

“DEMOCRACY AND HUMAN RIGHTS EDUCATION THROUGH NFE ACTIVITIES”



TRAINING COURSE

BERLIN, GERMANY
07.11 - 14.11. 2024

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TC “Democracy and human rights education through NFE activities” aims to engage with youth workers and educators who are actively involved in the development, implementation, and evaluation of youth work activities, and equip them with knowledge and skills in order to help them improve activities of their organisations in the fields of democracy and human rights.

What will the tc look like?

This training course will be based on non-formal education and learning-by-doing methods. Participants will develop their understanding and knowledge about human rights and existing realities in their local communities. They will also get more information about the Erasmus+ programme and different opportunities for youth workers offered through this program. Furthermore, they will develop a deeper understanding of decision-making processes, ways in which young people can contribute to policy-making processes, and co-management as a concept for connecting relevant stakeholders. The last days of the training course will provide an opportunity for participants to work on the development of follow-up multiplication workshops in local communities and have open space for networking and the creation of initiatives and projects in the future.

The training course is developed in line with the Youth Goal 9: Space and Participation for All and contributes to:

1. Ensuring equal access to everyday decision making for all young people from different backgrounds.
2. Increasing youth participation and thus equal representation in the electoral process as well as in elected bodies and other decision-making organs at all levels of society.
3. Providing youth-friendly, relevant, comprehensive information, also developed by and with young people, in order to enable youth participation.

Objectives

- To develop knowledge and skills of participants in fields of: human rights, citizenship and education, democracy, voting, and youth participation.
- To create an understanding of participants about the definition, importance and principles of decision-making, co-management and policy-making.
- To develop and further improve the knowledge of participants about the Erasmus+ program, Youthpass, and recognition of learning through models of key competences.
- To empower youth organisations and their youth workers to develop, implement and evaluate local level activities on human rights education and youth participation.

Participants are expected to attend the full duration of the TC
(7th – 14th November 2024)

All participants will be accommodated at **Pegasus Hostel**

Str. der Pariser Kommune 35

10243 | Berlin, Germany

Tel. +49 30 2977360

Email: hostel@pegasushostel.de

WEB: https://www.pegasushostel.de



We are expecting you on the 7th – 14th November 2024 in the afternoon. The start of the welcome Program will be announced based on arrival time of the participants (usually after dinner) and dinner will be served at 19:00. The departure is envisioned for the morning of the 14th of November 2024 after breakfast.

All participants will be accommodated in **Pegasus Hostel**. The hostel is near the Metro Wieberstr. (U5 Line) and Trams as well. It is located in the trendy district of Friedrichshain, close to many of the main sights such as Alexanderplatz in Berlin Mitte, the East-Side-Gallery. Our hostel is an ideal starting point for exploring Berlin. It is very well connected to the city center by metro and day and night buses, so it is easily accessible for everyone. It also has a nice garden area.

Participants will be placed in renovated rooms of 3 to 4 beds (in rooms there are bunk beds) with private bathrooms. Please note that you should bring your own towels (bed sheets are included).

Breakfast, lunch and dinner will be served daily at the residence and the schedule will be agreed with the trainers.

The Training Course will be held at the residence.

Check-in from 13:30h (it is possible to leave the luggage in a storage room)



For all information about booking your tickets and coming to **Berlin**, you should be in contact with Veronica Braccacini – in charge of project logistics, by using the official project e-mail (you can find all contacts below). We are kindly asking you to choose the ecologically and economically friendly means of transport, if possible.*

Travel costs will be reimbursed **only for the cheapest way of transport** and for the return tickets. Travel expenses are covered by the organisers 100% up to the maximum of unit cost per distance calculator and means of travel, including bank transfer and other appropriate fees (for all the original tickets and ways of travel that are plane, bus, train, ferry, carpooling, NOT taxi).

For distances, less than 500 km one way (by Distance Calculator | Erasmus+), the preferable means of transport are land transportations, such as train and/or bus. If other mean of transport is selected for such travels, e.g. airplane, those will be reimbursed 60% of airfare, in accordance with the principle of environmental awareness and protection.

Please don't buy your tickets before we approve them! When you will plan your trip and BEFORE buying your tickets (especially if your planned travel itineraries are different than 7th - 14th November, please inform us in advance, so we can approve your tickets and travel costs.

P.S. AT PURCHASING YOUR TRAVEL TICKET, PLEASE ASK FOR THE INVOICE!

Participants must keep all travel documents (tickets, travel agency invoices and boarding passes) as organizers are able to make any reimbursement only on the bases of presented documents!

A detailed guide to reimbursement will be provi

***Sustainable means of transport (green travel) is defined as the travel that uses low emissions means of transport for the main part of the travel, such as bus, train or carpooling.**



Travel budget calculation is based on the distance between your starting point and the venue of the Program:

10 -99	km	23€
100 - 499	km	180€ / 210€ green option
500 - 1999	km	275€ / 320€ green option
2000 - 2999	km	360€ / 410€ green option
3000 - 3999	km	530€ / 610€ green option
4000 - 7999	km	820€
8000 - more	km	1.500€

The distance must be calculated according to the official Erasmus+ distance Calculator, which you can find at the following link:

<https://erasmus-plus.ec.europa.eu/resources-and-tools/distance-calculator>

Further Rules regarding the booking of the tickets and reimbursement:

- Only the cheapest tickets will be reimbursed. We will not cover tickets with the deviation from the direct route (A - B - A), extra unnecessary stops and layovers. We don't cover seat reservation fees, leisure plus tickets, flexible tariff tickets, extra travel insurances, priority boarding fees, local bus baggage, handwritten tickets or bianco nota bills.
- Extra hand luggage can be covered if within budget (make sure you send a plan before purchasing, as some extra fees might be applied by some airlines).
- We can't cover travel agencies' fees. Travel agencies invoices for the tickets won't be accepted for reimbursement.
- We can't reimburse taxi; only public transport and carpooling will be covered.
- You can arrive maximum 1 day before the activity and depart maximum 1 day after if you want to spend more time in Berlin on your own. In that case, travel expenses must stay within the agreed budget, while accommodation on the extra days is not covered. For green travels, participants can have up to 4 additional travel days.

The travel reimbursement will be done by bank transfers only, after you return home and send us the ORIGINAL boarding passes and tickets (and after you submit/send us the filled in evaluation forms of the training course).



For planning your travel you are directed to contact the project team by using the mail address.

Veronica Braccini is the person in charge of logistics of the project.

In case of any problem during your travel or if you need any further information please don't hesitate to contact us!

**PROJECT E-MAIL
LOGISTIC COORDINATOR**

**project03@yp-de.org
Veronica Braccini**

Partners



 **Youth Power Austria**




 **Fucina Salentina**



 **Sempre a Frente**



 **EYCB - European Youth Centre Břeclav**



 **Asociacion Europlus**



**Co-funded by
the European Union**