



Training Course “Get Active Locally”

27th of August – 2rd of September 2018, Minsk, Belarus

Dear Participant,

We would like to invite you to participate in the training course

“Get Active Locally”

Date: Arrival 26th of August 2018 (Sunday)

Departure 03rd of September 2018 (Monday)

The project will be conducted the auspices of the European Union
Programme – [Erasmus+](#).



Changing lives. Opening minds.

Host organisation Amber Initiatives (UK)

Project Details

The Training course 'Get Active Locally' will gather together 36 youth workers from Programme and Partner countries. During 7 days, the participants will explore concept of volunteering and effective way to recruit and retain volunteering in animal welfare projects. The project will be hosted in Minsk, Belarus. The project addresses the need to promote volunteering as a way into employment. This training will focus on very narrow area: volunteering in animal welfare organisations, involvement of young people with fewer opportunities, including migrants, refugees and Roma people.

There are many ways to volunteer, however, one of the way to volunteer that is often overlooked is to help animals. Many animal charities exist on limited funds and, therefore, volunteers are much needed and appreciated.

The participants will explore a topic of animal welfare, the needs to support local organisations working in this field and ways to be involved.

Objectives:

The objectives of the training are:

- improve awareness of animal welfare
- increase awareness of volunteering in animal welfare organisations and ways to expand activities in this field (recruitment of volunteers, roles, skills matching, activity on local and international level)
- increase awareness of cultural diversity of Europe
- increase employability skills of the participants
- increase capacity of participating organisations to operate at international level
- improve foreign language competence

Project Coordinator



The company works on European level, and implemented projects in the fields of youth, focusing on civic education, motivation, active citizenship and personal development of children and young people from disadvantage background.

Amber Initiatives is a unique example of active citizenship. It has been set up by migrants and local volunteers to tackle the problems migrants from EU face in their everyday life, and for first 5 years we had no paid staff. The fact that we have 6500 service users shows that our service is in great demand.

We strongly believe that volunteering and active citizenship can benefit local community and help people to tackle local issues. Amber Initiatives is an organisation with a successful

long-term experience in non-formal education. Up until now the organisation has worked on the projects funded by British Council (the Youth in Action Programme), Plymouth City Council and other funders. The projects were in the fields of non-formal education, civic education, motivation, active citizenship and personal development of children and youth. At regional level we have implemented many projects related to European awareness, social inclusion, antidiscrimination and youth initiatives as a leading organisation. Also today we pay particular attention on the youth unemployment and personal development issues. The proposed project is a part of our long term strategy 'Positive Youth Development'.

Trainer- David F Coggan, TCert, LCP(DipSMS), CBiol, MIBiol, ACMI, a successful and professional science-based teacher, trainer, education strategist and manager.

- 40 years teaching & lecturing experience principally in the life sciences, and 26 years technical, training and management experience.
- International Education Consultant for Royal Society for the Prevention of Cruelty to Animals (RSPCA).

He designs and delivers bespoke courses in environmental education/citizenship education: volunteering in animal welfare organisations. He designed and deliver the animal protection programmes for China Open University (2009 to present); Taiwan National Academy for Educational Research (2007 to present); Serbia: for NGO staff of O.R.C.A. to assist them in delivering community animal care services and public education on behalf of government; Bosnia: designed and delivered specialised workshops for child psychologists, social workers, youth workers and teachers, etc.

Partners organisations involved in the training

VSI "Lese"(Lithuania)

Belarusian Youth Public Union 'New faces' (Belarus)

Cassiopeia (Belarus)

NGO Ne Zupinaysia (Ukraine)

Center for education and development (Macedonia)

Initiative Group of Belarusian Society of Disabled People (Belarus)

Ekolosko udruzenje fanova kampova- Eko fun (Serbia)

Bioetika (Latvia)

Passpartout.up (Italy)

Profile of a participant

Youth workers and youth leaders. No age limit.

Language

The training will be conducted in English language.

Programme

The draft of the timetable will be sent you shortly.

YouthPass

All the participants of the training course will get in the end of the TC the certificate that confirms their participation – the Youthpass. It will be introduced at the beginning of this training. The daily reflection activities will give the participants the chance to reflect on their learning. By the end of the training the participants will get their YouthPass (the main pages) to prove their participation.

They will have possibility to fill the competences' lists within a month after the project and the organisers will send by e-mail the list of the competencies.

Activity costs

Accommodation, local transportation related to the project, food (breakfast, lunch, dinner, coffee breaks) and other activity costs are covered by the applicant organisation only during the project's dates.

! Note: Although participants can plan their travel individually and arrive earlier/depart later, the organisers can only commit to reimburse and organise board and lodging during the mentioned project days. If participants plan to arrive a few days earlier or depart a few days later they are kindly requested to inform organisers, and we will be glad to offer assistance with booking a hostel and help with information.

