



Agency for International
Programs for Youth
Republic of Latvia



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



ERASMUS+ TRAINING COURSE

UNDERSTAND TO ACT



Who? Youth actors

Where? Nicas pagasts, Latvia

When? 02.11.2018 - 10.11.2018

What? Active citizenship, EU values & mindfulness

APPLY HERE

<https://goo.gl/forms/sQFrhvekNXkuVe9h2>



SUMMARY

EU values

Focus on solidarity, equality, democracy and human rights

Non-formal

Using interactive non-formal learning methods

Active participation

Direct and indirect benefits

♥ of society

Concept of placing young people in the heart of society

Mindfulness

Reinforce self-awareness with critical and creative reflections





Young people are facing several obstacles that are holding them back to engage in quality participation that would be based on personal initiative, moreover, powerfully rooted in common EU values.

As young people are becoming more stagnant and inactive regarding their involvement in European Union and, furthermore, eurosceptic about the whole system it is crucial to address this issue and reinforce youth involvement and active participation in democratic Europe, therefore, empowering and motivating active citizenship is of the utmost importance for a democratic system as European Union to function properly.

Young people are seeing themselves as someone who doesn't have the voice, experience or competencies to address and influence the decision-making process that ironically is directly shaping their lives. They not only lack skills and knowledge but as well confidence to speak up so their voices could be heard.

Therefore, 32 youth actors who are actively working with young people will come together in UACT training course and they will be provided with knowledge about European values, meaning behind European citizenship and common benefits it brings and, furthermore, they will be equipped with skills (motivation, problem-solving, critical thinking, collaboration, flexibility) and methods as raising self-awareness and learning more about one's self as well as shaping learning to individual needs, set individual goals, develop civic and social competencies, therefore, raising their capacity at youth work, especially when working with young people with fewer opportunities.

OBJECTIVES

1. Examine the concepts of European citizenship and deconstruct it
2. Explore common European values in practice, especially focusing on values of solidarity, democracy, equality and human rights.
3. Promote the concept of placing young people at the heart of society, focusing on people with fewer opportunities, to encourage initiative and active participation thus developing young people's strengths, competencies, creating a sense of belonging and confidence to make decisions regarding common future
4. Raise awareness and analyze direct and indirect benefits of active participation
5. Reinforce self-awareness with critical and creative reflections to compare participant current behavior and actions to their internal values
6. Discover the current situation of active citizenship in partner countries, moreover, share useful tools and methods
7. Foster cooperation between youth actors and NGO's to ensure future projects with European dimension that emphasizes open-minded, tolerant and inclusive societies
8. Using non-formal learning methods develop skills and competencies of youth actors
9. Engage in intercultural learning with people from different cultures and backgrounds
10. Create innovative tools and practical action plans on how to raise awareness about benefits of active citizenship
11. Provide information on possibilities of the Erasmus+ Programme and encourage to use them to turn ideas into actions

Turn ideas into actions



General information

The project will be held in Nicas pagasts, Latvia, between 02.11.2018 and 10.11.2018. It will gather 32 youth actors (3 per each country) (youth workers, youth leaders, trainers, young professionals etc.) from 10 programme countries such as Italy, Spain, Portugal, Turkey, Romania, Croatia, United Kingdom, Lithuania, Estonia and Latvia.

Working methodologies

UACT will use mainly non-formal learning methods that consist of self-directed but continuously supported activities. Non-formal learning methods such as discussions, role plays, work in international groups, experience sharing, deep self-reflection, workshops, and simulations, so to hands-on activities would engage participants in a participatory and active learning process. Methods as peer to peer learning, hands-on approach, experiential learning, computational thinking and deep self-reflection to reinforce self-awareness will be

enforced to let participants experience how quality non-formal learning can give noticeable results and learning outcomes

The main results

The anticipated impact will affect all individuals involved in the project and enable them to take full ownership of their learning experience, and common future. Participants will have developed skills to use various self-reflection methods in order to improve and raise the quality of their actions as well as to view common European values in a new light and spark curiosity about them amongst young people. In addition, feel more able and confident to take actions towards involving young people on local and national levels to actively participate as European citizens basing their actions on common European values.

