

## INFOKIT

<b>Key Action</b>	<b>KA3 – Youth Democracy</b>
<b>Title</b>	Structured Dialogue – dialogue with politicians
<b>Promoter</b>	Asociación Xuvenil Vrenza
<b>Dates</b>	22-26 August
<b>Venue</b>	Santiago de Compostela (Galicia – Spain)
<b>Accommodation</b>	<a href="#">Residencia CAMPUS VIDA</a>

## PARTNERSHIP

ENTITY	COUNTRY	YOUNG PEOPLE (18-30 YO)
Asociación Xuvenil Vrenza	Spain	4
Freguesia de Buarcos	Portugal	4
Gminny Kultury Olesnica	Poland	4
Centro Culturale Nikolaus	Italy	4
Mladejka Inicijativa Za Pavlikeni	Bulgaria	4
MUSA	Sweden	4
Koge Business College	Denmark	4
Society in Progress	Greece	4
Grad Krizevci	Croatia	4
Nautilus Search and Rescue Team	Cyprus	4
Solis Tuvak	Latvia	4

## APPLICATION FORM

Please enter the details of the final participants recruited by your organization by filling the electronic form

<https://forms.gle/nycwzPR7weijKxuf8>

## PARTICIPANTS AND YOUTH LEADERS

- Young participants must be aged from 18-30 years old (both included) and should be interested in the topic, aim to discover new cultures and get to know people from other parts of Europe.
- It is quite important that the youngsters can communicate in English and follow the activities.
- It would be interesting that they had good skills at social networks in order to disseminate their experience through Instagram or other social networks, upload pictures about our territory and their feelings.
- We welcome youth leaders, policy makers and politicians (under 30 years old) that are able to discuss with youngsters and other policy makers from Galicia.
- Young politicians in your territory are absolutely invited in this project, as a direct testimony of real participation

## PROFILE OF THE PARTICIPANTS

The profile of participants to be selected will respond to the following description:

- Young people involved in associative movements or interested in youth participation
- Young people who believe in European values of democracy, tolerance, social inclusion or active citizenship
- Young people with social skill, perspectives and desires to change politics and with ability to lead groups.
- Profiles of young people in which the project can have an impact on their lives, opening their minds and building bridges to other cultures.

IMPORTANT! All participants will receive a YOUTHPASS valid in the European Union that authorizes their participation. In case they do not participate in all the activities, this certificate will not be issued.

## ACCOMODATION

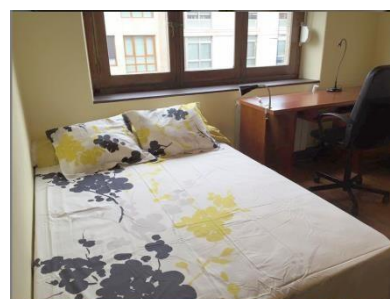
### UNIVERSITY RESIDENCE – CAMPUS VIDA

<http://rcampusvida.es/>

Avenida Rosalía de Castro,

+34 981 563 444

Participants will be hosted in a student dorm in the city centre of Santiago



The residence is used during the academic year by students and it is well located in the city centre of Santiago deCompostela. Participants will have free Wifi in the whole building.

Continental breakfast including coffee and juice plus toasts will be served every day. Dinner will be also served at the residence.

Due to the COVID19 situation and in order to be more cautious than ever, every delegation will be hosted in a private area, separated from other countries. Every delegation will have its own bathroom.

90% of the rooms are single rooms, only a few ones are double rooms. If there is any couple in the group, let us know in advance in order to put them in a king size bed with bathroom ensuite (if available)

## FLIGHT TICKETS

Participants are requested to search and buy their flight tickets to attend the activity. Below, you may find the approved travel costs per person and country. Remember we cannot reimburse you more than this amount.

The reimbursement will be done after collecting all original documents and during the activity. We will reimburse the participants in cash or bank transfer (as they wish). For the reimbursement we will need all the e-tickets including the booking numbers (send them as soon as you buy the tickets), your boarding pass as well as your invoices. All the expenses must be related to travel costs (not drink nor food on board)

### IMPORTANT ISSUE:

- We can only reimburse economical class tickets, forget about flying in business class
- We cannot reimburse taxi receipts unless it is cheaper than other public transportation
- We understand that hand luggage is enough for a 4 - night activity taken part in Summer, please do not add extra baggage.

