

# **FOCUS – Find your competences & use them SMART**

## **Activities of the project:**

<b>Full period:</b>	<b>15.09.2017 – 14.02.2019</b>
<b>1. Advanced Planning Visit:</b>	<b>07 – 10 june 2018, Râmnicu Sărat, RO</b>
<b>2. Youth Exchange 1:</b>	<b>22 august - 01 september 2018, Ramnicu Sarat, RO</b>

## **1. Summary of the project:**

FOCUS project will be implemented during a period of 17 months, between 15th of September 2017 to 14 th of February 2019. The idea of this project has start taking into account the need to remove youth from harmful environment amongst nowadays society (internet, online games, abuse of alcohol or other substances) and to engage them in attractive, motivating, interesting leisure activities. In order to touch our goals we start this project, who contains An APV and 1 youth exchange, in which we would propose, analyse and centralise methods for leisure, and later, to develop, pilot and practically apply a methodology and a manual of best practices as an instrument of cohesion, community involvement and intercultural dialogue.

Implementation of this project is the responsibility of eleven promoters from: Romania, Spania, Italy, Turkey, Azerbaijan, Moldova, Bosnia, Lithuania, Grece, FRY of Macedonia and the Latvia.

### **The objectives of our project are:**

1. Increasing the level of information on the supply of methods and leisure tools;
2. Developing the personal and professional competencies of youth workers in leisure activities;
3. Increasing the operational capacity of promotional organizations by developing a methodology of good leisure time practice combined in a manual to be developed throughout the project and distributed to organizations in the EU;
4. Developing practical leisure time skills by working in intercultural teams;
5. Increasing the visibility of non-formal education.

## FOCUS

APV and Youth Exchange, Rm. Sarat, Romania  
Partners : ROM, SPA, ITA, TUR, BUL, GRE, MAC



Erasmus+

Changing lives. Opening minds.

## The project will have further activities:

The Youth exchange will be held in Ramnicu Sarat between 22th OF August 01st of September, with 42 participats and 7 group leaders (6+1/ national group).

This youth exchange comes as a necessity to put in practice and to test knowledge acumulated in prior activities and it is structured by the pricipile of coordonation of daily activities by another promoter in each day. The results will be tested through performing in the last day. And in this case, proposed methods come from non-formal education: interactive presentation, workshops, round table, teambulding out/indoor, roleplay, living library, world cafee, forum theatre, flash mob, urban peinting, intercultural evnings, sport activities, brainstorming, debriefing, tematic visits. The performing will be made through a thematic tresure hunt- leisure time.

As an output of this project, the manual of good practices will be piloted in the disemination period in leisure laboratories, in other EU youth organizations and in secondary schools. The existence of this manual will have a distinguished impact at institutional level, thus being developed the educational offer, increasing organizational capacity, quality of youth work, partnerships at EU level and implementation of Erasmus + projects.

## 2. COMPOSITION OF THE GROUPS FOR EACH ACTIVITY

### 1. Advanced Planning Visit: 07 – 10 June 2018, Ramnicu Sarat, RO

**1 Participant per country (no age limits) - the group leader which will represent the group for the youth exchange 1 (It is MANDATORY the the group leader of the APV to come also as group leader during the Y.E.).**

### 2. Youth Exchange: 22 AUGUST – 01 SEPTEMBER 2018, Ramnicu Sarat, RO

**6 Participants (18-29 years old) + 1 Group Leader (no age limits).**

### **IMPORTANT!**

The participants can stay in Romania 5 days more than the mobility but only on their costs. The dates can be organized before and/or after the exchanges.

Please note that the organizers will not provide any additional accommodation outside the dates of the mobility! If you wish to travel on other dates than the dates of the Mobility, please take contact with the organizers before purchasing your tickets!

Please plan your trip carefully: in case your travel dates are different than the ones above mentioned, the organizers might not be able to reimburse you!!

## 3. Structure of the Project and TASKS!

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*APV and Youth Exchange, Rm. Sarat, Romania*  
*Partners : ROM, SPA, ITA, TUR, BUL, GRE, MAC*



The project is composed by 1 Exchange and 1 APV organized on 3 very important phases, as it follows:

### **1. PREPARATION AND VISIBILITY OF THE PROJECT (before each Exchange)**

In this phase each organization has the next tasks:

- To select the participants also for APV and EXCHANGE;
- To participate for the APV meeting;
- To prepare all the activities in national groups;
- To make the project visible in each of the 7 communities using: materials, publishing articles and posting on Facebook,
- To prepare the materials for traditional evenings: presentation, food, dances and to fix responsibilities for each participant;
- To organize local activities, events in order to promote the project;
- To communicate with the other participants on the facebook group of the project;
- To organize the travel and to buy tickets and to organize the financial documents;
- To obtain Visa for all the participants which requires it;
- To sign and stamp the INTERNAL AGREEMENT;
- To decide about all the important aspects which can influence the YE.

