



Infosheet to „READY-STeadY-EUROPE!“

International meeting for partnership building

from 22nd to 29th July 2013 at Osterberg in Pfünz close to Eichstätt, Bavaria, Germany

Dear friends of youth work,

below you can find our Infosheet with all important points and information for our common encounter „Ready-Steady-Europe!“ for partnership building in July 2013.

Our aim in this connection is the construction of an intercultural dialogue between the youth groups, the discussion on the common thematic focus areas and problem settings in the youth sector in the various countries, as well as the possibility to plan future joint multinational projects (as for example a multilateral youth exchange in Eichstätt) during the meeting.

The project will also give you the opportunity to meet different youth groups from the district of Eichstätt and to start cooperating with them.

It is very important for us to discuss ideas and concepts for future projects with you and to go into the actual planning during our common week.

Even in advance of the actual meeting, the communication between the groups and the opportunity to participate in the program design is a major concern.

Especially the virtual communication via email and social networks will play a big role therefore. We created the facebook page www.facebook.com/readysteadyeurope, so that it is possible for you to contact us and the other participants in advance and to join our participants' group settled there.

For the project, we submit an application to the European program “**Youth in Action 4.3**”. So the actual implementation of the project depends on the approval of the project funding.

!!!In addition to this newsletter you will find some more documents which you are asked to complete and send back to us until the 10th December 2012.

*Datasheet

*Preliminary agreement of the partner

*Travel cost calculation

Enjoy reading and we hope that your anticipation is aroused.

Feel free to contact us at all times with for your questions, wishes and everything else.

1. Aims

Since we have not organized own international projects under the European program "Youth in Action" yet, we aim to network with various organizations for youth work in different European countries in order to implement this plan into action. Our aims therefore are:

- The construction of an intercultural dialogue between the youth groups
- The planning of future joint multinational projects
- Teamwork in an international context; each participant shall be involved and have the possibility to help shaping the program actively
- To arise and facilitate partnerships between the different associations
- Comparison of country-specific youth work
- Comparison of the participation of youths in the respective countries
- Comparison of the status of non-formal education in the different countries
- Getting to know different cultures through participants from various countries
- Presentation of youth programs (particularly Youth-in-Action, action 1.1) and motivation of the participants to be proactive
- Comparison of experiences in the field of international youth work

2. Current participating organizations

The participating countries in „Ready-Steady-Europe!“ with a firm commitment are listed below. More countries are requested and we firmly hope on further commitments.

*Spain: Youth leaders from three communities in the nature park Sierra María-Los Vélez www.losvelezturismo.org, www.ayuntamientodevelezblanco.org, www.velezrubio.org , www.chirivel.es

*France: „La Fédé, Fédération d'Animation Rurale en Pays de Vilaine“ from Redon in Brittany <http://www.lafede.fr/>

*Slovakia: „Maldinfo Slovensko“ from Bratislava <http://www.mladiinfo.com/>

3. Registration

In order that you can actually participate and we can request the grant at “Youth in Action”, we need the following documents filled in from you:

1. Preliminary agreement of the partner

please send us the completed and signed form gladly first as a fax, but in any case **until**

the 10th December 2012 on the postal route and with an original signature to:

Kommunale Jugendarbeit
Residenzplatz 1
85072 Eichstätt
Germany

2. Datasheet – identification of the organizations participating in the project

Please enter here all dates about your organization relevant for the application. All the orange boxes must be filled in, the others are optional. Please send us this datasheet also until 10th December 2012 via email.

4. Costs and self-financing

Our international partnership building encounter will be funded by the European program

Youth in Action, Action 4.3 Youth Support Systems, Partnership Building

http://ec.europa.eu/youth/youth-in-action-programme/overview_en.htm

By a daily rate set for each participant, which we get from these grant funds, there will not be any additional cost for the participating countries in relation to accommodation, meals and conference costs.

For the preparation of the project in each country we provide a flat fee of 200 to 400 Euro for each participating country. The exact amount still depends on the exact calculation. Here are still some points to be clarified such as the exact number of participants. Once the amount is clear and the calculation is finished, we will inform you of the exact amount of the grant, with which you can finance your preparation.

In terms of travel costs, however, there are some special features. 70% of the cost of flights, trains, buses, etc. will be taken from grants, whereas 30% fall into the realm of self-financing and have to be covered by the participants themselves. Official documents and records are essential to reimburse you 70% of the costs.

!!! Therefore collect all confirmations, receipts etc. which are related to our project and bring them to our meeting in July 2013 or send them to us after the project!!!

IMPORTANT: The purchase of travel tickets may only be made from 1st May 2013!

Bookings made before 1st May will not be sponsored by "Youth in Action" and have to be covered by yourselves.

5. Travel cost calculation

Only travel tickets and reservations and payments within the project period apply for the grant of Youth in Action. The project period starts from 1st May 2013, so you should not book

tickets before, because in this case, the possibility of funding expires and the costs can not be recovered!

For the application, however, we need a preliminary calculation of the respective travel expenses. Only amounts within the pre-calculated amount of travel expenses will be refinanced from "Youth in Action". Therefore we need your costing statements regarding the expected travel costs for arrival and departure, that will be incurred from May 2013 (flights, trains, buses, etc.). Please send them together with all the required documents to us.

