



# solidarityphase

*How to cope with the inclusion  
of migrants in the time of COVID-19*

30

YOUTH WORKER

DAYS

COUNTRIES



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# InfoPack For Participants

Erasmus + KA1 Learning Mobility of Individuals  
SEMINAR

Ref. num. 2020-2-IT03-KA105-019528

**18<sup>TH</sup> – 22<sup>ND</sup> OCTOBER 2021**

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ITALY – LECCE



## WELCOME...

Here you can find some useful information that you need for your preparation and your stay in Italy. Read, print, save in your phone and bring with you this short guide!

## 1. ABOUT THE PROJECT

**SOLIDARITY PHASE** is a 4-day seminar involving 30 youth workers from 14 European countries. The seminar aims to respond to a need that arose in our organization during the phase of confinement, or rather of "social distancing", caused by the COVID-19 health emergency. The health emergency quickly turned into a social and economic emergency. As youth workers, we asked ourselves what our role should be in this context, how our work and our methodologies must adapt in order to respond to the needs of the target groups we work with and what measures can be taken to prevent or limit episodes of exclusion due to economic, social and cultural differences.

Being strongly convinced of the need for a continuous and constructive dialogue with other organizations and youth workers committed to the social inclusion of migrants, we believe it is appropriate to organize a transnational seminar to share practices, methodologies, tools and future projects. The seminar aims to analyze the social effects of Covid-19 in the various European regions, both those caused directly by the health emergency and those caused by the subsequent period of social distancing, and to promote and share good practices implemented by the organizations involved.

In particular, we want to underline two aspects that we believe are incisive and decisive for the development of interventions aimed at inclusion in the "post-lockdown" period:

- the massive use of the Internet and therefore the reduction of direct contact with the recipients of our interventions;
- the risk of increasing exclusion episodes caused by economic, social and cultural disparities.

**Starting, therefore, from the observation that our work has changed - in ways and times - and from our experiences, we feel the need to interact with other organizations and youth workers to outline new perspectives and action plans together!**



## SPECIFIC OBJECTIVES:

- Analyze the social effects of COVID-19 in the different European regions, considering both those caused by the sanitary emergency and the consequent lockdown;
- Promote and share the good practices already acted by the participating organizations at local level;
- Reinforce cooperation and networking in the sector of Youth, defining common and innovative practices to face the new challenges in the social animation;
- Increase competences of youth workers in the field of the inclusion of youth with migratory background,
- Define new tools and common projects to be developed in the future

## 2. THE SEMINAR

- **DATES:** will take place from **the 18th to the 22nd of October**, including the days of departures and arrivals.
- **LANGUAGE:** During the whole seminar, the working language will be **ENGLISH.**
- **PARTICIPANT COUNTRIES:** Italy, Sweden, France, Austria, the Republic of North Macedonia, Portugal, Belgium, Lithuania, Czech Republic, Lithuania, Malta, Greece, Germany, Portugal, Turkey, Bulgaria,
- **FACILITATOR:** **Fabiola Sica** is an Intercultural mediator, NFE trainer and project manager. Since 2005 she has been involved in socio-cultural projects and international volunteering, currently she is responsible for an international cooperation project between Italy, France and Cameroon. She has skills in intercultural and transnational training activities, leadership processes in teams, group dynamics, skills assessment, conflict management, monitoring and evaluation of groups in training, social animation and social inclusion.  
For more infos: <https://www.salto-youth.net/tools/toy/fabiola-sica.3765/>



- **YOUTHPASS** Every participant is individually entitled to receive a Youthpass Certificate, which confirms participation and validates the non-formal learning (NFL) experience of the seminar. Validating the learning experiences of participants is important in itself and the document can be of benefit in terms of the educational or employment future of the participant. Furthermore, Youthpass is to be considered as a process of becoming aware, reflecting on and documenting the learning within the different phases of the project. Specific sessions will be dedicated to the learning process. For more information on Youthpass, please consult the Youthpass guide and further relevant material presented at <https://www.youthpass.eu/en/>

### 3. TARGET GROUP

Solidarity phase is mainly aimed at **YOUTH WORKERS** or volunteers, interns, coordinators of the partner organization, social workers and representatives of public social services.

#### **PARTICIPANTS SELECTION:**

**Each partner organization will select n. 2 participants**, respecting the principles of transparency, inclusion, non-discrimination and taking into account the following criteria:

- experienced in working with migrants, refugees, asylum seekers and young people, especially with a migratory background,
- willingness to share good practices,
- skills and interest in the design and implementation of actions aimed at the social inclusion of migrants,
- ability to assume responsibilities and engage the organization in future joint projects,
- able to communicate in English (working language);
- over 18-year-old.



## 4. REGISTRATION

Each participant must fill in the **PARTICIPANT FORM** at the following link:  
<https://bit.ly/3ctG4Bz>

Deadline to submitting the applications is **28<sup>th</sup> of September 2021**.

## 5. PREPARATION

### Before the seminar:

- Each participant/organization is asked to look for a newspaper or magazine article about the migrants' conditions during the pandemic in his/her Country that will be used during the seminar for the exchanging of good practices
- During the project we will have a short session about your sending organizations, so you should know the profile of your organization and share with others which will serve as the base for future cooperation between other new partners that don't know each other yet.