### **2. YOUTH EXCHANGE:**

- To participate to all the activities planned by the agenda;
- To sign all the documents required in order to prove the participation;
- To be as active and involved as possible in order to achieve the aim and the objectives of the project;
- To make the project/exchange as visible as possible and to bring an impact to the community;
- To cooperate with all the participants and Leaders;
- To have a fair behavior and to respect the rules/common agreements settled by the group.
- To bring all the financial documents and to provide the details of the partner organization account;

### **3. EVALUATION AND DISSEMINATION: (after each exchange)**

- To send the Mobility Tool Evaluation in the next week after the end of each exchange;
- To promote the results of the project in each of the 7 communities for a better impact through media, online, offline, specific activities generated in connection with the partner organization;
- To send all the financial documents in order to validate the costs and to receive the refund;
- To multiply the effects and results by generating new ideas of projects together with project partners;
- To promote the Blog of the project and all other Materials of dissemination which will be generated through the project;
- To write articles and to publish them on the personal pages or blogs or in written or online media;



## 4. Project partners:

No.	Country and town	Name of the Leader	Partner Association	Email
1	<b>Romania,</b> Ramnicu Sarat	Violeta Vilcu	Centrul Cultural Florica Cristoforeanu	<a href="mailto:violeta.vilcu@gmail.com">violeta.vilcu@gmail.com</a>
2	<b>Turkey,</b> Bursa	Emre Demirer	E-geçlik Derneği	<a href="mailto:Emre-ibal@hotmail.com">Emre-ibal@hotmail.com</a>
3	<b>Greece,</b> Kalamata	Fotini Arapi	K.A.N.E.	
4	<b>Macedonia,</b> Skopje	Andrijana Steriova	ASSOCIATION FOR PROGRESS, EDUCATION AND LOBBYING NEL SKOPJE	<a href="mailto:pel_youth@yahoo.com">pel_youth@yahoo.com</a>
5	<b>Bulgaria,</b> Sofia	Shirin Amin	Champions Factory Sports Club	<a href="mailto:championsfactorybg@gmail.com">championsfactorybg@gmail.com</a>
7	<b>Italy,</b> Torino	Pasquale Lanni	ASSOCIAZIONE CULTURALE EUFEMIA	<a href="mailto:pasquale.lanni13@gmail.com">pasquale.lanni13@gmail.com</a>
7	<b>Italy,</b> Antillo	Francesco Lo Giudice	ProLocoAntillo	<a href="mailto:cixiolg@hotmail.it">cixiolg@hotmail.it</a>
8	<b>Spain,</b> Valencia	Maria Perez-Cejuela Lopez	Cremant Muses	<a href="mailto:Mpcl.maria@gmail.com">Mpcl.maria@gmail.com</a>

The project will be held in **English language**. The participants should have at least basic understanding of this language.

**YOU CAN BUY YOUR TICKETS AND DO ALL THE PREPARATION COSTS JUST AFTER THE APPROVAL OF THE ROMANIAN PARTNER**

**The national currency in Romania is LEU; 1 € = 4.60 LEI**

## 5. Selection details:

For the mobility, each partner will send 6 participants (16 –29 years) + 1 group leader (no age limits)

- the national groups should have: 3 males + 3 females + 1 Group leader
- At the end of the selection, please send us on mail all the applications registered!
- Think to add in your groups people with few possibilities coming from the next backgrounds: social, economic, cultural, geographic problems in order to insure equality for all potential participants.

## 6.Travel reimbursements

The organizers cover 100% of the real travel costs from your home to Rimnicu Sarat and back considering the general limit applied for each participant – Distance Band. If the ticket will be bought more expensive, the difference between the limit approved and it's prize will be covered by each participant.

**The reimbursements will be preceded only by bank transfer** after the youth exchanges upon sending all travel documents and international bank details and **only in the account of the partner.**

Reimbursement of travel costs will only be done upon full attendance of the mobility and just after the the presentation of the next documents, in original:

**For plane:**

- Boarding passes
- Electronic tickets
- Invoice
- Proof of payment - **Receipt** for paying by cash or **account extract/credit card slip/bank statement** from where to be seen the details of the transaction in case you will pay by credit card/bank transfer;

**Fur bus:**

- Tickets
- Invoice (if the case)
- Proof of payment - Receipt for paying by cash or account extract/credit card slip/bank statement from where to be seen the details of the transaction in case you will pay by credit card/bank transfer; (if the case)

**The documents will be given in original to the organizers during APV and EXCHANGES and the rest of the documents (for going back in your countries) to be sent by POST to the following address:**

*Primaria Ramnicu Sarat,  
Str. N. Balcescu, Nr 1.,  
Ramnicu Sarat, Buzau,  
125300, Romania.*

*IN ATENTIA VOLODEA MATEEVICI*

Any wishes to stay shorter or longer should be consulted with organizers prior any booking! You should know that you can book your tickets for coming 2 days and going back 2 days after the end of the Exchanges. For this period you will decide about your program, also covering all the necessary costs.

