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# Training Course “Youth Leadership Academy”

8 - 14 May 2017 Bansko (Bulgaria)

Info-pack



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## Practical information

### Training Course “Youth Leadership Academy” 8 - 14 May 2017 in Bansko (Bulgaria)

“Youth leadership Academy” is a two-stage international training course that aims to gather 36 young people from 11 countries (United Kingdom, Romania, Lithuania, Italy, Hungary, Bulgaria, Poland, Turkey, Slovakia, Czech Republic and Croatia) and boost their leadership skills. The first activity of the project is a training course that will be held in Bansko (Bulgaria) in the period 8 - 14 May 2017, while the second activity will take place in Turkey in September 2017. This info-pack is only for the first activity, but in July we will provide more detailed information about the second activity.

Objectives:

- To promote European cooperation and cooperation among EU member countries;
- To share examples of good practices combating youth unemployment;
- To development a sustainable networks among organisations in the youth field and sport;
- To reflect and exchange opinions/researches about the youth unemployment and entrepreneurship in different European countries;
- To discuss how non-formal education can positively influence better youth employability and employment;
- To familiarise youth workers with NFE tools that focus on improving certain skills and attitudes and can significantly change the employability status of a young person.

## Participants

YOUTH LEADERSHIP ACADEMY			
Country	Organization	Total Number of Participants	Travel Costs per participant
United Kingdom	Champions Factory LTD	3	360 Euro
Romania	ASOCIATIA OAMENILOR DE AFACERI ARGES	3	180 Euro
Lithuania	Unique projects	3	275 Euro
Turkey	YOUTHART	4	180 Euro
Italy	MINE VAGANTI NGO	3	275 Euro
Slovakia	SYTEV	3	275 Euro
Hungary	International Sport Association of Budapest	3	275 Euro
Czech Republic	BRNO FOR YOU ZS	3	275 Euro
Bulgaria	Champions Factory Sports Club	5	180 Euro
Croatia	Institute of Youth Power	3	275 Euro
Poland	Youth of Europe	3	275 Euro

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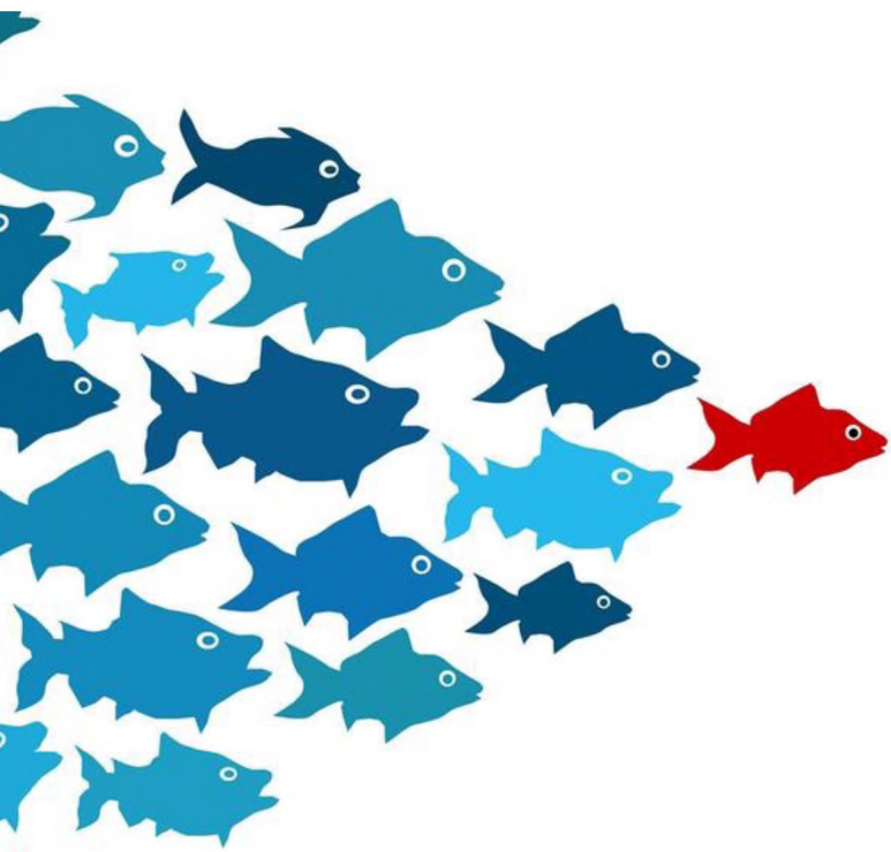
### Participants profile

1. **Gender balance.** Equal number of male and female participants will be invited.
2. All participants must be over 18 and be able to use English as a work language.
3. Be motivated to develop their competences in youth leadership field
4. Be experienced in youth work.
5. Priority to be given to participants with geographical and economic difficulties.
6. Have clear idea and commitment how to disseminate the project results in their organisation and country.
7. Be committed to attend for the full duration of the course;

N.B. Within 14 days after the end of the project each partner organisation and participant must implement a dissemination activity in their country and send a written report with pictures to [championsfactoryuk@gmail.com](mailto:championsfactoryuk@gmail.com).

**All participants should fill in an APPLICATION FORM at the latest 3 March.**

Travel arrangements must be done at latest 1<sup>st</sup> April.



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## Practical information

### Training Course “Youth Leadership Academy”

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##### A. Travel:

❖ According to the rules within the Programme “Erasmus+” we will reimburse the travel costs on the basis of the cheapest possibilities, e.g. second class railway tickets, APEX-flights etc., accompanied by the receipt of complete and original tickets, invoices, bills, receipts, boarding cards etc. upon a certain “contribution to the travel costs of participants, from their place of origin to the venue of the activity and return”. This contribution is “based on the travel distance per participant.

