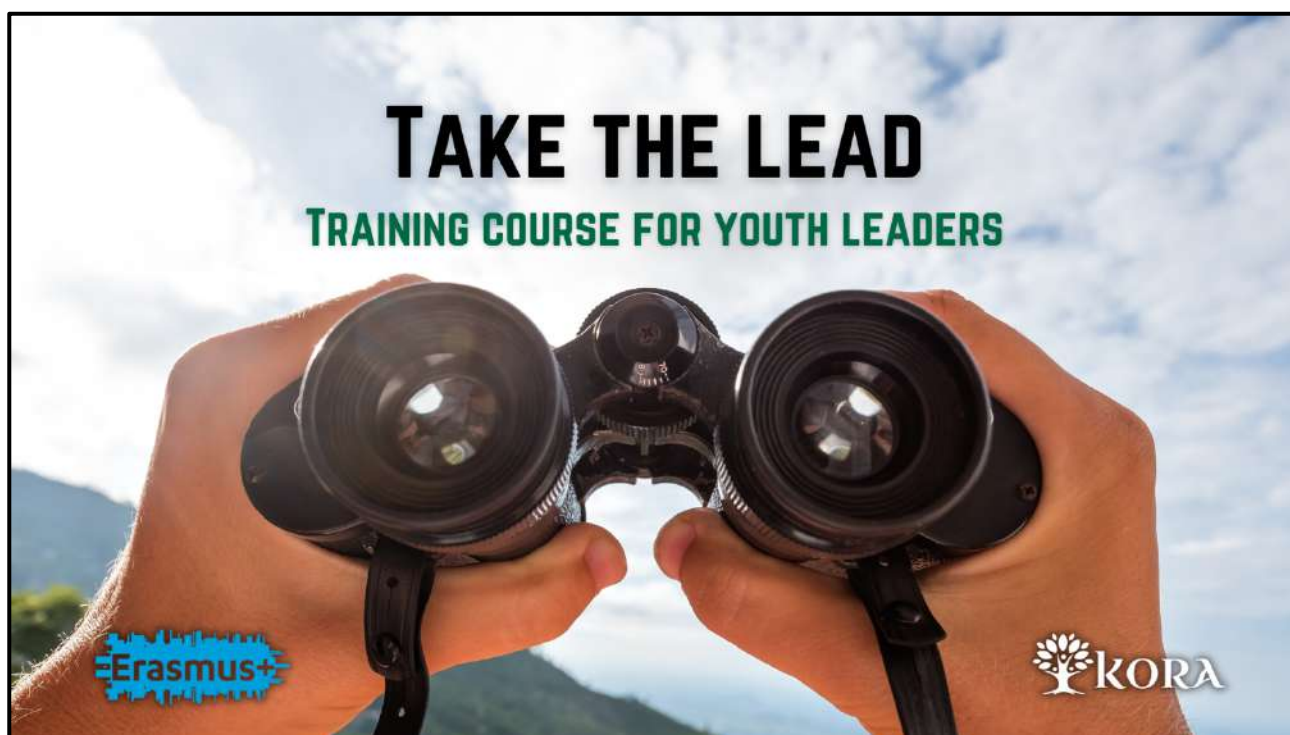


# TAKE THE LEAD

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15/02/2024 – 22/02/2024



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LEADERS ARE THOSE WHO EMPOWER OTHERS

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## THE PROJECT IN FEW WORDS

In the past years, Kora and its partners have been involved in a large number of youth mobilities. Even though each project has its own lifecycle, a common pattern started to appear, when comparing outcomes and experiences from different projects: the **involvement of group leaders** during the different phases of a youth mobility is much related to the **quality** of its outcomes.

The group leaders are often not involved properly in the preparatory phases, and, in practice, too often the person in charge of most of the activities is a facilitator. This dynamic undermines the strengths of **peer-to-peer learning** and **non-formal education**, and can lead to situations where participants feel like a teacher-pupil relationship. Through previous partnerships, organisations realised once again that the youth leader plays a **key role** in the different phases of a youth mobility.

That is why *Take the lead* wants to put the **youth leaders on the spotlight**: they should be the centre and the focus of a real non-formal education experience. The peer-to-peer learning process needs experienced youth leaders that can facilitate the inclusion and the active participation of young people.