**Taxi costs are not eligible for reimbursements.**

Reimbursement will be done in EUR, regardless of the currency indicated on the ticket and receipt/invoice.

Please check the table below with the information on the travel budget limits for roundtrip! If travel costs exceed the amount budgeted in the project, the organizers will only be able to reimburse participants the sum mentioned on the limits of the budget.

Participants are therefore strongly advised to book their tickets well in advance.



## Travel REFUND LIMITS:

### For APV and YOUTH EXCHANGE

#### Travel destination: Ramnicu Sarat, RO

**Bulgaria - 180 Euro**

**Spain – 360 euro**

**Greece, Italy, Macedonia, Turkey – 275 euro**

The tickets prize will be refunded for each participants on the limits mentioned  
 If the prize will be higher, the difference will be supported by the participants being considered contribution for the project.

## 7. VISA DETAILS:

For **TURKEY** - In order to come in Romania for the APV and Exchange we have in the budget also costs for visa, which includes proper travel way to take visa + the effective costs of the visa. In order to refund the costs please provide all the documents.

<b>Turkey (APV)</b>	<b>– 110 euro for 1 Participant</b>
<b>Turkey (EXCHANGE)</b>	<b>- 770 euro for all 7 participants</b>

Also, to obtain the visa, please contact us in order to do for you the **INVITATION LETTERS** as soon as possible, and send us in this way, all the information of the participants that we should complete in the Invitation Letters for Visa! We recommend you to buy tickets early, in order to find them on the limits of the budget.

## 8. Accomodation and Food

You will be accommodated in rooms of 2/3/4 participants of same gender in a 2 / 3 stars hotel, in Ramnicu Sarat – Pensiunea Cristina (<http://pensiuneacristinaoareavu.freewb.ro/>), Buzau Region, Romania.

During the APV, the group leaders will decide about the composition of the rooms: mixt or national groups!

Bathrooms and toilets are available in each room. Bed lines are provided by the hotel. Please bring your own towels and items of personal care! Also, thinking at the thematic of the project and the fact that we will develop activities under the sun, please don't forget to bring all necessary things as creams, etc.

Food will be provided 3 times a day plus hydrating breaks. Please let us know in advance if you have special needs (vegetarian, vegan, no pork meat, allergies, special diets due to medical treatment etc.) in the application form.

Each country will have the possibility to organize a traditional evening in order to promote it's culture, traditions, foods and others. In this way don't forget to bring some videos, foods and drinks, prepare some moments, presentations and others. Consider that the costs for preparation of the traditional evenings will be supported by the participants and leaders.

## 9. Health insurance

The organizers do not provide any health insurance for the participants.

The participants are requested to purchase individual health insurance for their stay in Romania. Please bring the medications you may need as well.

## 10. Practical information

### **The participants are asked to bring:**

- Presentations, materials, brochures, pictures to present their organizations during the youth exchange (as we will set during the APV);
- Traditional drinks, delicatessens, promotional materials to present their country and hometown during the intercultural evening;
- Clothes according to the activities and weather conditions;
- Towels and items of personal care;
- Needed medication

### **The activities will take place in:**

Ramnicu Sarat - [https://en.wikipedia.org/wiki/Râmnicu\\_Sărat](https://en.wikipedia.org/wiki/Râmnicu_Sărat)

### **HOW TO ARRIVE IN RAMNICU SARAT?**

The nearest airport is Bucharest OTOPENI, at not more than 120 km from Ramnicu Sarat. Once you landed there you have bus or train to GARA THE NORD (Maine train station in Bucharest, which costs around 7 lei, or 1,5 euros). From Gara de Nord you take the train for Rimnicu Sarat which costs around 55 lei, about 13 euros. Here, in Ramnicu Sarat we will wait for you or if not, you can take the taxi for PENSIUNEA CRISTINA – around 5 euros.

## 11. Contact details

**If you need help with your travel booking or have any questions regarding the youth exchange, please do not hesitate to contact:**

### **Violeta Vilcu**

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0040 751 203 331

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