

# *International Training Course*

## *"Globally Connected, Locally Engaged"*

23 / 11 - 02 / 12 / 2018

Houffalize & Brussels, Belgium



**Call for Participants**

**Dear partner organisations, friends and colleagues,**

Association for European Cooperation, Development and Communication – CODEC vzw is happy to invite you to **nominate your participants to our upcoming Training Course “Globally Connected, Locally Engaged”**. We are very happy to have you as partners and we very much look forward to implement this project together with you and to receive your participants!

**The deadline for nominating your participants is Tuesday, August 16th (in 2 weeks from now).** Until that date, your places are guaranteed. After that date, if you did not “fill” your places, they will be free to be taken by the other partner organisations and applicants following a “first come first serve” principle, as well as following the guidelines of the Flemish National Agency for shifting places between partners. Please inform us as soon as possible if you experience and difficulties in finding the relevant participants.

**The registration form for nominating your participants is here:**

[https://docs.google.com/forms/d/e/1FAIpQLSf4FkI2SreB4MrNig5yvNNYRTA\\_dArRCPak5wh9RCg5bizXJag/viewform?usp=pp\\_url](https://docs.google.com/forms/d/e/1FAIpQLSf4FkI2SreB4MrNig5yvNNYRTA_dArRCPak5wh9RCg5bizXJag/viewform?usp=pp_url)

**We fully trust you to nominate suitable participants**, please read carefully this whole document where we also indicate the **required profile of participants, the conditions of participation** and etc. After nominating your participant(s) **please do not arrange any travels yet, wait for green light from our side**. In order to speed up the process, we will make a **first wave of green light for travel arrangements on Monday August 13, and the second on Monday August 20<sup>th</sup>** after the deadline for nominating participants.

**We also happily invite you to nominate more participants than you have places available.** After the deadline August 16, if other partners failed to fill all their places, these places might be shifted to you (if the Flemish NA approves and if you do not exceed the available travel budget). **In case you nominate more participants than you have places available, please kindly indicate your preference of whom of your nominees if for the guaranteed places and who is additional.**

## PARTNER ORGANISATIONS AND PLACES AVAILABLE

Partner	Country	Number of pax	Travel costs limits, EUR/per participant
CODEC vzw	Belgium	3	180.00
PlanBe, Plan it Be it	Cyprus	3	360.00
YOUTHNET CYPRUS	Cyprus	3	360.00
MTÜ NOORTEVAHETUSE ARENGU ÜHING ESTYES	Estonia	2	275.00
YOUNET	Italy	3	275.00
DONUM ANIMUS	Latvia	3	275.00
ASOCIACION JUVENIL INTERCAMBIA	Spain	1	275.00
GEOCLUBE ASSOCIACAO JUVENIL DE CIENCIA NATUREZA E AVENTURA	Portugal	3	275.00
SDRUZHENIE GLOBOL ORGANIZEYSHAN FOR DIVELAPMANT	Bulgaria	3	275.00
Association Strive!	Croatia	3	275.00
Associació Cultural Tabalà	Spain	1	275.00
Youth Work Association	Turkey	2	360.00

## AIM AND PROGRAMME ELEMENTS



Local community have a huge potential in terms of informing, making awareness, including and building a community therefore specific methods designed for community work are highly recommended in this field and specially in times when they are not so widely applied. Youth work plays an essential role in reaching and bringing together young people who face exclusion on a daily basis.

Animation is considered one of the powerful tool for youth workers reaching out young people with fewer opportunities and uniting the community. An

animator is therefore like a facilitator - like an electrician who arranges electrical cables, switches, plugs, sockets, cut-outs, holders into a circuit and connects it to the mains, so that whenever necessary, the current flows and lights come on, fans rotate, appliances start operating. In this example the electrician is neither the power nor its source but he/she facilitates the flow of power to get things to work by keeping everything connected.

*The main goal of the project is to raise the capacity of youth workers and young people to contribute to a cohesive society though alternative youth friendly methods (animation methods and techniques that could reach more and more young people);*

The training course will have the following structure planned:

- Research and deeper understanding–of various social issues relevant for the participants (social exclusion, active participation, discrimination, various global issues etc. – based on the needs of the group and the local context;)
- Methods – various techniques of animation (developing practical skills in Face painting,Integration dances,Long balloons curving,Theater,Origami,Klanza animation scarf,Big soap Bubble creation, Simple chemical experiments,Board games that does not require knowing the common language,Creative recycling, Puppet theater, Introduction to circus activities,Preparing flashmobs and etc.)



- Developing, Planning, Implementing and Evaluating a Final event (Animation Campaign) – the group will go through all the important steps of creating an Animation campaign, which they will actually do in the training and implement during the final presentation in Brussels.

The training will be based on practical work. There will be a **final presentation with the different communities in Brussels** as a result of the work done and as an important learning opportunity for the participants. The participants will contribute to realize a **tool kit** about the tools they are implementing.

### THE VENUE

In between 23 – 30/11/2018 we will be staying in an **old farm near Houffalize**, a small village **180 km away from Brussels**, situated in a beautiful mountain district of Belgium – Ardennes. **Houffalize** is home to more than 370 kilometres of hiking tracks and 165 kilometres of MTB trails. So it honours its status of Belgian mountain bike capital.

**We will have the old farm only for ourselves.** There is a big living room and also an attic that we can use for our sessions, there is a cozy professional kitchen with kookfornuis, microwave, fridge x 2, freezer, dishwasher x 2, gas cooker x 12, professional dishwasher, a nice terrace, fireplace, BBQ place and sauna.