In one sentence, **the goal of *Take the lead* is to improve peer-to-peer learning in youth mobilities by enhancing the involvement of group leaders in the activities.**





## MAIN SUBJECTS

- Youth work
- Non-formal education and Peer-to-peer learning
- Mentoring
- Activities' facilitation
- Role of leaders in Youth Exchange projects

## OBJECTIVES

- To improve participants' sense of initiative
- To support participants' growth as facilitators of non-formal education activities
- To provide a better understanding of youth mobilities projects and non-formal education methods
- To improve mentoring and coaching skills of youth workers
- To learn how to plan, organize and structure the programme of a youth exchange
- To discuss ways of involving youngsters with fewer opportunities and building local partnerships for the purpose
- To raise awareness about youth mobilities for youngsters

## PARTNERS

-  **Kora** - Italy - 4 participants
-  **Bidaia** - Spain - 1 participant
-  **Bregal** - Spain - 1 participant
-  **Brujula Intercultural** - Spain - 1 participant

**Associazione di promozione sociale Kora**

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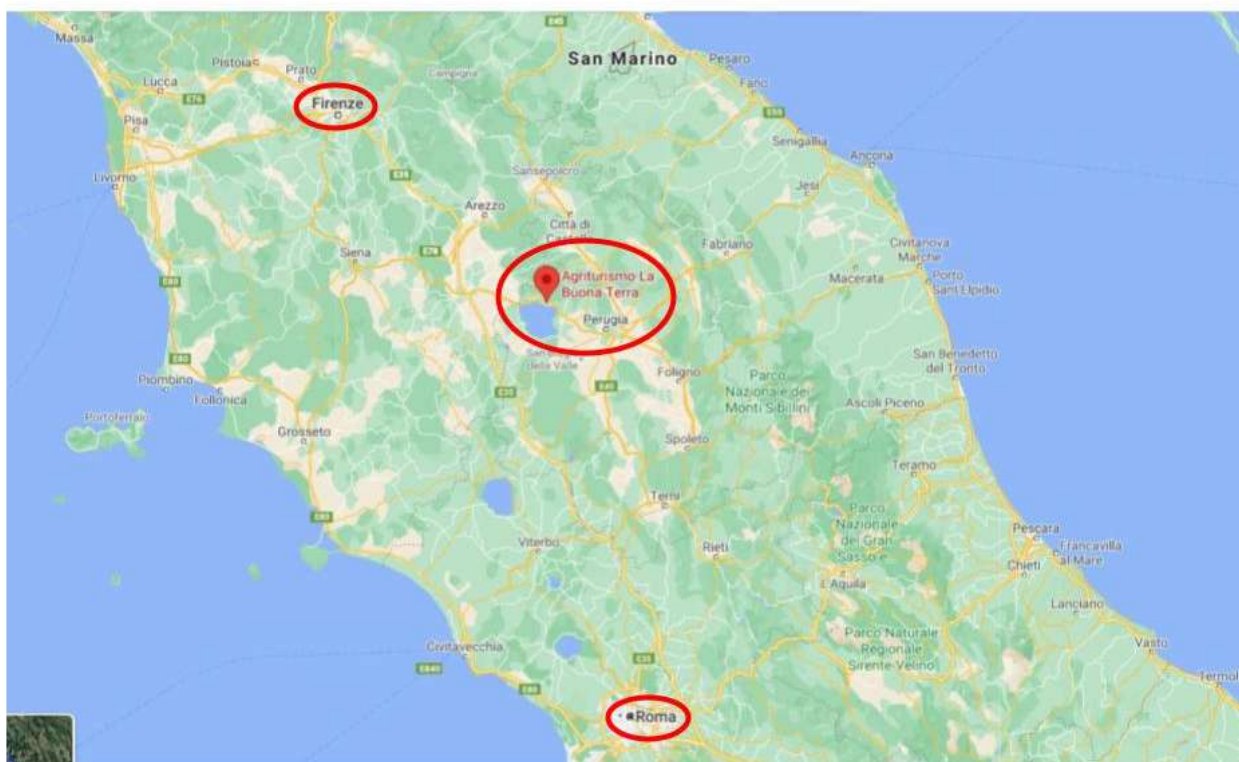
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-  **Hellas for us** - Greece - 2 participants
-  **Dreaming OPENly** - Germany - 1 participant
-  **Eltville** - Germany - 1 participant
-  **Red Cross of Zagreb** - Croatia - 2 participants
-  **Seiklejate Vennaskond** - Estonia - 1 participant
-  **Európa Ifúsága Egyesület** - Hungary - 1 participant
-  **Puzzle OptimEast** - Romania - 1 participant
-  **Youth Opportunities Club** - Armenia - 1 participant
-  **Northern Lights** - France - 1 participant
-  **EcoFairly** - France - 2 participants

## LOCATION



The participants will be hosted on the educational farm [Buona Terra](#), where they will stay in a big house. The **rooms** will be **shared** and will have mixed nationalities.

Please keep in mind that the venue is **30 minutes walk** from the first **shop**.

