



15.-26. AUGUST 2022

YOUTH EXCHANGE IN ESTONIA

Valgamaa, Estonia



SUMMARY OF THE PROJECT

The aim of the youth exchange will be helping the participants to understand what is discrimination and how to identify hate speech. Participants will learn how to notice it and how to react. They will also learn about themselves as learners, how they like to learn and what is the most effective way for them. We will combine active body & active mind methods and focus on intercultural learning and teamwork.

Youth Exchange will last from 15th to 26th of August 2022. 15th is the arrival day and 26th is the departure day. There are 10 activity days with different and dynamic activities to achieve the abovementioned objectives.

Advanced Planning Visit (APV) will last from 19th to 21st of July 2022. 19th is the arrival day and 21st after lunch is the departure. There will be one and a half days of planning and preparing the youth exchange.

Participants come from 6 different countries (Estonia, Portugal, Poland, Spain, Croatia, Romania), 5 from each country, 4 youth + 1 leader. So altogether on the exchange there will be 32 participants (5+2 from Estonia).

All working methods used during the youth exchange will be non-formal learning methods.

*Learning by doing * Learning for yourself * Learning through having fun * Learning from each other * Intercultural learning * Learning to learn * Developing social skills * Learning to work in a team * Active participation * Voluntary

Although non-formal learning is voluntary, participation in the whole planned programme is required. You have voluntarily signed up for the youth exchange and all your costs are covered – therefore participation from all parts of the planned agenda is needed from participants.





LOCATION & ACCOMMODATION

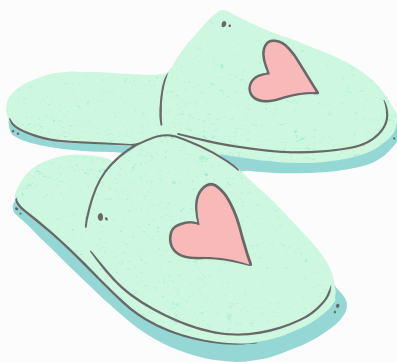
For the duration of the project we will be staying in **Marja Talu Tourism Centre** in Southern Estonia.



Our group will be divided between 2 different houses on the premises - main house & sauna house. You will stay in rooms of 2 - 8 people divided by sex but with mixed country groups. There will be shared bathrooms in the hallway. We have traditional Estonian sauna we will use once or twice per project.



Please do not walk with your outside shoes inside the houses. It is very typical in Estonia to leave your outdoor shoes at the door. It will keep the houses cleaner (in case of mud, rain etc) and we consider it more comfortable and polite. The floors can be quite cold so it is recommended to bring warmer socks or slippers/inside shoes.



Please take into consideration that smoking is not allowed in any place inside the houses, and only place for smoking is outside (specifically designated place for smoking – not everywhere is allowed).

Please also take into consideration the environmental aspect and do not throw your cigarette buds to the nature/streets etc. Underage people are not allowed to smoke.



Three meals per day will be provided (breakfast, lunch and dinner). We will take into consideration your food related special needs or diets (allergies/intolerance/vegan/vegetarian etc). Please let us know about your preferences in the application form. If you wish to have snacks between meals, please bring them with you. There is no shopping facility nearby.

PROJECT ACTIVITIES

Project activities will take place in the seminar room or nearby area. We will spend quite a lot of our time outdoors - so be prepared. It is planned that we have a wide range of activities, those related to getting out of your comfort zone and also activities that require working in groups, analyzing yourself etc.

More detailed agenda will be shared with the participants after the APV.

INTERCULTURAL NIGHTS

During the exchange each country will have a chance to prepare a presentation about their country - it's traditions, typical food etc. What you present is up for your group to decide but for this presentations please prepare as a whole group (each participant should have a role during the preparation and presentation):

- Bring some typical food from your country - sweets, snacks, drinks etc. Make sure it is easy to prepare and easy to share with others.
- Prepare a short (no longer than 15 minutes) presentation about your country. The presentation should be interesting, engaging and active.



ADVANCED PLANNING VISIT

There will be an Advanced Planning Visit (APV) before the Youth Exchange itself in order to ensure high quality activities by facilitating and preparing administrative arrangements, build trust and understanding and set-up a solid partnership between the organisations and people involved.

Travel dates for the APV are 19th and 21st of July of 2022. There will be group leader and one participant participating from each organisation. These people must be the same as in exchange.