Participants will be accommodated in single and double rooms; there is a washbasin in every room and showers in some. There are also few common bathrooms and toilets.

You can check the photos of the venue here: <https://drive.google.com/open?id=1bOpg0xx7YHrsJsd42uyye8URwf9PXcsz>

**Participants are asked to bring bed linen and towels.**

**And yes, there is wifi, flipchart, printer etc, but be prepared for a very rustic and intensive group living experience!**

On 30/11 and 02/12/2018 we will move to a **hostel in Brussels**. Participants will be accommodated in the shared room.

## Food



In **Houffalize** we will eat “Belgium way”- 2 cold meals a day and warm dinner cooked by the participants divided per country groups. We will make the division for the days who is cooking when, collect the receipts in advance to be able to make the shopping of the ingredients in advance and ensure that participants can

get in touch together to discuss possible menu.

At the end of the training we will also make the electronic “**Receipy book**” of the meals cooked during the training.

For the days **in Brussels** meals will be provided by the hostel.

## PROFILE OF PARTICIPANTS



The training course is directed to participants who want to be involved in working with excluded youth, want to explore how to motivate them to take part actively in the society and apply animation tools. The TC is directed to all those with positive attitude toward the topic and those who will be engaged in being part of the training, contributing positively for finding solutions for challenges which the topic brings to us.

During the training we will focus on the methodology for animator – so in some moment participants will have to act like kids, so participant who don't want to play, dance, paint faces, be animator will need to think before to apply!

English will be the main language of the whole training, so participants need to have good English skills (able to communicate and express themselves and their thoughts in English).

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t's also directed to those who can empower young people in organizations. And those who have ideas or whom want to develop new concepts which can be used in their future ERASMUS + projects (youth exchanges, training courses, etc) in the topic of the TC.

Participants should be 18+

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## CONDITIONS OF PARTICIPATION AND REIMBURSEMENT



The training course will **start with dinner on the evening of November 23<sup>rd</sup>** and **end with breakfast on December 2<sup>nd</sup> 2018.**

Thanks to funding provided by the ERASMUS+ programme through the Flemish National Agency “CODEC vzw” (KA1 youth field, mobility of youth workers), during this period all costs for food, accommodation, local transport and course materials are covered.

You are free to arrive to Belgium some days earlier or stay some days longer, as long as the total amount of your extra days outside of the programme activities is not more than seven days. **The costs of your potential stay in Belgium outside of the period evening November 23<sup>rd</sup> – morning December 2<sup>nd</sup> have to be borne by yourself and are not covered by the organisers.**

Following the rules of ERASMUS+, **the costs of your international travel are covered up to the following total amounts** (if you prove that your travel falls into the corresponding distance band):

- EUR 180 (100-499 km): Belgium
- EUR 275 (500-1999 km): Bulgaria, Croatia, Estonia, Italy, Latvia, Portugal, Spain
- EUR 360 (2000 – 2999 km): Cyprus, Turkey

Furthermore, **a participation fee of EUR 25 is to be paid in cash in Belgium**, and you are in charge of arranging your own **insurance for your travel and stay in Belgium.**

**Full participation in the programme from evening of November 23<sup>rd</sup> to December 2<sup>nd</sup> 2018 is mandatory to be eligible for the reimbursement of travel and subsistence costs.**



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## TRAVEL ARRANGEMENTS

The best airport to fly to is **Brussels Airport Zaventem** or **Brussels Charleroi Airport**. We ask you to arrange your arrival to Brussels not later than 16:00 on November 23<sup>rd</sup>.

**Please bear in mind that you will also have some travel costs inside of Belgium to reach the venue, which are part of your travel budget** - we will arrange a bus for the group to travel from Brussels to the venue and will **deduct from your travel reimbursement 38 euro/person**.

If you decide to travel to the venue on your own you are kindly asked to inform the organizers in advance in order not to keep a place for you in the bus.



## PEDAGOGIC APPROACH

The training course will be based on the **specific needs of the participants and partner organisations**, and will be **highly participatory**. Diversity, e.g. in the group of participants, will be considered as a resource for the exchange and transfer of competences, as well as special attention is paid to the intercultural dimension of the project. There will only be few frontal lectures, the main part of the training course will be delivered in the form of **practical sessions implemented by the participants in a learning-by-doing fashion**, using the full toolbox of **non-formal education and experiential learning**. The trainers will take care of creating a **supportive and safe learning environment**, where participants are encouraged and coached while mastering challenges that contribute to their **personal, professional and organisational development**. The learning takes place both on individual level as well as in **synergetic group processes**.

This training course will be **very practical** and **every participant** will have the chance to present one or two animation tool(s) to the group. When filling the application form participants are asked to select up till 3 tools he/she are interested to present to the group. (Organizers will arrange all the necessary materials).



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## MAKING WAVES



The participants and the partner organisations are expected to ensure a strong dimension of wider impact and DEOR (dissemination and exploitation of results) of the training course. Specifically, the partner organisations and the participants should **ensure the following and provide proof/evidence on it** after the residential training course:

- **disseminate and promote** the project and its outcomes,
- **transfer the competences** developed at this training course to further stakeholders in youth work, inclusion work and education, and **ensure the wider impact of this project by implementing concrete follow-up activities** and providing opportunities with and for young people in their regions and countries.

### Contact

We are happy to hear from you and support you in any way possible!

Contact us at [codec.europe@gmail.com](mailto:codec.europe@gmail.com)