### Bring with you:

- Some traditional snacks and drinks from your country;
- Comfortable clothes for moving indoor and outdoor (don't forget a waterproof case, October is usually good season in southern Italy, but sometimes it may rain...please check weather forecast);
- Comfortable shoes for walking (we might have some outdoor activities);
- Your toiletries (toothbrush, shampoo and those kind of things) ;
- Earplugs?! (Remember you will be sharing a room with more people ...)
- Materials from your organization (you can share materials with the group);
- some games or musical instruments if you wish for the evenings



## 6. TRAVEL INSTRUCTION



Lecce is a historic city of 95,766 inhabitants in southern Italy, the capital of the province of Lecce, the second province in the region by population, as well as one of the most important cities of Apulia.

Because of the rich Baroque architectural monuments found in the city, Lecce is commonly nicknamed "The Florence of the

South". The city also has a long traditional affinity with Greek culture going back to its foundation; the Messapians who founded the city are said to have been Cretans in Greek records

Our venue will be 9km away from the city center

Pick up from Lecce will be organized by TERZO MILLENNIO

**There are numerous ways to reach Lecce, so look which option is the most economic:**

- **Bari Airport 150km away** - Bari is the main city in Puglia, it lasts two hours by train from Lecce.
  - The airport "Bari Palese" <http://www.aeroportidipuglia.it/en/homepagebari> is easily connected with the city center and the central train station.
  - From the airport, you can take a train for the central station Bari C.le (Centrale).. Buy your roundtrip here: [www.ferrovienordbarese.it](http://www.ferrovienordbarese.it)  
It costs 5 €
  - From Bari C.le you change the building to Bari Train Station and take a train Bari-Lecce. You can check the trains timeline and prices here: [www.trenitalia.com/tcom-en](http://www.trenitalia.com/tcom-en)  
The cheapest price is 10 €.
- **Brindisi airport 35km away** - "Brindisi Papola – Casale" is the nearest airport to Lecce.
  - A bus service connects the airport to Lecce. In 40/45 minutes, it will bring you at the City Terminal, at the town edge of Lecce. The bus service is active every day from 5:40 to 23:50. You can check the bus timeline here: <http://www.aeroportidipuglia.it/bus-pugliairbus-1/-/cotrap/render>



- Upon arrival get your bus ticket in "Gelateria Sandrino" inside the airport terminal and ask where to get on the bus. Ticket costs 6.50eur, if you buy on board it's 8eur.

If there is no suitable bus or you miss the bus:

- take a public bus from in front of the terminal to Brindisi train station (*stazione treni*), buy the ticket
- from a caffè inside the terminal for 1€. If you buy it on board, it costs 1.50 €
- jump on a train Brindisi-Lecce, the ticket costs 2,90 €

- **Rome airports (both Ciampino and Fiumicino) 600km away** – Get on Terravision bus from airport to Termini train station. Buy roundtrip tickets in advance: [www.terravision.eu](http://www.terravision.eu)

Take a train Roma-Lecce. Buy your roundtrip ticket in advance: [www.trenitalia.com](http://www.trenitalia.com)

Or

take Flixbus Roma-Lecce. Buy your roundtrip ticket in advance: <https://global.flixbus.com/>

**The seminar activities will start on 18<sup>th</sup> so please, try to organize your travel in order to arrive in the morning/early afternoon!!**

We need to know your **arrival time** to organize the transfer to the venue of the activities. Please inform us what time you will arrive to Lecce, filling the participants form, on **28<sup>th</sup> September** the latest.





## 7. TRAVEL REIMBURSEMENT PROCEDURE

According to the rules of Erasmus + Programme and the budget that was financed, here is the maximum amount that each participant can use for the travel:

COUNTRY	Travel Reimbursement per participant (Euro)
Austria	€ 275.00
Belgium	€ 275.00
Bulgaria	€ 275.00
Czech Republic	€ 275.00
France	€ 275.00
Germany	€ 275.00
Greece	€ 180.00
Lithuania	€ 275.00
Macedonia	€ 180.00
Malta	€ 275.00
Portugal	€ 360.00
Sweden	€ 360.00
Turkey	€ 275.00

### Please NOTE:

Allocated budget for participants for the travel must cover: flights, bus, train and any other transportation means that you have to take to reach (and to leave of course!) the venue of the activities in Italy (LECCE) and back

**VISA COSTS** are reimbursed for a maximum of 60€

According to the restrictions of Erasmus+ Programme we can only refund travel cost, if following points are fulfilled:

- Your travel dates are according to the programme - **Arrival 18 October, Departure 22 October.**



- You travel between your country and ITALY max 2 days prior or after the seminar. Explanation can be for example cheaper travel costs.

In addition, in this case, the programme does not provide lodging and accommodation for the extra days, it will be the responsibility of the participants.

