



Co-funded by the
Erasmus+ Programme
of the European Union

**INFOPACK FOR YOUTH WORKERS
PLEASE READ IT CAREFULLY!**

Democracy and Well-being!

Study Visit from 2-7 May 2024, Kristiansand, Norway

Applicant and coordinating organization: Joetz (Belgium)



Flanders
State of the Art



Organizational partner(s):

“International Voluntary Projects” (PVN) Albania and FIDA, Norway



Projekte Vullnetare Ndërkombëtare



1. What can you expect of the project? ?

1.1 Description

This is a study visit which will take place in Kristiansand during the week of democracy with the focus on the topic of democracy, human rights and well-being. Participants will visit some of the events of the democracy week, municipalities, NGO-s and work on the workshops related the topic.

The **main aim** of the study visit is to create a space for youth workers where they can share, learn, reflect, develop skills, empower, build stronger partnership, plan future project, be an inspiration for more democracy and well-being in our local, national and international communities.

The Study Visit is designed for youth workers and/or volunteers who are engaged in organisation, centres and institutions which work in the field of human rights and well-being. This activity invites participants who are interested to explore, learn and share among other youth workers and/or target groups they work with, their experience, new methods and techniques related to the topics that will be tackled during the study visit.

Youth Workers will be empowered with skills, knowledge, motivation, methods and attitudes on how to make a meaningful impact on the lives of young people and the health of our planet among communities they work within their organisations.

1.2 Program

Day 0 –Arrival day and welcoming

Day 1 – Getting to know each other, introduction to the project and team building activities

Day 2 -Visit Kristiansand, youth centre, municipality and local organisations which have good models related to the topic of democracy, human rights, active citizenship and well-being.

Day 3 – Several visits in the city and to some democracy events+ workshops on the topic

Day 4- Future project ideas and networking session + final evaluation

Day 5- Departure day

1.3 Team on the spot

Oltiana Rama is an expert on youth and human rights issues and has spent more than 12 years working with youth in different countries in addition to Albania. She has been successfully implementing youth exchange projects, training courses, coordinating EVS, as well as being involved as a trainer in the YiA program and other NGOs in Albania.

Anita Kararaj is a youth worker and project coordinator; she has been working in the field of Erasmus+ for more than 12 years participating and organizing activities such as: Study visits, Seminars, Youth Exchanges and Trainings.

Daut Haxhaj: Active in volunteering since 1988, he has managed local, regional and national volunteer organizations in Norway, for better integration, preventing crime and radicalism. He works as a mediator between Norway institutions, NGO-s and Balkan region, promoting democracy models of Norway country in Balkan area through dialog, cooperation, volunteering and promotion of human rights.

2. What do we expect from you as a participant in this project?



Participant profile

Youth workers or volunteers of all ages (18+), from organisations which work in the field of human rights and well-being. This is open for participants coming from countries mention below (3.3)

Engagement in the project

The objective of the Study Visit will depend very much on YOUR INPUT, IDEAS and INITIATIVE. That's why we will select the youth workers based on their motivation, level of involvement and information mentioned in the application form.

Working methods

The project is based on non-formal education tools and is adaptable for different backgrounds. The methodology includes: exchange of practices, local visits, workshops, working groups, presentations, brainstorming, discussions and role plays.

Before

Follow-up of your emails/Whatsapp regarding the practical organization and presence during an online pre-departure meeting if necessary with the group(date the based on the possibility of participants).

During

During the Study Visit you will work together during several workshops exploring democracy and healthy lifestyle topic. Parallel to this you will be working on dissemination tools; movie making and online week campaign.

We expect 100% active presence during the project + organizing an Instagram takeover of our channel together with the Belgian participants. We expect you to think and reflect in advance on what and how you can contribute in the program; undertake any session, team-building activities or energizers during the Study Visit.

After

Follow-up of your emails/Whatsapp regarding the further practical/ financial handling and dissemination of the project.

Follow-up activities:

You will gain a lot of knowledge during the training. We expect each participant to take this knowledge with him/her in his/her work with young people (in their free time). The intention is that we can also see this post project engagement somewhere. This will be communicated later.



The project organizers

3.1. Applicant, coordinating organization: JOETZ

JOETZ's mission is to be a health promoter for children and young people (3-30years old) in Flanders and Brussels. We strengthen and support a sensitized and solidarity-based society able to develop the health and well-being of its children and young people in a high-quality, sustainable and participative manner.

As for this Erasmus+ project, JOETZ is the beneficiary of the EU grant. This means that JOETZ coordinates this project. For the implementation of this project, we work together with **PVN Albania**.