Minsk, Belarus



Minsk is the capital of Belarus and the biggest city in Belarus with 1,8 million inhabitants. Minsk is mentioned in script the first time about year 1067, which means that Minsk is older than European cities like Moscow and Stockholm. Big parts of Minsk were destroyed in the Second World War and were rebuilt during the Soviet time. That's why Minsk has a lot of nice soviet-time architecture and city planning.

About Belarus



You can find some information here:

<http://www.lonelyplanet.com/belarus>

<http://www.belarus.by/en/>



Videos on YouTube

<https://www.youtube.com/watch?v=MkUzeYWa7-8>

<https://www.youtube.com/watch?v=-G336uObj4w>

<https://www.youtube.com/watch?v=PT6GC2p264>

The Venue

The project venue is a [Training Centre](#) of the National Bank of the Republic of Belarus. The Training centre is located in a beautiful and picturesque area of Minsk. The remote location gives visitors an opportunity to take part in events, but also enjoy the outdoors and the tranquil natural environment.



You will stay in a double room. An each room has its own bathroom. There is Internet in common areas.



Not only does the location provide comfortable hotel rooms and full use of the leisure services, but there are also the following facilities:

- Dining room
- Disco hall equipped with audio and light system
- Billiard room
- Gym
- Tennis court
- Russian sauna, Finnish sauna



Food

The food will be provided and cooked at the venue. Mainly it will consist of traditional Belarusian cuisine.

Health Insurance

All participants (including the British citizens) will be required to obtain a medical insurance prior to entering Belarus (for people, who apply for the Belarusian visa the insurance is in the list of the mandatory documents).

The medical insurance contract with foreign insurance organisation must:

— contain the name of a foreign insurance company and an indication of its location, telephones of foreign insurance organisations or international assistance services, as well as the surname, first name, middle name (if available) of a foreign citizen;

— be valid at the territory of the Republic of Belarus;

— be valid for a period of temporary stay or temporary residence of foreign citizens in the Republic of Belarus;

- provide the limit of indemnity not less than EUR 10 000. A medical insurance contract with foreign insurance organisation can be confirmed by an insurance policy, an insurance card or other document containing the abovementioned information about the medical insurance contract.

Please, pay attention that:

- 1) The health insurance is fully the participant's responsibility.
- 2) The costs of the health insurance cannot be reimbursed.

Travel

Participants can arrive to Belarus (start their travel) maximum **2 days** before the start of the project and departure maximum **2 days** after the end of the project. Travel costs outside these days CANNOT be reimbursed.

Below you can find the travel grants according the [Distance Calculator](#) amount of European Commission. So you have a **fixed amount** of the money according the distance from your place to the project venue. For example, your fixed amount is 275 Euro. If you spend this amount or less – it will be covered in 100 % (it means that you do not spend your money). In case if you spend on travel more than fixed amount, you will cover the difference by yourselves.

! Note: If you have problems to stay within the indicated travel limits please contact the organisers.

According to the rules of Erasmus+ program, and in order to comply with environmental standards, we kindly ask all participants to take the most environmentally friendly and cost effective alternative available. We generally do not refund individual car travel, unless there is no other possibility.

Country	Distance band	Travel budget per person
United Kingdom	2000-2999km	360 euro
Latvia	100-499km	180 euro
Serbia	500-1999km	275 euro
Lithuania	100-499km	180 euro
Italy	500-1999km	275 euro
Ukraine	500-1999km	275 euro
Macedonia	500-1999km	275 euro
Belarus	10-99km	20 euro

! NOTE: When book your flights, pay attention that Belarus and Russia are different countries. And if you book transfer flights through Moscow, you need to have a Russian transfer visa. That's why we advise you to look for direct flights to Minsk or flights through Vilnius or Kaunas, Lithuania (after it takes around three hours to get to Minsk by train).

!! Note: Before buying the tickets, we strongly advice you to send us the information about the tickets to evsamberinitatives@gmail.com for our confirmation.

Travel reimbursement

The travel reimbursement will be done by bank transfer on participants organisation's bank accounts after the training finishes and after the participants send all the boarding passes and return tickets back. If reimbursement paid during the training (when all original tickets provided), it will be in Belarusian currency or in pounds. If the reimbursement paid by bank transfer, it will be paid in euro.

There might appear transfer costs, which we will have to deduct from the travel costs.

! NOTE: Do not buy the ticket through travel agencies. The cost will include the agencies' administration cost and the cost of ticket. We will not cover the cost of travel agency service. **ONLY TICKET COST WILL BE REIMBURSED, WHEN ALL ORIGINAL TICKETS & BOARDING PASSES PROVIDED.** In some cases, it is difficult to calculate and separate the ticket cost and the agency's service cost, and this will create problems.