Mindfulness dimension

We are true believers that before you can help others you need to help yourself, therefore, we have included self-awareness dimension in the project where participants with the help of daily reflection journal and specific tools and methods will become more aware of their beliefs, values and personal obstacles and once person understands these aspects of oneself it is easier to adapt, change and improve yourself because from quality reflections will come quality actions. UACT will use different self-reflection methods and tools how to reflect on one's strengths, weaknesses, skills, obstacles, and possible solutions to review their effectiveness and when needed adapt one's approach, rather than just carrying on doing things as they always have been done.



PARTICIPANT PROFILE



UACT is open to youth actors (youth workers, youth leaders, trainers, young professionals...), who are actively working with young people, especially people with fewer opportunities.

Participants should be over 18 old and there is no upper age limit.

Participants should have:

- Prior experience in using non-formal learning methods
- Experience in the youth field and practical work experience with young people
- Dedication to participate in all stages of the project
- Willingness to use powerful self-awareness techniques like creative and critical self-reflection to discover more about oneself
- Passion to develop skills, competencies, and methods through self-development, moreover, dedication to practically use them to empower and motivate young people
- **Above average English proficiency.**



Priority will be given to participants who have fewer opportunities compared to their peers

Obstacles they may face:

- Social (facing discrimination or precarious situations, single parents, orphans)
- Economic
- Disability (mental, physical, others)
- Educational (learning difficulties, school dropouts, poorly qualified)
- Health (mental health problems, chronic health problems)
- Cultural (immigrants, refugees, minorities)
- Geographical (from remote or rural areas, places without easy access)
- etc.

FINANCIAL CONDITIONS

Tickets purchased by travel agency or tickets purchased without confirmation of project coordinator WILL NOT BE reimbursed

Reimbursement will be done in until the end of November 2018, hopefully the first week of the month but the latest until the end of November. Reimbursement will be made via bank transfer which will not cost you extra fee.

NOTE: Before purchasing any ticket, please, first **GET CONFIRMATION from the project coordinator** about the tickets. If this requirement is not met, we will not be able to reimburse the tickets.

NOTE: Reimbursement of travel costs will only be done upon presentation of all original tickets (including return tickets), receipt/invoices and boarding passes. Please print before all documents, which are related to travel expenses. **IMPORTANT:** Please remember to bring the original invoices. There will be no reimbursement without the original invoices, boarding passes and tickets with indicated names of travelers, description of the journey, indication of cost and currency and date of travel.

Please do not lose your boarding passes; you will need them for reimbursement of travel cost.

NOTE: If participants pay for their ticket with a credit card, they are requested to bring along the confirmation of payment (i.e. credit card slip and/or bank statement).

!!! NOTE: Reimbursement will be done in Euros, regardless of the currency indicated on the ticket and receipt/invoice. Any tickets purchased in a local currency other than EUR, will then be converted and calculated according to the exchange rate of the month when the grant agreement for this project was signed by the NA, as stated in the official European Commission website at <http://ec.europa.eu/budget/infocentre/index.cfm?Language=en>

VISA: Visa costs for Turkish participants will be covered up to 80 eur. Please start the process of applying for visa as soon as possible because it can take around 1 month to get it. If you need invitation letter, please, contact us and we will send it.

Finally, please print all documents related to your travel (Electronic Tickets, bus tickets etc.) before coming to TC.

The accommodation and food as well as travels included (if any) in the programme will be fully covered, although, we kindly ask you to bring money if you wish to spend on other things for your own goods during the project

Donation: There is a donation that you will be asked to make - 15 Euro.

Maximum travel cost limit per country per person

Country	Number of Participants	Limit per Person (eur)
Turkey	3	360
Romania	3	275
Italy	3	275
Spain	3	530
Croatia	3	275
Portugal	3	360
UK	3	275
Lithuania	3	180
Estonia	3	180
Latvia	5	180

PREPARATION



Task-related

1. All the participants are asked to prepare a small presentation of their organization and to bring documents, leaflet, picture of the organization to share with others in NGO fair
2. Gather information and create a presentation about active citizenship in their countries
3. Take part and initiate mutual discussions on our shared Facebook group about related topics

The night of cultures

We will have international night of cultures and we would urge you to show peculiarities, dances and traditions of your countries, regions, villages. As well remember to bring typical foods and drinks to share with others.