In case of longer stays or indirect travel (holiday, travel, etc) there is no chance of reimbursement

- You choose reasonable and economic means of transportation (e.g. cheap airlines, 2nd class trains)

## How to provide the needed justifying documents?

(Remember! If anything is missing from the list below, unfortunately we are not able to reimburse the costs)

- **Flight tickets** (economic class/low cost if possible) - all the following are needed:
  - ✓ **e-ticket** (you receive it by e-mail after you buy the flight);
  - ✓ **fiscal invoice** (ask your travel agency or check on the website where you buy the ticket how can you get a fiscal invoice). The invoice can be issued on the name of participant travelling, or on the name of the organization you represent OR proof of payment (signed and stamped): can be a receipt from where you buy the tickets, can be a payment order (if you pay by bank transfer) or can be a bank or an account statement (if you pay by internet banking);
  - ✓ **boarding pass** (you get it online and print it at home 24h-30h before the flight or directly in the airport);

In the exceptional case when the amount on your invoice is different that the amount charged, a personal declaration will be needed and only the amount charged is subject of reimbursement.

- **Train tickets** (make sure the date, the itinerary and the price are visible on the ticket, if you can get an invoice is even better);



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- **Bus tickets** (make sure the date, the itinerary and the price are visible on the ticket, if you can get an invoice, it is better);

Try to provide the documents above in English. If the documents are written in other languages, we require a signed declaration from you to explain the information provided in each document (in English).

Each Partner organization/participant will send the invoice in electronic format, by e-mail, with a scanned copy of all justifying documents and in original by standard mail to the following address within 2 weeks after the Mobility ends:

**Terzo Millennio – Laboratorio di Umana Solidarietà**

**Via Cavour n.27**

**73020 Castri di Lecce (LE)**

**Italy**

The originals have to be sent only after the written confirmation of the electronic version;

If all the justifying documents are provided, the Applicant will transfer the reimbursement to the bank of the Partner/Participant within 30 days from the moment the documents and the receipt are received;

The Partner is entitled to opt for a single reimbursement to its own participants at the end of the project in order to avoid transfer fees.



## 8. ACCOMMODATION

### Venue



The Seminar will take place in “Centro Le Sorgenti”, a residential hosting space for groups and association, managed by “Comunità Emmanuel” a Christian/Catholic oriented organization, committed to various sector of social intervention: <https://www.emmanuel.it/>

Le Sorgenti is an unusual center located in the outskirts of Lecce, 9 km from the city center, surrounded by nature.

Participant will be accommodated in double rooms *with a private bathroom*

### Food

The breakfast, lunch, dinner and coffee break will be provided at the hotel. The participants must inform us forward about their dietary (vegetarian, don't eat a pork etc.) or any specific needs.

## 9. SOME MORE INFOS...

**HEALTH MEDICAL ASSISTANCE:** Each participant must have health insurance. In any case, please remember health insurance as well as travel insurance is your responsibility. So don't forget to check & bring your insurance card with you! Through the European Health Insurance Card, UE citizens have the right to receive medical assistance in Italy from the public health sector. In case need of treatment in the public Emergency service, you will pay a tax of € 25,00 in the case of with code. On the contrary, serious cases are free of charge.

**ELECTRICAL PLUGS:** in Italy need two round prongs. You can find pictures of these power sockets here: <https://www.power-plugs-sockets.com/italy>



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**WEATHER** The average minimum temperature in Lecce in October is 14.0°C (57.2°F). The amount of rain in October is normal with an average of 71mm (2.8in). You can expect very pleasant temperatures during the day. The average maximum daytime temperature lies around 21.0°C (69.8°F).

So what to wear in October? Be prepared for changes in temperature throughout the day, and possible rain, so bring good walking shoes and rainwear! Also bring your shorts or a skirt because it can be very nice and warm.

**CURRENCY:** Official currency in Italy is Euro. ATMs are widely available, and credit cards are accepted in most hotels, restaurants and shops.

**EMERGENCY:** The European emergency number 112 is not the only emergency number in Italy. The national emergency numbers are: 113 - police; 115 - fire brigade; 118 - first aid

**COVID UPDATE:** Before your travel, please check the travel, health and safety information which are constantly updated on the following link: [www.italia.it/en/useful-info/covid-19-updates-information-for-tourists.html](http://www.italia.it/en/useful-info/covid-19-updates-information-for-tourists.html)

Also, you can find out the conditions of entry into Italy from your country with a couple of clicks at: [https://infocovid.viaggiaresecuri.it/index\\_en.html](https://infocovid.viaggiaresecuri.it/index_en.html)

## 10. CONTACTS

For more information, please contact with us:

**SPECIFIC PERSON:** Paola Cascione (Project Manager)

**Mail:** [projects@terzomillenniolab.org](mailto:projects@terzomillenniolab.org)

**Telephone and whatsapp number:** +39 328 4159 412

<https://www.terzomillenniolab.org/>

<https://www.facebook.com/terzomillennioaps>



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**Fill the Participant Form at the link below:**

<https://bit.ly/3ctG4Bz>

**Please make sure to read this Information Pack carefully before to start!**

In case you'll have any questions, suggestions, problems or proposals -  
please do not hesitate to contact us at any time.

We will respond as quickly as we can!

We wish you nice preparation; nice travel and we are looking forward  
to meeting you soon!