Note: The estimated travel costs are to be presented with meaningful and comprehensible price information and / or calculations. Furthermore the most cost-effective means of transport, and rates (always in the economy class) have to be used. *-see Youth in Action-*

In calculating the estimated travel costs you have to note carefully any price increases until May!

If you need help for this, please tell us. We will try to assist you as best as possible.

6. Supervisory duty

Our international partnership building meeting is announced for people aged 16 years. So there are some characteristics with regard to the legal duty of supervision. During the arrival and the departure from the different countries as well as during our meeting, the supervisory duty has to be ensured by your own supervisor/ companion and the consent of the parents must be ensured. The Kommunale Jugendarbeit and the Kreisjugendring do not function as subject to supervision.

7. The scene of action!

!!!Osterberg-Eichstätt-Altmühltal!!!

The diocesan centre Osterberg is located in Pfünz in the middle of the nature park Altmühltal.

Juniper dry meadows and limestone give the landscape its typical appearance. Already for a long time, the Altmühl (river) is a hot tip for water hikes and canoe trips. The area is also ideal for cycling, climbing and hiking off the roads. The evidence of the past such as the prehistoric caves, remains of settlements of the early history, impressive traces of the Roman era, churches and manor houses of the Middle Ages make history come alive here.

The Osterberg in Pfünz near Eichstätt has several camping grounds and a self-catering house. The self-catering house offers a place to sleep for 34 people, while more adventurous participants can pitch their tents and camp for the night at the adjacent camping site. Staying there guarantees new experiences in nature, the cottage and the campsite offer the challenge to live simply - if only for a weekend.

This includes the playing on the extensive grounds and a fireplace for atmospheric evening rounds and happy get-together.

More information about the camping site and the self-catering house:

www.dpsg-eichstaett.de

As far as possible we will provide even more photos on our facebook page soon :

www.facebook.com/readysteadyeurope

Only 7 km from the camp site and self-catering house away is the town of Eichstätt. With its cathedral and the Prince Bishop's Residenz she captivates with its typical southern German city that is characterized by numerous and magnificent churches and monasteries. Above that is the Willibalds-Castle of the 14th Century, which hosts the Jura-Museum, one of the most beautifully situated natural history museums in Germany and has a remarkable and unique fossil exhibition.



8. Program

The specific program is currently being revised again to meet eligibility requirements of “Youth in Action” better. You will receive the program sequence – which will still provide enough space for your design possibilities and active participation - in the next few days.

9. It's up to you now 😊 Your active participation in the program design

For us it is a big concern that all participants are involved actively in the preparatory process of our Partnership Building and to create the program in a interesting way together. Therefore you are asked prior to the project. So feel free to use your creativity, and send us your ideas, wishes etc. A colourful and diverse range of your results will enrich our common week immensely.

That's what you need for our project:

1. warm-up and cooperation games or games about the intercultural communication
2. an elaborate and demonstrative presentation of your organization(s) and your activities (posters, pictures, music, videos, skits, etc...). Use your imagination.

3. one moderator per country for one self-chosen topic area in the field of youth work, youth in general, etc., which is important to you (in any case there are definitely issues such as youth participation and the role of a youth leader in each country, so you can gladly also choose one of those topics). The moderator will lead a small discussion group to his chosen topic during the program point World-Café in our project.
4. Each country organizes a culinary evening. So think about recipes, decoration and design and send shopping lists prior to the project to us. Our kitchen staff will support you in the preparation of your native meals.
5. You still have own ideas, or you want to get involved more intensively? So please tell us timely, so that we can take it into consideration in the programming.

You will prepare all that in preparatory meetings, create together and collect ideas, etc. Please let us know your choices to certain topics, your shopping lists and whatever is coming in time.

For the preparation of the project in each country we provide a flat fee of 200 to 400 Euro for each participating country. The exact amount is still dependent on the exact calculation.

10. Time and space for comprehension

Concerns or fears of language or comprehension difficulties? Don't worry about that! It is a important concern to us to take enough time to ensure enough space for translations, feedback, joint meeting, discussion and comprehension.

The common language of communication during the project „READY-STEADY-EUROPE!“ will be English.

11. Translation Panel

We will set up a so-called “translation-panel” to get to know the different languages better. We will start that board with simple but often used terms such as “Hello, thank you, How are you? Etc.” However, you can add many funny words or exciting phrases to our translation panel any time.

12. Cinematic accompaniment

The „Altmühlnet-Jugend“ is a youth group who concern themselves under the direction of Stefan Hanauska intensively with technology, media and film. As we would like to document our common experiences and activities, we will be accompanied by a film team. Finally they will create a film on DVD from the film materials that you can take home with you to make our international encounter unforgettable.

13. Evaluation

During the week there will be several times of evaluation. There, we will reflect and evaluate our common meeting with different methods. So you can express your opinions and we can together adapt the circumstances to your wishes.

Furthermore, everyone has the possibility to create a Youthpass for this encounter.

The Youthpass is a European certificate, that confirms your participation at this event and that gives information, which competences you acquired during this project. We will give you more and detailed information in July in Eichstätt.

(<https://www.youthpass.eu/en/youthpass/>)

14. Facebook

You can also find us on **facebook!!!**, visit our page and join our common group, we look forward to seeing you!

www.facebook.com/ready-steady-europe

For questions, requests, ideas, etc. please feel free to contact us, we will gladly help you.

Your planning team

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Education and Culture DG



'Youth in Action' Programme