Preparation in the key to success



Responsibility of participants

- **to fill the application form** <https://goo.gl/forms/sQFrhvekNXkuVe9h2>
- please inform hosting organization if you have any kind of allergies, chronic diseases or disabilities. If you are vegetarian or vegan or you have other dietary requirements.
- to search and inform us about travel tickets and buy them **AFTER GETTING CONFIRMATION** from the project coordinator.
- to inform the hosting organization about the time of arrival and ensure attendance to all sessions of the project activity
- **have health insurance** and if you do not have a valid insurance policy then every participant needs to arrange one in advance before coming to the project
- fill out individual learning and action plan before arrival
- **Once selected** fill European entry test <https://goo.gl/forms/XMLmbxclPLZG4BTn1>
- Join shared Facebook group <https://www.facebook.com/groups/2314649731886227/>

Responsibility of Partner organizations

- Find motivated and proactive participants
- Ensure gender balance (2 female, 1 male or 1 female, 2 male)
- At least 2 participants with fewer opportunities
- Sign internal learning agreement with participants
- Assist travel arrangements
- Inform them about the schedule, tasks, duties and rules.

Health Insurance

The following areas must be covered

- travel insurance (including damage or loss of luggage);
- third party liability (including, wherever appropriate, professional indemnity or insurance for responsibility);
- accident and serious illness (including permanent or temporary incapacity);
- death (including repatriation in case of projects carried out abroad).

If applicable, it is strongly recommended that participants in transnational activities are in possession as well of a European Health Insurance Card. This is a free card that gives access to medically necessary, state-provided healthcare during a temporary stay in any of the 28 EU countries under the same conditions and at the same cost (free in some countries) as people insured in that country. More information on the card and on how to obtain it is available at <http://ec.europa.eu/social/main.jsp?catId=559>

Health insurance is mandatory for ALL participants and will have to be presented upon the arrival. It is not provided and will not be reimbursed by the organizers.

DRAFT PROGRAM

D/H	2.11	3.11	4.11	5.11	6.11	7.11	8.11	9.11	10.11
8:00-8:30	ARRIVALS	Guided meditation practice							DEPARTURES
09:00		BREAKFAST							
10:00		Opening & Get to know each other	Team building	Understand Part 3: The power of Active citizenship	Needs & Actions	NGO fair + networking	ACT Part 2: Action Plan	Erasmus+ follow up	
11:30		COFFEE BREAK							
12:00		Group dymanics, Aims & Objectives	Am I an active citizen?	Country presentations	How much depends on me?	ACT Part 1: Innovative tools workshop	ACT Part 2: Action Plan	"Dear Future Me"	
13:30		LUNCH							
15:00		ERASMUS + and Youthpass	Understand Part 1: Europe and I	Country presentations	FREE TIME	ACT Part 1: Innovative tools workshop	Group presentations	EVALUATION & FOLLOW UP	
16:30		COFFEE BREAK				COFFEE BREAK			
17:00		Fears, expectations and contributions	Understand Part 2: EU values - My values?	Take a step forward		Outcome presentations	Open space	Youth Pass + CLOSURE	
18:15		DAILY JOURNALING				DAILY JOURNALING	Personal mission statement	DAILY JOURNALING	
18:45		GROUP REFLECTIONS							
19:00		DINNER							
21:00	Welcoming	Free evening	Birthday Party in honor of Latvia turning 100	Intercultural night	Chill out night	Free evening	Story night	Farawell party	

VENUE

Resort JŪRNIEKA LIGZDA

www.jurniekaligzda.lv

Mobile: +371 26 59 68 77

Facebook: Jurnieka Ligzda/Seaman's Nest

E-mail: info@jurniekaligzda.lv

Address: Nīcas novads, Nīcas pagasts,

Accommodation; food & beverages;

You will share the room with same sex and most rooms are singles or doubles but there is apartment up to 7 people. Order of who stays in which room will be assigned randomly and rooms will be mainly of mixed nationalities.