For the reimbursement:

- 1) Keep original invoices and tickets, print out e-tickets and keep your boarding passes.
- 2) The price, currency, name of passenger, date of purchase and travel should be clearly visible on the tickets/receipts, otherwise we will be unable to reimburse the costs.
- 3) 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).
- 4) Reimbursement of travel costs will only be done upon presentation of all (including return tickets) original tickets, receipt/invoices and boarding passes. This means that once home after the project, participants will be asked to send the originals of all return documents and boarding passes. Unfortunately without those receipts we will be unable to reimburse you for your travel.
- 5) Reimbursement will be done in the Belarusian currency or in £ Pounds, 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 British National Agency signed the grant agreement as stated on the official [European Commission web-site](#). For example, if the Grant agreement has been signed in January, but the projects has been conducted in April, the exchange rate for this project will be as for January.

!! NOTE: To make your reimbursement to the venue easier, we kindly ask you to fill the travel form as soon as the tickets bought.

Airport

Minsk International-2, ([Belarusian](#): Нацыянальны аэрапорт Мінск, [Russian](#): Национальный аэропорт Минск), former name *Minsk-2* (not to be confused with [Minsk-1 Airport](#) in Minsk down town), is the main [international airport](#) in [Belarus](#), located 42 km (26 mi) to the east of the capital [Minsk](#).

From Minsk International 2, you could get a bus or train that run into the centre of Minsk.

<http://airport.by/en/transport/regular-route-bus>

The organisers of the training will help to plan your travel form the airport to the project's venue as soon as you send them all your travel details.

Train and coach stations

The central [train](#) and [coach](#) stations in the city centre are located close to each other and directly near the underground (metro) station – Ploshcha Lenina.



Minsk Metro (underground)

The Minsk *metro* consists of just two lines, but a third line is planned.

<http://www.belarus.by/en/travel/transport-in-belarus/minsk-metro>

Metro is often the most convenient way to travel if one is there is a station close to the destination. The two lines meet at the Oktybarskaya and Kupalovskaya stations. The underground is closed during night.

None of the lines does split up, so it's easy really to travel by the Minsk metro.

Ticket price for the *metro* is always the same, no matter how far you go (5 500 BYR ATM, approx. 20 Euro cents or \$0.51). **Before you board a train** you have to **buy either a token or a card** and pass through the ticket barrier, which is fitted with token slots and scanning machines.

One token is designed for **one trip** of any length from the time you enter the metro and till you leave.

If you **transfer to another metro line** you do not have to pay extra.

All the **Minsk metro stations** are fitted with CCTV and the records are kept for at least 72 hours.

For security purposes the Minsk metro uses **metal detectors and scanners**. Stations with heavy passenger traffic have dedicated **personal examination areas** where security personnel can examine large bags of passengers.



Buses and trams

If you plan to go with the buses or trams the best thing is to get a recent city map with a public transport scheme or find it on the web-site - <http://minsktrans.by/city/#minsk/bus> Tickets are bought in advance at special ticket stands. Tickets are for one journey only, and should be stamped in yellow boxes in a bus; you'll see them in public transport. If necessary it's possible to buy tickets from the driver, but that is both inconvenient and more expensive than getting tickets in advance. Ticket controls are common.

Travelling to the venue

Regarding the travelling to the venue. When we have the information about your travelling and mean of transport you use, we will arrange your travel to the venue.

Money

The currency in Belarus is Belarusian ruble (BYR) and everywhere you need to pay using only Belarusian rubles. You will be able to exchange Euros and American Dollars (USD) in Belarusian banks and special kiosks. The rates can vary accordingly to banks. You will also be able to withdraw money from your Visa/Master card at local cash points.

Weather in September

The temperature in August-September will be around 15-18 °C during a day. But better check it once again before coming.

<https://www.accuweather.com/en/by/minsk/28580/september-weather/28580?monyr=9/1/2018>

Preparation

1) We kindly ask to bring information and materials about your organisation, i.e. photos and reports from former projects and further material, which will help to present the organisation to the other participants.

2) Furthermore, we kindly ask all participants to bring some national drinks, snacks, videos or games from their home countries, as a contribution to the intercultural evenings! It will not be possible to cook anything for the intercultural evenings so please bring the ready stuff.

Note: In order to make intercultural evenings more effective, please prepare an interesting video, quiz or other material about your country, tradition, etc.

3) Take with you your own towels and a swimming suits for sauna (it will be possible to order it additionally to the service).

Contact

For all questions and inquiries please contact:

Amber Initiatives - evsamberinitiatives@gmail.com

Subject: Training in Minsk