❖ Above you can find the maximum contribution to travel costs for ONE participant per country from the city of registration of the organisation to the venue and back. Travel Costs will be reimbursed upon presented all original travel documents and invoices after completion of each activity. All participants will be reimbursed by bank transfer after the activity when they present all original tickets, complete MT+ Report, organise together with their sending organisation a follow up event and send us report.

#### Checklist for Travel Reimbursements

1. Regular air tickets must be accompanied
  - By the original invoice (signed and stamped)/receipt/pay order/proof of payment
  - The boarding pass (the small ticket stub you receive before boarding the plane)
  - The prices stated in the invoices, receipts etc. must coincide with the price on the ticket.
2. E-Tickets
  - must be printed out and include your name, the exact fare you paid, details of your flight on the same page
  - be provided along with the credit card receipt for the payment or a copy of your bank statement (clearly showing the payment has been made) given in with the boarding pass (the small ticket stub you receive before boarding the plane)
3. Train/Bus tickets
  - It is important that that arrival and departure time, as well as the price are visible (+invoices if available).

N.B.

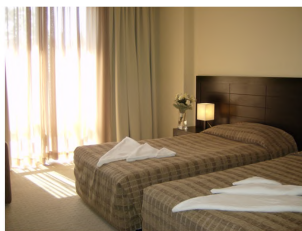
- Arrival dates should be maximum one day prior the start of the event, on participants own cost.
- Departure dates should be maximum +1 day, on participants own cost.
- For flight tickets search is recommended to use [www.skyscanner.org](http://www.skyscanner.org)
- You must send all original travel documents and invoices with registered post at latest 19 May 2017 to the following address:

Hristina Amin  
ulitsa Mur 27  
Manastirski Livadi  
PostCode: 1680  
Sofia, BULGARIA

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## B. Accommodation

- ❖ The venue of the event is Park Hotel Gardenia Bansko  
Address: 72 Tzar Simeon Street 2770, Bansko Bulgaria.
- ❖ You will be hosted in same gender double bedrooms.
- ❖ Breakfast, lunch, afternoon coffee break and dinner will be served on a buffet table. If you have special dietary requirements, share with us.
- ❖ Use of SPA centre is free of charge for all participants.
- ❖ Champions Factory will provide free WiFi to all participants for the duration of the event.
- ❖ Minibar in the rooms is **not** covered by the project and if you would like to have something from it - you should pay it by yourself.
- ❖ Check-in hour: 2pm; Check-out hour: 12 am.



### How to get there?

Depending on your arrival time, our team will plan the most convenient and cheapest transportation option from Sofia to the venue and back.

If there is a bigger group, traveling from Sofia to Bansko at the same time, we advise you to book a shuttle bus from HERE and share the cost.

Depending on your arrival time in Sofia, our team will plan the most convenient and cheapest transportation option from Sofia Airport/Central Bus Station/Central Train to the venue and back. Our team will discuss the travel arrangements with all participants and sending organisations in advance, so we can plan together your transportation to Bansko.

From Central Bus Station in Sofia there are busses at: 7:30, 8:30, 9:45, 11:25, 14:00, 16:45 and the price is 16 BGN (8 Euro). The return busses schedule from Bansko to Sofia Central Bus Station is: 4:58 7:00 12:51 15:15 15:42 16:20 17.23; 17:50. Between Sofia Airport Terminal 2 and Central Bus Station there is a metro connection, that costs 1,60 BGN and you can find all details HERE.

From Sofia to Bansko the way is approximately 3hours.

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### C. Must know

❖ Every participant must have insurance for the full duration of the seminar. We will ask all participants to send us their original insurance together with original travel documents! You can issue yourself [European Health Insurance Card \(EHIC\)](#) from your country (generally it is for free, but we advise you to check in your own country).

❖ VISA - send us via e-mail Scan of Passport if you need VISA support letter.

❖ Participation fee: 35 euro per participant – will be collected at the first day of the event at registration point. It is non-refundable and can not be deducted from travel costs. This participation fee is only for Activity 1!

❖ Currency in Bulgaria – Bulgarian Lev

❖ Every participant must attend the full duration of the activity. If a participant refuses or behaves in inappropriate manner, Champions Factory will request him/her to pay the the full organisational costs: 53 euro/per day and will not reimburse travel costs.

### F. Bring with yourself

❖ Comfortable clothes - we will have many outdoor activities; swimsuit, summer scarfs, rain coat, etc.

❖ Information materials of your organisation - flyers, posters, business cards, etc.

❖ Typical food/drinks/dance costumes/presentation/story/interesting facts that you could present your country with during the Intercultural evening!

❖ The good mood! :)

### G. Contacts&Communication

Project Leader: Shirin Amin

e-mail: [championsfactoryuk@gmail.com](mailto:championsfactoryuk@gmail.com)

phone:+359899080808

Join the Facebook group

[Youth Leadership Academy](#)

Official hashtag of the project

[#YouthLeadershipAcademy](#) [#ChampionsFactory](#) [#Erasmus+](#)

At the end of Activity 2 in Turkey we will track the most liked picture on Facebook from all the project and the winner will receive a special Youth Leadership Academy Gift!

**Rule!** To be eligible for participation, your photo should include the full hashtag

[#YouthLeadershipAcademy](#) [#ChampionsFactory](#) [#Erasmus+](#)