Breakfast, lunch and dinner will be at the venue and youth exchange will be held in seminar room in the same building.



Resort Jurnieka ligzda is located close to the beautiful city of Liepaja. It is in walking distance from the sea and surrounded by green nature and fresh air.



HOW TO GET THERE?

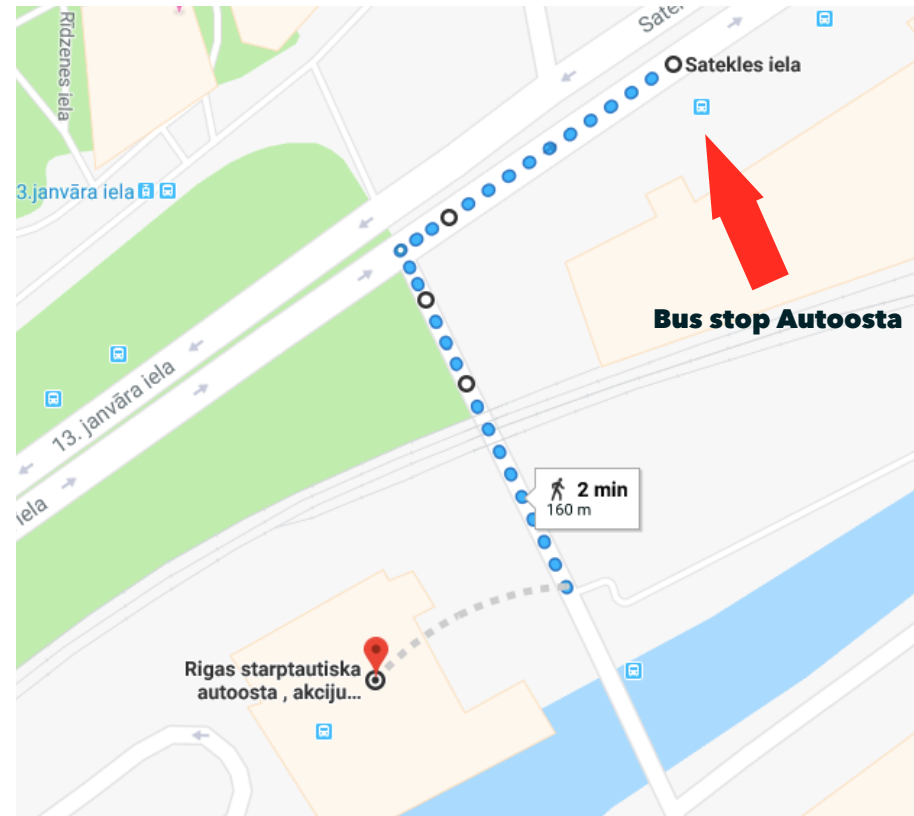
Once you are in Riga you always have an option to use [Google maps](#).

The public transport tickets cost - 1.15 euro if bought prior your trip. This e-ticket (e-talons) can be purchased at the airport information office: Welcome to Riga! As well from a ticket vending machine at the bus stop or in little shops called NARVESEN at Levels 1 and 2 of the terminal.

Ticket will cost 2.00 euro if you buy it in the bus. Be sure to have some extra change as the driver may not be able to change large banknotes.

We would suggest to take this route to the venue:

When you walk outside of the airport and cross the parking lot P1 you will see bus stop opposite the airport terminal. You need to take **bus number 22** (with the destination Abrenes iela). Once you are in the bus remember to register your e-ticket. You will need to **get off in the stop called Autoosta** (around 20-30 min ride). When you get off the bus follow the directions that you can see in the picture on the right. From the bus stop you will need to go



You will need to take bus with direction Rīgas SAO to Liepājas AO (get off in the last stop), timetable you can find here <http://www.autoosta.lv/time-table/?lang=en>.



