

# Bringing Europe Together

## Call for participants

For the training course 'Training of Trainers in Culture and Language Learning', 20<sup>th</sup> – 29<sup>th</sup> November 2016 in Slettestrand, Denmark.

*Together with our partners, we are looking for participants from Denmark, Romania, Ukraine, Moldova, Lithuania and Armenia.*

### Summary

The activity 'Training of Trainers in Culture and Language Learning' is a 8-working day ToT in Slettestrand, Denmark, gathering 27 youth leaders from Denmark, Romania, Ukraine, Moldova, Lithuania and Armenia. The training will take place on the 20<sup>th</sup> – 29<sup>th</sup> November 2016, the 20<sup>th</sup> being arrival day and the 29<sup>th</sup> being departure day.

Through non-formal methods, the ToT aims to provide the participants with tools to prepare young people for EVS or to prepare young people who have recently arrived in their local area to work, study or volunteer.

The training will include interactive exercises, workshops, presentations, discussions and group work.

The training will be conducted in English and translation will not be provided. Therefore, the participants are expected to have a good level of English, both written and spoken.

### Participants profile

In order to participate, the candidates should be at least 18 years old and must fulfil the following requirements:

- Be a youth leader, a peer leader or actively involved in the civil society;
- Have a good conduct in English;
- Be able to attend the entire training;
- Be committed to multiply the results of the training in the local communities.

Candidates who do not fulfil the above requirements will not be considered, and hence be taken off the list.

### Application and selection procedure

The nominated participants shall complete an application form on the following link:

<http://intercollege.info/participants/open-calls/application-training-of-trainers-culture-language-learning-bringing-europe-together>

Participation in the training is free of charge.

### Deadlines

The nominated participants should have completed the application form no later than Wednesday 14<sup>th</sup> September 2016. Confirmation of the participant selection will be announced by the organizer on Friday 16<sup>th</sup> September 2016.

Within 5 days after the selection results are announced, participants must prove that they have purchased their tickets with a copy of the invoice and a copy of the e-ticket.

## Travel

The EU contribution for the travel expenses per participant is as follows:

Denmark*	180€
Lithuania, Romania, Moldova, Ukraine	275€
Armenia	530€

\*Only for distances between 100-499 km, calculated with the [distance calculator](#) of the European Commission.

Participants shall be reimbursed for their travel expenses up to the amount available for their countries and no more than their real costs. The amounts have been calculated using the distance calculator of the European Commission from the location of each sending organization to the venue. Should the travel expenses exceed the contribution available, participants shall cover the extra costs from own resources.

## Reimbursement of travel expenses

In order to get reimbursed for their travel expenses, participants shall send the organizer all the originals of travel documentation and invoices. The reimbursements will be made through bank transfers within 45 days after the organizer have received the original documentation by post.

Additionally, the reimbursement will be performed only if the following conditions are met:

1. Participants submit their individual participant report as requested by the European Commission through the Mobility Tool;
2. Participants and their sending organizations send the organizers a proof of dissemination activities.

## Visa

Participants from Ukraine and Armenia must ensure that they arrange visas in good time. A budget of 150€ per participant is available to cover visa fees and any travel to embassies in relation to visa applications. Participants must cover any costs themselves and present documentation of costs for reimbursement. Participants shall be reimbursed for their travel expenses up to the amount available for their countries and no more than their real costs.

## Insurance

The partner organizations must ensure that participants have a travel insurance covering them for the whole duration of the training course.

## Program

Attached to this letter is the draft program of the training. Please note that some changes in the program could potentially be made. We are happy to receive your suggestions for improvements and your contributions.

## Participant's declaration

Each participant shall read carefully and agree on the Participant Declaration found with the application form. Accepting the Participant Declaration is a requirement of participation.

## Contacts

Should you have any questions regarding this call, please contact Theresa Hansen at [theresa@intercollege.info](mailto:theresa@intercollege.info) or by phone at +45 45 34 30 40.

# Bringing Europe Together

## Training of Trainers in Culture and Language Learning

November 20<sup>th</sup> – 29<sup>th</sup> 2016, Slettestrand, Denmark

### Program of activities

Day 1 (Sun. Nov. 20) – Arrival Day & Welcome

Time	Session/Activities
PM	Participants arrival
	Welcoming evening

Day 2 (Mon. Nov. 21) – Introduction

Time	Session/Activities
AM	Introduction to the event & Hopes and Fears
	Get to know each other
PM	Team-building activities and walk in the neighbourhood

Day 3 (Tue. Nov. 22) – Non-formal education

Time	Session/Activities
AM	An Introduction to Non Formal Education
	Methods In Non Formal Education
PM	The Role of Youth Organisations in Non Formal Education
	Non formal Education in the Partner organisations

Day 4 (Wed. Nov. 23) – Culture & Intercultural Communication Learning

Time	Session/Activities
AM	An introduction to Culture
	Methods in Cultural Learning
PM	An introduction to Intercultural Learning
	Methods in Intercultural Learning

Day 5 (Thu. Nov. 24) – Language Learning & Task Based Learning as a method

Time	Session/Activities
AM	An introduction to language
	Methods in Language Learning
PM	Developing & Delivering a Language Learning Workshop
	De Brief upon methods
	Intercultural Evening

Day 6 (Fri. Nov. 25) – Visit local organizations

Time	Session/Activities
AM	Visit Local NGO
PM	Time to explore and interact with locals

Day 7 (Sat. Nov. 26) – Non-formal education workshop

Time	Session/Activities
AM	Revisiting Non Formal Education
	Group Work Project Brief
PM	Group Work

Day 8 (Sun. Nov. 27) – Workshop Delivery

Time	Session/Activities
AM	Group Work - Workshop delivery
PM	Group Work - Workshop delivery
	Group Work De Brief

Day 9 (Mon. Nov. 28) – Dissemination and Evaluation

Time	Session/Activities
AM	Dissemination Strategy
	Initiating Dissemination Strategy
PM	Final Evaluation
	Farewell Evening

Day 10 (Tue. Nov. 29) – Departure