The financial and administrative handling of the project is the responsibility of JOETZ (so are the reimbursements). JOETZ also arranges the Youthpasses.

3.2. Organizational partners

PVN-Albania (PVN-International Voluntary Projects) is a non-profit organization founded in 2005. It is a branch of Service Civil International and shares the same values. The aim of PVN is to develop and bring progress in society, and promote voluntarism and peace through volunteer exchanges all over the world.

PVN's main focus is to provide an alternative way of education for a new generation, to present different mentalities and attitudes to Albania society and contribute towards more flexible and open minded mentalities. For more information please follow the link **here**.

Hosting Organisation: FIDA (Forum for Integration and Dialogue Agder) is an umbrella organization for several immigrant organizations in Agder. The purpose of FIDA's activities is to promote integration and dialogue, as well as prevent alienation and exclusion. FIDA mediates and facilitate intercultural and religious dialogue, including through close cooperation between immigrant organizations and the public sector. FIDA promotes healthy integration of immigrants into Norwegian society.

3.3 Partner countries and participants per each country:

Albania - PVN, 6 participants

Belgium -JOETZ vzw, 4 participants

North Macedonia- Council for Prevention of Juvenile Delinquency Kavadarci, 3 participants
Kosovo- Innovactive for Social Improvement, 2 participants
Portugal- Escola TécnicaProfissional da Moita / ORSIFOR - Centro Formação Profissional da Moita S.A, 1 participants
Slovenia- Mladinski domJarše, 3 participants
Serbia- UdruzenjeSvetlost, 1 participants
Norway Forum for Integreringog DialogAgder, 4 participants

4. Selection procedure and deadlines

Belgians who are interested in participating always apply first via the website of JOETZ: www.internationaaljeugdwerk.be.

After a pre-selection by the JOETZ team, a possible second selection by the team of trainers follows.

For the other participants, please, use the online application form:

<https://forms.gle/gH9Hdd5BawVEskV66>

Deadline for application:

26 January 2024



Deadline for buying ticket: Tickets must be booked at the latest one week after the confirmation of the participation. If not, the spot will go to a participant on the waiting list.

5. Costs and reimbursement

The project is funded by the Erasmus+ program so reimbursement will be done according to the most recent rules of this program. Erasmus+ provides a fixed budget for transport with tram, bus, train and plane according to the travel distance calculator indicated by the EU. If your transport to and from the project stays within this budget, you pay nothing. If you go over the budget you will have to pay for the difference.

6. Reimbursements only possible when:



- JOETZ is in possession of your personal details and all original tickets/boarding passes as proof of transport costs incurred. Therefore a google drive folder will be used.
- We are in possession of your dissemination action. We ask that you share your follow-up activities digitally with us 6 weeks after the end of the project.
- You have completed the online survey of Erasmus+ which will be sent to your email after the project.

You pay yourself in advance for transport costs. **Reimbursement takes place approximately two to three months after the end of the project** and from the moment we are in the possession of what is asked for here above.

Food, accommodation and transportation are included only during the project dates. Overnight stays outside this period is at your own costs.

There is no participation fee.



Maximum travel reimbursement per participant per country

Country	Max amount for participant
Albania	360 Eu
Kosovo	360 Eu
North Macedonia	360 Eu
Belgium	275 Eu
Slovenia	275 Eu
Portugal	360 Eu
Serbia	275 Eu
Norway	180 Eu

7. Safety and health



7.1. Privacy

Please note that all the partner organizations in this project may use audiovisual tools (pictures, videos, livestream, project movie) for the purpose of dissemination of the project results. If you do not wish to appear in these digital materials, please inform us.

7.2. Integrity

JOETZ attaches great importance to guaranteeing everyone's integrity before, during and after a project. We see it as the task of all parties involved to create a safe space for everyone involved during the project (being the trainers, facilitators, participants, ...).

Before, during and after the project, everyone is given the opportunity to make a [report of violation of his/her integrity or the integrity of someone else](#). For [more information visit our website](#).

7.3. Health

Use of alcohol or drugs during the project cycle will be forbidden

8. The venue



Accommodation in Kristiansand

The accommodation will be in the city centre:

Thon Partner Hotel Kristiansand

Address: Markensgate 39, 4612 Kristiansand, Norway

Participants will be accommodated in triple rooms with private bathroom.

Food

While breakfast will be in the hotel, the other meals of the day will be at different places. We also provide you with two coffee/tea breaks.

As we have limited budget (Erasmus has small budget for Norwegian standards) we will use restaurants, and sometimes sandwiches and take away. If there is any special nutrition need or allergy please specify in your application form.