Buses go each 30-40 min, therefore, find the most convenient time for you to take the bus.
NOTE: depending on the route travel time can vary from 3h - 5h. Before purchasing make sure that your travel time isn't longer than it actually has to be.

You have two options for purchasing the ticket:
1. Buy ticket in the bus station on the first floor of the Terminal (in front of the main entrance)
2. Buy it online www.mobilly.lv www.bezrindas.lv, www.buseurope.eu, (All sites have option to change language to ENGLISH).

NOTE: Boarding starts 10 minutes before bus departure.

Once you are in the bus station of Liepaja you need to take bus with direction **Liepājas AO to Pērkone** (around 20 min drive). **Pērkone** is the name of the bus stop where you need to get off, therefore, the final destination of the bus can change. **Timetable is here** <https://www.1188.lv/en/transport/buses/liepajas-ao/perkone/105293/102155>

You can buy tickets in the Liepāja bus station or from the bus driver.

Timetable

iekšzemes **Starptautiskie**

Populārākie reisi:

Dobeles AO Dobeles raj. : (pilsēta Dobele)	Jelgavas AO Jelgavas raj. : (pilsēta Jelgava)	Ventspils AO Ventspils raj. : (pilsēta Ventspils)	Liepājas AO Liepājas raj. : (pilsēta Liepāja)	Daugavpils AO Daugavpils raj. : (pilsēta Dauga...
Saldus AO Saldus raj. : (pilsēta Saldus)	Kuldīgas AO Kuldīgas raj. : (pilsēta Kuldīga)	Valmieras AO Valmieras raj. : (pilsēta Valmiera)	Talsu raj. : (pilsēta Talsi)	Pērnavas iela Jelgavas raj. : (pilsēta Jelgava)

Sākuma pietura: Rīgas SAO (Rīgas raj. : (pilsēta Rīga))

Gala pietura: Liepājas AO, Liepājas raj. : (pilsēta Liepāja)

14:11

Mon Tue Wed Thu Fri Sat Sun

< Intercity Buses

From
Liepājas AO

To
Pērkone

Today (03.08) Tomorrow (04.08) Sunday (05.08) **Monday (06.08)** Tuesday (07.08) Wednesday (08.08) Other days

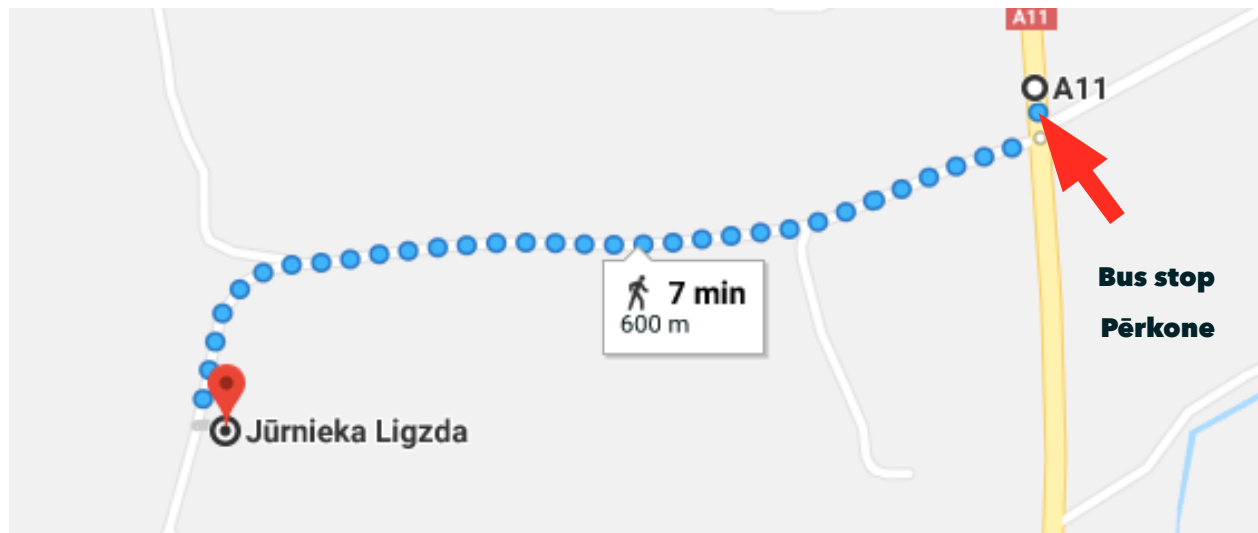
NOTE: Make sure that the bus schedule is set for the date of your travel (24.09)