In the APV we will go over a few things:

- getting to know each other
- agenda
- the final details of the methodology
- defining roles
- the contribution from each partner
- visibility
- dissemination and follow-up
- any other questions the group leaders or participants might have

Travel costs for Croatia, Poland and Romania will be 275 €, for Portugal and Spain it will be 360 €. However we will try to make sure that all countries get their travel costs covered as some of you come from much more than others.





PARTICIPANTS

Participants are young people aged 16-30 years who have participated in local preparation training for international projects by their sending organizations.

4 participants per country + one group leader (18+).

Participants and qualified group leaders will be selected by the sending organizations:

- Participants must be motivated and ready to participate actively 100 %
- It is recommended that participants have at least a slight understanding of English and in case needed receive linguistic support from their group leader with the preparation of the project and during the project.
- Participants should be 18+. We can also include youth starting 16+ but these participants should be confirmed beforehand with the host organization.
- Underage participant needs a parental consent (check below) to participate!

All participants must fill the [APPLICATION FORM](#) until 15th of July!

PARENTAL CONSENT

All underaged participants will need to bring [PARENTAL CONSENT](#) and need to have it filled & signed by their parent/legal guardian. The scanned version of the signed consent must be sent to the group leader and host organization and the original taken to the project.

The scan needs to be sent to host organization no later than [1st of August 2022](#). In case an underaged participant will not have parental consent they are not able to travel.

You can find the contact information of host organisation in the end of this Infopack.



GROUP LEADER

Selected group leaders should be at least 18 years old (no upper limit).

Group leaders should be aware that they need to support their whole (country) group;

- provide linguistic support,
- help with preparation,
- help their youth during the project,
- make sure their participants are doing well
- communicate any troubles to the organizers and/or other group leaders and work together with them if needed.

Group leaders are responsible for their group. Group leaders are legally responsible for their underage participants – with parental consent (read more above). They need to make sure that signed parental consent will be taken to the project and make sure their underage participant is doing well and understands everything all through the preparation and project period. Group leaders should make sure that their participants will submit their application and other necessary documents/assignments on time, have read and understood the Infopack and any other provided material by the host organization and will keep their boarding passes and other tickets. Group leader will collect all tickets and boarding passes and will pass them to the host organization



ESTONIA - 7 PAX (5 + 2 LEADERS)
SPAIN - 5 PAX (4 + 1 LEADER)
CROATIA - 5 PAX (4 + 1 LEADER)
POLAND - 5 PAX (4 + 1 LEADER)
PORTUGAL - 5 PAX (4 + 1 LEADER)
ROMANIA - 5 PAX (4 + 1 LEADER)



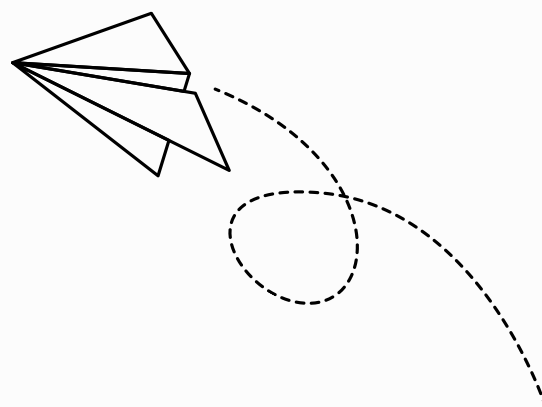
TRAVEL TICKETS

Plane tickets will be bought by participants or by sending organization.

[Deadline to buy tickets is 20th July 2022.](#)

Please check with your sending organization how to proceed. Participants should use the cheapest means of transport (economy class plane tickets, 2nd class train tickets etc). Use of taxi is not allowed. Use of private vehicle or hired transport may only be used if agreed beforehand with organizers and it's highly justified (it's cheaper or it's only way of transportation and receipts are provided).

Whole group should travel together (from one country). All tickets must be confirmed with organizers before buying, otherwise the costs will not be reimbursed! Participants need to use the cheapest means of transport and it is NOT allowed to pay for tickets in cash.



ARRIVAL AND DEPARTURE

All participants should arrive to Tallinn (TLL) or Riga (RIX) airport no later than 15th of August. Departure flight should not be earlier than 26th of August. We will give more information on how to reach from airport to project location before the start of the project. You must confirm all flight tickets before buying! In case your tickets are more than the limit (check below) you are responsible of covering the costs that exceed the limit.

Please reserve from your limit ~40 € per person for travel inside Estonia.

Make sure you make online check-in and send your boarding passes straight away to your group leader and organizer. All paper tickets must be kept and given to group leader who will pass them to the organizers.