9. Travel



9.1 Your travel plan

We expect you to draw up your own itinerary and travel plan. Your sending organization will support in this where necessary. You can already start looking for travel options before selection and find out the **most ecological and economical option**. However, you can **only buy the tickets after selection and approval!** Tickets must be booked at the latest one week after the confirmation of the participation. If not, the spot will go to a participant on the waiting list.

After selection, send your travel plan to projectspvn@gmail.com, only the most ecological and/or economical option will be approved. Travel must be economy/2nd class for a plane, train or bus ticket. **No taxi costs** will be refunded unless there is no public transport that covers your journey. After approval you can buy.

Participants can use **up to 2 extra travel days**. These days are NOT covered by the project regarding food and accommodation.

Please make sure to book your travel so that you arrive at the venue before 18:30 on Thursday 2-nd of May and depart on Tuesday 7th of May.

9.2 From airport to the Venue

You can come through 3 airports:

1. Oslo – you can take train or a bus to come the Kristinasand, the trip last around 4 hours and it costs around 55 Euros.

2. Kristiansand, about 20 minutes far from the city –you can take train or a bus to come the Kristinasand, the trip last around 4 hours and it costs around 55 Euros.

3. Sandefjord TRP - is closer with Kristinasand and has low coast flights, it lasts around 2-3 hours from the city(it cost 40 euro one way). From the airport you need to take a taxi(there is no public transport) to go to a fuel station where the bus of Krisiansand stops(5-7 minute). The taxi costs around 15 euro. This is the bus link from Sandefjord to Kristiansand:

https://www.omio.no/app/search-frontend/results/Os.tleAK1ei5oNxL2TiBJ7F4Z0Evs.3815.-wNtwd-mOzS-zIEllwyyQoLhlaw.9ZjbfhhXTCqLwzbtUmFiBA/bus?locale=en&_gl=1*67uhnz*_up*MQ..&gclid=CjwKCAiAsIGrBhAAEiwAEzMlCxnjN-BpVyltE-IVlqfUYkzuwhj37Cx5H1oOwLnyuCUVx9D4MYIRKBoCTFEQAvD_BwE

The hotel from the station is around 200 m, please follow the link to find the hotel:https://www.guestreservations.com/thon-hotel-kristiansand/booking?gclid=CjwKCAjwx_eiBhBGEiwA15gLN7YEEM7Dbxpi6gu2zn8ULVnyV5djIHfVtGR9yQtflEZYgsoPifnuExoCJjcQAvD_BwE

10. Money

The local currency is Kruna and the current conversion rate is 1 Euro= 11kruna. In Kristiansand there will be several exchange offices, banks where you can exchange money or withdraw money with Visa Electron, Visa Plus, Master, Maestro and other international cards. **Please keep in mind that cash money it's not often used in Norway, in more than 90 percent of the places, people use digital cardfor purchases.**

11. What to bring

- Personal items
- We will organise an intercultural night and it will be nice to try different food from your countries and cultures, so would be great if you can bring some typical food, drinks or whatever you like that is from your country.
- The most important is to bring a good mood and your motivation

Other Practical Details:

- There is a wireless **internet** connection available at the venue.
- The **weather temperatures** in Norway (May) are between 4-14 degrees. We recommend you to bring clothes which you consider as the most comfortable for you, for these temperatures

- **Working language:** working language of this study visit is English. For the quality of the project it's important that you are able to **express in good English**. It doesn't have to be excellent, we all make grammar mistakes. But to avoid disappointments in the group it's important that you are able to express your feelings in English. Please, take this in consideration. There will be vocal sharing in all the sessions!
- You will receive a Youthpass at the end of the project or a few days after. Youthpass is a European recognition instrument for identifying and documenting learning outcomes that are acquired in projects under the Erasmus+ Youth and the European Solidarity Corps programmes. So this also counts for your participation in this project. The responsibility to issue the Youthpass certificates to you as a participant lies with JOETZ.

12. Stay in contact

If you need to get in immediate contact with us:

Anita Kararaj: **+355 69 44 89 567**
Oltiana Rama : **+ 355 69 24 25 264**
Daut Haxhaj: **+ 47 91 61 15 58**

Further questions: send an e-mail to: **projectspvn@gmail.com**

Once you are selected, we will be in contact with each other via email and Whatsapp. You receive all the necessary information via e-mail. Whatsapp will be used for sending reminders, sharing photos and information. If quick answers are needed or last minute information need to be distributed, we also use Whatsapp. This Whatsapp group can also be used by the team on the spot during the project

We are looking forward to meeting you in Norway!