Intercity Buses from Liepājas AO to Pērkone

5:20 AM Liepājas AO	5:46 AM Pērkone	 Liepāja-Nīca-Otaņķi 5112 AS "Liepājas autobusu parks"	€0.70 12km 26min	>
6:10 AM Liepājas AO	6:29 AM Pērkone	 Liepāja-Rucava-Nīda 6818 AS "Liepājas autobusu parks"	€0.70 12km 19min	>

NOTE: PLEASE DO SAVE ALL RECEIPTS AND TICKETS IN ORDER TO REIMBURSE THESE COSTS UP TO YOUR TRAVEL COST LIMIT

Once you get off at the bus stop Pērkone you need to walk 600m and you will be at the venue "Jūrnieka Ligzda" (as shown in the picture on the right).



Go to reception to get your room.

**Take rest
and
see you in the welcome
dinner**

(time will be specified)



INTRODUCING LATVIA

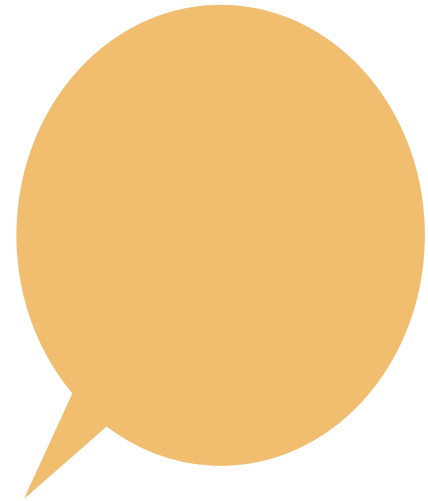
Latvia (Latvija) is a Baltic state in Northern Europe. Latvia is bordered by Estonia to the north, Lithuania to the south, Russia to the east, Belarus on the south east, and the Baltic Sea on the west. The most famous travel spot is the capital Riga, a World Heritage Site. There are also many other great places to see, both urban and rural.

A tapestry of sea, lakes and woods, Latvia is best described as a vast unspoilt parkland with just one real city – its cosmopolitan capital, Riga. The country might be small, but the amount of personal space it provides is enormous. You can always secure a chunk of pristine nature all for yourself, be it for trekking, cycling or dreaming away on a white-sand beach amid pine-covered dunes. Having been invaded by every regional power, Latvia has more cultural layers and a less homogenous population than its neighbours. People here fancy themselves to be the least pragmatic and the most artistic of the Baltic lot.



USEFUL PHRASES IN LATVIAN

Hi	Čau (non-formal)	You are really cool	Tu esi ļoti foršs
Hello	Sveiki	Bye	Atā
Do you speak English?	Vai tu runā angļiski?		
I don't speak Latvian	Es nerunāju latviski		
Yes	Jā		
No	Nē		
Please	Lūdzu		
Thanks	Paldies		
You're welcome	Nav par ko		
Don't mention it	Sīkums		
Not at all	Nekas		
Maybe	Varbūt		
Please speak more slowly	Lūdzu, runā lēnāk		
Please write it down	Lūdzu, uzraksti to		
Could you please repeat that?	Vai vari, lūdzu, atkārtot to?		
I understand	Es saprotu		
I don't understand	Es nesaprotu		
Excuse me	Atvainojiet		
I know	Es zinu		
I don't know	Es nezinu		
Excuse me, where's the toilet?	Atvainojiet, kur ir tualete?		
It's OK or that's OK	Viss kārtībā		
I love life	Es mīlu dzīvi		





Erasmus+

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KALM
INTERNATIONAL
TRAININGS

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