shower stuff (shampoo, etc). There is not any hairdryer, nor steam iron for ironing.



## 2. Participants' Profile

### 2. Participants' Profile

Partners NGOs will send 2 Youthworker/representative (20 + years old) with experience in youthwork (and/or facilitator or project manager) in Erasmus+ projects.

Profile: The participant need to:

Have knowledge and previous involvement in organizing and designing Activities in the youthfield.

Have basic experience on Erasmus+,

Have interest to improve digital, media and entrepreneurial skills

Have knowledge and experience in working in intercultural settings

be ready to support visibility during and dissemination after the project Activity of the topic.

Have basic skills on digital and media technology

**MUST** be able to communicate and write fluently in English

Will have a laptop or a tablet (either his/hers or from his organization, at least one per country)

(h) Priority to participants with fewer opportunities (financial, social, health, geographical barriers)

(h) will support visibility of the project process and content

### **3. Selection of Participants**

1 Organisations need to inform their members and bring them in contact to NECI EU in case of need for further questions.

Then they need to organize interview and discussion with the candidates who meet the profile of the participant.

2 Application: [CLICK HERE](#)

Deadline to complete this application form: **25/03/2025**

3 Furthermore, the representative of each partner in accordance to NECI EU must look for flights and the sooner possible to book the flight to Cyprus for the whole group as one (not individually) **ONLY WHEN THEY WILL BE ADVISED BY US** as well.

4 Deadline for booking tickets and inform us about it: between 04/02/2025 and 26/04/2025.

- 5 We WILL NOT ACCEPT flights that DO NOT DEPART OR RETURN TO COUNTRY OF ORIGIN/REGISTRATION OF THEIR NGO, since this practice is not accepted by NA Cyprus. Therefore we will not reimburse their tickets and expenses (Only if the participant uses bus or train to travel from his/her country to the neighboring country to get cheaper or more convenient flight).
- 6 We WILL NOT ACCEPT ANY PARTICIPANT WHO BOOK HIS FLIGHT WITHOUT PREVIOUS COMMUNICATION WITH US.
- 7 Any travel expenses without boarding cards, invoices and tickets, cannot be reimbursed and the expense of travel will be covered by the participant.

**IMPORTANT NOTICE:** The structure of the Training is intensive and demanding, plus requires full attendance and participation. It starts at 09:30 am and will end around 19:00 pm.

### **3. Budget of the Training**

The budget is fixed from the EPlus programme and includes accommodation, meals, transportation and travel and practical expenses.

We will arrange your transportation from Larnaca to Protaras and back with shuttle bus. There will be two meeting points to pick up the participants. One will be in Larnaca airport and the other one in Phinikoudes Avenue. The transportation will cost 20 euros (for both days). This amount will be part of the maximum allowance of the travel. In case your ticket will cost more than the maximum allowance then you will pay the bus fee in cash.

**Maximum allowance in euro for travelling per participant:**

## Allowance in euro for travelling per participant:

Country	TOTAL per person in Training course Maximum:	Number of participants	Destination
Cyprus	28	2	Larnaca airport or Paphos airport
N.Macedonia	309	2	
Belgium	395	2	
Hungary	309	2	
Czechia	395	2	
Slovakia	309	2	
Estonia	395	2	
Greece	309	2	
	*The exact amount is calculated based on the E+ Distance calculator and the E+ Guide 2025 from the home town to the Project place, based on the travel documents (receipts, invoices)		
<b>Number of participants</b>		16	

**We advise participants to arrive at Larnaca International Airport. Ercan airport is not eligible and not legal airport.**

Paphos airport: It costs between 15-18 euros one way to Larnaca airport by bus (intercity bus, kapnos shuttle, Limassol bus), and something between 100-120 min to arrive to Larnaca. If you will select Paphos airport then check the bus connection to Larnaca earlier to be on time (at least at 18:30 on 05<sup>th</sup> /04/24 at Larnaca airport).

## 4. Reimbursement



**4.1** Reimbursement will be completed in EURO through Bank Transfer to ONLY to their Sending Organisation Account between 30 April to 15 June 2025.

To proceed with reimbursement participants needs to present in original:

- a. Tickets (Planes, trains, bus, metro etc)
  - b. Invoices and payments receipts of tickets
  - c. Boarding pass/cards (hard copies or online) and a suggestion is to save even the baggage tags which include all of your travel data too. If you arrive with Ryan air, download the pdf boarding card from the website, because after the flight the boarding card from application is not available anymore.
  - d. Fill their tasks and do dissemination of the project:
  - e. (presenting outcomes and experience to their sending organization, organizing workshop or sessions with youths in their community or abroad,
  - f. Preparing and sharing reflection diary,
- completing the EU Survey which will be sent to their personal email after the Training in Cyprus)

## **5. Personal Insurance**

1) Insurance cover for personal effects is the responsibility of the individual participant. You are strongly recommended to insure your personal effects for the whole period of your absence from home. Neither NECI nor any venue used during the event can entertain claims against loss

of or damage to personal property. You are recommended to ensure that you have adequate medical insurance to cover the period of your stay in Cyprus. Contact your health insurance or travel agency for more details. You are also advised to issue the European Health Insurance card.