The farm gives great importance to **self-responsibility** and respect of **nature**. Some ground rules will be given during the stay, to respect the place, inside and outside, to respect people living in the surroundings, to respect the animals, to control the environmental impact (water, electricity...) and to create a safe and enjoyable environment for the whole duration of the project.

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The address of the farm is:  
*Via Campagna 26, 06065 Passignano sul Trasimeno, Italy*



*The view from the farm on the Trasimeno lake.*

## PARTICIPANTS

*20 participants in total*

Participants have to be youth workers that already **working** in the organisation or **active members** who are willing to be more involved (but are missing some competences) or **youth leaders** of previous youth mobilities who wants to improve their skills for their future involvement in the organisation. The main point is the **commitment** of the youth worker to be involved with the organisation in future projects. The commitment of the participant has to be a priority during the selection. Youth workers will bring back from the training course **skills and competences** that can be shared and used in the activities of the organisation.

Listing the various criteria of selection:

- **Motivation** regarding the **topic** of the training course (will to improve facilitator skills, wider knowledge on non-formal learning...)
- **Motivation** in being involved in the organisation of the **planned youth exchanges**
- Good level of **English**, at least to understand everything and be able to express oneself on any topic
- **Commitment** to promote the project and keep contacts with Kora and the other leaders for the organization of the planned youth exchanges.

Even though it is not a primary requirement, it would be appreciated if the youth workers participating in the training course belong at some level to the **category of fewer opportunities**. It is not mandatory, but partners are asked to check that on candidates, and, if similar conditions are given among more candidates, prefer to involve youth workers with fewer opportunities.

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## WHAT TO PREPARE

- Participants should take **clothes** for any type of weather condition and activity. Keep in mind that during the project we will be in the countryside, in a farm. Bringing sport clothes will help participant to feel more comfortable during the activities
- Take your **ID** documents and keep all your **travel documents** like tickets, boarding pass, receipts, etc. Take really care about travel documents, without them, it will NOT be possible to get the reimbursement of travel costs
- Anything participants feel to share with others about their culture/traditions (clothes, snacks, beverages...)

## TRAVEL DATES

**Ground rule:** contact the sending organisation/partner or directly Kora (for contacts see below) before buying flight tickets. Kora is not responsible for tickets purchased without consultation.

For the Training Course participants are expected to arrive the **15<sup>th</sup> of February 2024** before 8 pm. It is possible to arrive later if for some reason transportation is cheaper, but Kora must be informed in advance. Departure day is the **22<sup>nd</sup> of February 2024**, and all participants are expected to checkout at 10 am. The project activities will start the 16<sup>th</sup> of February after breakfast and will end the 21<sup>st</sup> of February after dinner. Please consider travel time from Passignano sul Trasimeno to the airport of departure.

**GREEN TRAVEL OPTION:** We as Kora, in agreement with the European Commission, we encourage participants to travel avoiding flights, when possible, for environmental reasons. Meaning using means of transportations such as trains, busses, ferries, or car sharing.

If that is your case, you are allowed:

- To have a higher travel budget: for example, 320€ instead of 275€. Check the table below for more detailed information.
- To have two traveling days for the outbound and two traveling days for the inbound.

## ADDITIONAL TRAVEL DAYS

Arrival and departure dates are **flexible** if participants want to visit Italy before or after the official dates.

If this is the case please read carefully: participants have the possibility to travel up to 2 days extra from the official dates of the project and still get the travel reimbursement. For example, participants could arrive in Italy the 15<sup>th</sup> and leave the 24<sup>th</sup> of February OR arrive the 13<sup>th</sup> and leave the 22<sup>nd</sup> of February.

For the extra days, **Kora does not provide food and accommodation.**

Keep in mind that if travel itinerary does not respect these rules, there will be no reimbursement. Contact us for any doubt: we will support you planning your trip.

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## TRANSPORTS

**Arrival point:** Train station of Passignano sul Trasimeno.

Participants are expected to arrive on the **22<sup>nd</sup> of February after 1 pm.**

Once in Passignano sul Trasimeno train station, staff members will come and pick you up by car/van at a fixed time, and we will drive you to the farm. **Pick-up times are:** 2 PM, 5 PM, 8 PM. If you arrive later, get in contact with the staff.

If you really can't find trains to Passignano sul Trasimeno check trains for **Terontola-Cortona** and let us know, staff members will pick you up there.

Once in Passignano sul Trasimeno train station we will come and pick you up by car/van, and we will drive you to the farm (5 minutes by car). If you don't find trains to Passignano sul Trasimeno, check trains for **Terontola-Cortona** and we'll come and pick you up there.