In case you buy your own tickets we encourage participants to buy all the tickets online, prefer the direct airlines and not service providers (do not use travel agencies, cash payments are not allowed!) This will speed up the reimbursement process and is more environmentally friendly. All tickets should be sent before the project to seiklejate.vennaskond@gmail.com.

Participants are allowed to stay few days longer in Estonia if they want, but they need to pay for their own accommodation/food.

TRAVEL COST REIMBURSEMENT MAXIMUM LIMITS PER PARTICIPANT FROM HOME TO ESTONIA



Croatia
500 - 1999 km
275 €



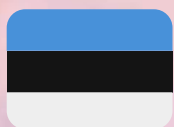
Portugal
4000 - 7999 km
820 €



Poland
500 - 1999 km
275 €



Romania
500 - 1999 km
275 €



Estonia
100 - 499 km
180 €



Spain
3000-3999 km
530 €



REIMBURSEMENT

Reimbursement of travel costs can be done as soon as we have all original documents from participants and they have been checked - usually in 1-2 months. We will make bank transfer to the organization (not individuals).

DOCUMENTS

- Original invoice of the flight ticket, it should be in English and amounts in euros (if possible). Please book your tickets in travel site where you can get the documents in English and in Latin alphabet!
- Bank statement of the payment or credit card slip.
- Flight tickets with travel times
- Boarding passes (very important) from your journey to Estonia and from your journey back (electronic versions - make online check-in!)
- Bus/train tickets
- Use of taxi / personal car will not be reimbursed
- If luggage is not included in plane tickets, try to add it right away while buying the tickets online (separate luggage receipts are not subject to reimbursement)



GENERAL SAFETY

We will take extra measures to ensure safety and avoid unnecessary contact with people outside of our project.

TRAVEL INSURANCE

If you are European Union citizen, please make sure that you have the European Health Insurance Card or temporary certificate.

Travel insurance is mandatory and all participants need to make it no later than 3 days after their travel tickets are bought. Travel insurance should include medical insurance, trip protection, luggage insurance and COVID protection. It is the responsibility of sending organization together with group leader to make sure all their participants have travel insurance.

Travel insurance can be covered by the project costs in case your travel tickets are below the limit and your travel insurance with travel tickets fit in the maximum amount for travel per participant. Travel insurance needs to be first bought by participant themselves and will later be reimbursed by host organization. (Please note – we will only cover travel insurance that is made for the project period!) Group leaders need to send the proof of travel insurance of themselves and all their participants prior to the project to the organizers.



CHECK LIST

- Warm clothes & something lighter - you can expect anything during August in Estonia (rain, sun, warm, cold)
- Rain jacket / coat -we are countryside – sometimes outside, be prepared for all kinds of weather
- Swimming suit /swimming clothes & towel for sauna
- Personalhygiene kit, medicine, cosmetics, sun cream
- Hand sanitiser / mask
- Shoes/slippers for inside - so we keep our room clean if it is muddy outside
- Some food, drinks or other things of your country for intercultural night
- Personal snacks
- Water bottle (you can fill with tap water)
- You can prepare some energizer or bring some games ☺
- Underage participants need to bring parental consent
- Positive attitude and open-minded attitude



ERASMUS+

SEIKLEJATE VENNASKOND

Seiklejate Vennaskond is youth and civil society organization, which connects active adventurous people together. We work mainly with young people, but also with youth workers, trainers and teachers and organizations active in non-formal education field and lifelong learning. Our members have participated and organized different youth exchanges, seminars and training courses concerning equality, fight against racism & xenophobia, human rights, mobility and migration, environment protection, healthy lifestyle, no hate speech movement, refugees and other issues. Our volunteers gather every month to take up new ideas and think how to put them into practice. We sincerely believe that young people today can make a difference and we all work for this purpose.



Seiklejate Vennaskond

YOUTH EXCHANGE

This project has been funded with support from the European Commission Erasmus+ programme Key Action 1.

Erasmus+ is the EU's programme to support education, training, youth and sport in Europe.



Erasmus+

PARTNERS

LUMEN, Croatia



**TEATRO
METAPHORA**
ASSOCIAÇÃO DE AMIGOS DAS ARTES

**TEATRO METAPHORA
- ASSOCIACAO DE
AMIGOS DAS ARTES,**
Portugal


**ASOCIATIA
PENTRU
DEZVOLTARE
ACTIVA, Romania**



**sempre
a frente**

**FUNDACJA
SEMPTE A
FRENTE, Poland**

ASOCIACION 217 SUR, Spain



SEE YOU SOON IN ESTONIA

contact us: seiklejate.vennaskond@gmail.com