2) When booking a ticket, we advise participants to choose the option of refund in case of unexpected issue that might occur. Usually the flex option is between 10-30 euros. If this is in the travel budget we will cover it too.

## 6. What to bring with you:

**Laptop or tablet where you can work.** The project is a training on digital tools and media literacy. You will need a laptop or a tablet with high capacity.

**Sports/comfortable clothes:** Make sure to bring comfortable clothes for activities, trainers for the sessions but also maybe your free time you may wish to explore the area.

Towel, face towel, (if you need hair dryer and steam iron also)

Cash (coins or five euro notes) to pay the bus from airport to Larnaca (or Paphos) center. They don't take visas.

**Personal medication** in case of health issues (allergies, diabetes etc). You can not buy medicine from pharmacy stores without a prescription.

Hat/cap for our super warm sun but also warm clothes. April has around 28 celsiou to 32 celsiou during day and 13 celsiou to 16 celsiou during nights. Often is considered to be rainy month too with unexpected cold.

**And most important:** Ideas and cultural aspects from your country and many recreational activities.

## 7. Some more information

1. Arrivals: the latest at 18:30 on 22/04/2025 (at the airport of Larnaca). We will have a dinner at 20:00 and then a brief welcoming. The official programme starts at 09:30 on 23/04/2025.

2. The hosting organization covers accommodation, meals and a breakfast and 2 coffee breaks

Dinner on arrival: 22/04/2025/Full board: 23-28/04/2025/ Breakfast and lunch on departure: 29/04/2025

3. We do not cover anything else that is not in the official agenda/timetable of the Project.

4. All travel documents shall be provided before departure, (if after departure then through mail with tracking number/registered mail)

5. Travel days: 22/04/2025 for Arrival and 29/04/2025 for Departure. Book/reserve your tickets to these dates.

6. In case you wish to arrive a day earlier or depart a day later it's at your expenses. Any arrival earlier than 22/04 or departure later than 29/04 needs to be approved by hosting organization and then by NA Cy.

7. We have facebook group also, so you are suggested that you need to follow it for information related to the project: Add your representatives pls.



8. Official hashtag of the project: #DT4YW2025 (digital technology for Youthwork 2025)

9. Other hashtags need to promote: #necieu, #erasmusplus, #(your organization)

## 8. Other important information

**Weather** - April is considered medium warm but sometimes rainy month. Hoodies and jacket might be also a good idea.

Electricity: **Cyprus has the 240 Volt/ 50 Hz 3 pin electricity plugs - so you will definitely need adaptors make sure you bring at least one with you (and your chargers for mobile phones, cameras etc ;-)**

Cyprus Time Zone: UTC (or GMT) +2



Cyprus International Dialing Code: +357

Local currency of Cyprus: euro

## 9. Contacts:

neci.eu@gmail.com, +35799465221 renosge@gmail.com -Renos Georgiou

### \*TIMETABLE: 22/04/25 - 29/04/25

Time	22/4	23/04	24/04	25/04	26/04	27/04	28/04	29/04
10:00 – 13:30		Get to know each other – Making the team	Digital Skill and Media Literacy clarification of basic project principles  Sharing of experiences	Supporting the impact of dissemination through applications/software - Sharing of experiences  Developing the Media Literacy competence through NFL	<i>Cultural identification and the importance of social and digital interaction to the local settings – (digital tasks in the city)</i>	Preparing our workshop on digital technology and media literacy for school	Activities at the field -School  13:00-13:30 Reflection on the experience	Departures
	Lunch Break							
15:30-19:00	Arrivals and dinner	Basic Project concepts and E+	Expert/guest on AI	Expert/guest on DT	Preparing our workshop on digital technology and media literacy for school	And Personal /professional Blog	Dissemination of previous projects as good practice Evaluation	
	Ice breaker and welcoming	Shield of Life (by Spain)  Approaching the Project topic				Project results and products	The next steps after the meeting to Cyprus  Reflection Diaries	

		through Youthpass						
21:00 – 22:00			Intercultural evening	Intercultural evening	Intercultural evening			

Coffee breaks around 11:00 -11:20 am and 17:00-17:20

And Lunch time: 13:30 -15:30

WHATEVER YOU NEED TO ASK MORE, IF THERE IS ANYTHING NOT CLEAR, IF YOU HAVE ANYTHING THAT YOU WANT US TO INFORM YOU ABOUT, PLS DO ASK US