Official website for **train** transportation: [Trenitalia](https://www.trenitalia.it)

Connections by **bus**: [Flixbus](https://www.flixbus.it)

The closest international **airports** are:

- Perugia (PEG): 30 km
- Florence (FLR): 163 km
- Rome Ciampino (CIA): 188 km
- Rome Fiumicino (FCO): 205km
- Bologna (BLQ): 250 km

- From **Perugia airport**:

There are busses from the airport to Perugia Ponte San Giovanni train station. There are only 3 busses per day (morning, midday and afternoon). Please get in contact with us if you arrive to Perugia airport, so we can suggest the best option.

- From **Florence airport**:

Take the tram or the bus to central station (Firenze Santa Maria Novella).

From Firenze Santa Maria Novella take regional train to Passignano sul Trasimeno (the final stop of the train should be Foligno or Spoleto).

Consider that last train from Florence to Passignano depart around 8 P.M.

Please double check these information because schedule and prices can change. Contact us for any doubts.

- From **Bologna airport**:

Take Aerobus bus to central station (Bologna centrale).

There is a bus every 11 minutes. One-way ticket is 6 €, and tickets can be bought online or directly on the bus. The travel time is 25 minutes.

From Bologna Centrale take train to Passignano sul Trasimeno; there are no direct trains, you will have to change once or twice according to the time of the day. Prices also vary according to the time of the day.

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Please double check these information because schedule and prices can change. Contact us for any doubts.

- From **Rome Ciampino**:

Take airport bus or train to Roma Termini train station. Buses leave from the airport when they are full. From Roma Termini train station take regional to Passignano sul Trasimeno. Please let us know if none of the train solution match as there can be other options as well.

Please double check these information because schedule and prices can change. Contact us for any doubts.

- From **Rome Fiumicino**:

Go to the train station inside the airport. Here you can take a train to Roma Tiburtina for 8 €. Travel time is around 40 minutes.

From Roma Tiburtina you can take another train to Passignano sul Trasimeno.

Please double check these information because schedule and prices can change. Contact us for any doubts.

**THREE IMPORTANT NOTES ABOUT TRAVELING BY TRAIN IN ITALY:**

- Since August 2023 the official Italian train company (Trenitalia) introduced the **check-in for train tickets**, just like a flight, you must do the check-in before getting in the train to validate your digital ticket. You can do it in their official app, or by following the instructions that you have received via email when buying tickets.

- Some regional trains in Italy are quite old, and don't have automatic systems to open the doors when stopping in train stations. Usually there is a **big handle** that you must **strongly pull** when the train stops in the train station of your destination. We advise you to **reach the door before the train stops** to get ready to get off the train. We don't want to receive your calls telling us that you missed the stop (speaking by experience)!

- If you don't have digital tickets, the ticket must be bought from the ticket office or ticket vending machine (image on the left) of Trenitalia. **All tickets must be stamped in the machine** (image on the right) **before getting on the train!** If not a penalty of 100€ can be required.



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## TRAVEL REIMBURSEMENT

It is fundamental that you keep all your **original travel documents**: bus and train tickets, invoices, boarding passes... **The reimbursement cannot be done without these documents.** Participants will be reimbursed up until a maximum amount granted by the European Commission.

Consider that taxis and first class tickets cannot be reimbursed.

When you buy your tickets make sure you don't exceed the following amount, or you will pay the difference yourself. Buying tickets in advance will help you avoid that scenario.

**\*IMPORTANT:** If you are travelling with **RyanAir** and you use their app for the boarding pass it is essential that you make a screenshot of the boarding pass before the departure. That is because the boarding pass will disappear from the app once the flight lands.

*Maximum reimbursement per distance (the distance band is calculated from the official address of the sending organisation and the hosting location):*

Distance	Standard Travel	Green Travel
0 - 10 km	0 €	0 €
10 - 99 km	23 €	23 €
100 - 499 km	180 €	210 €
500 - 1999 km	275 €	320 €
2000 - 2999 km	360 €	410 €

Participants will be reimbursed after the end of the training course, once they provided all the original travel documents, including the train, bus and shuttle tickets of the return trip, which have to be sent by post if they are not digital. Further and detailed instructions will be given during the project.

## WHAT TO BRING

- Towels and Toiletries (toothbrush, toothpaste, shampoo, etc.)
- Comfortable shoes and clothes (keep in mind that you will live in a farm)
- Warm clothes (weather in spring can be unpredictable)
- Slippers (or indoor shoes)
- Personal drinking bottle
- Whatever you feel you would need for any time spent away from home (cigarettes, medicines, chocolate... Consider that you will live far away from the village and the shops)

## CONTACTS

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