COUNTRY	UNIT COST PER PERSON
Poland	360€
Italy	360€
Bulgaria	360€
Sweden	360€
Denmark	360€
Greece	360€
Croatia	360€
Cyprus	530€
Latvia	360€

If you want, we can ask our travel agency to find the flight tickets for your participants, however, prices will be higher than those found on the internet. Every agency charges a fee of 25€-40€ per flight ticket. Have this in mind if you prefer this option. You will have the final word about buying or not.

**PORTUGUESE DELEGATION** may take their own car and we will reimburse them 200€ round trip. Costs estimated via Michelin website from Figueira da Foz.

## TIPS TO FIND THE BEST ITINERARY TO ARRIVE TO SANTIAGO

\*Search from your nearest airport to Santiago (SCQ), if it is very expensive (very common), adjust your search to Madrid (MAD) or Barcelona (BCN)

\*From Madrid you may take another flight to Santiago or you can also travel by train (around 35€ and 5h.). Check how at [www.renfe.es](http://www.renfe.es)

\*Another chance is flying to Porto (OPO) in Portugal (250km far from Santiago). It is usually cheaper but getting to Santiago is not always easy.

Have in mind the arrival times listed in the next point.

Our advice is to use this opportunity to book some days in advance and maybe discover Madrid, Porto or Barcelona. It is not mandatory that your flights start the 22nd and finish the 26th.

### EXAMPLE:

#### RIGA – BARCELONA

FROM	TO	DATE	COST	DOCUMENT NEEDED
RIGA	BARCELONA	19 AUGUST	110€	Email receipt + boarding pass
BARCELONA	SANTIAGO	22 AUGUST	45€	Email receipt + boarding pass
SANTIAGO AIRPORT	SANTIAGO CITY CENTRE	22 AUGUST	3€	Receipt
SANTIAGO	PORTO	26 AUGUST	28€	Receipt
PORTO	RIA (VIA AMSTERDAM)	28 AUGUST	130€	Email receipt + boarding pass
<b>TOTAL</b>			<b>296€</b>	

Remember we will reimburse you up to the amount duly justified, in this case 296€

## ARRIVAL & DEPARTURE

ARRIVAL TIME - You may show at the accommodation not later than 21:00 of the 22nd of August.

DEPARTURE TIME – Check out must be done not later than 12:00am

## MAINTENANCE

- All the participants are going to have lunch and dinner together in the restaurants selected by the organization. We will provide food according to their needs: intolerances, allergies, vegetarians, religion... **PLEASE LET US KNOW THIS BEFORE.**
- Participants will be provided first course – second course & dessert plus water. **Other beverages can be ordered but must be purchased by the participants.**
- Coffee is not included in the menu (it might be in some restaurants).

## PARTICIPATION FEE

- **All participants are requested to pay a PARTICIPATION FEE of 80€** to guarantee the maximum comfort. With this fee we can guarantee hosting you all in the city centre of the town in a single room, providing you a complete health & travel insurance as well as the transfers from the airport to the hotel and viceversa.

**Moreover we will hire private buses to visit interesting locations around Galicia**

- The fee will be paid during the 1st or 2nd day of the project in EURO currency in case we bought your tickets or deduced from the bank transfer if you are buying the tickets  
If you prefer to make a bank transfer we will let you know the bank account details.

### WHY THIS PARTICIPATION FEE...?

- Organizing a youth exchange wouldn't be possible only with the support of the European Commission. The money given to implement projects in the Spanish territory is 34€ per day and per participant. Just the accommodation costs 22€/person/night. With the participation fee we are able to provide you a higher quality of the activities, accommodation and food. Moreover, the anti COVID19 measures increases the difficulty.

By registering the participants, we will understand that you agree with it.

## INSURANCE

- Every single participant in the project will be insured against the risks linked to the participation in the activities from the 22nd to the 26th of August. Participants will have a travel insurance including damage or loss of luggage, third part liability, accidents and serious illness or death (repatriation also). It is strongly recommended the participants to be in possession of a [European Health Insurance Card](#). It might speed up the assistance.
- Before departing we will send you the coverage, the policy number and all the phones to dial in case of emergency.
- Note that this insurance will not cover drug or alcohol intoxication.

## BOARDING PASS

It is extremely important that you KEEP ALL THE BOARDING PASSES from your trip to Santiago and back home.

We might get in trouble if some are missing. So PLEASE, KEEP THEM SAFELY.

## DEADLINE TO ENTER DATA OF THE PARTICIPANTS

- **20th of June – data of participants entered in the [application form](#)**

## DRESS CODE

All the visits to official institutions and other activities will be implemented in a non formal or informal context. No dressing up is necessary. Before the activity we will send you another pack with recommendations regarding the weather, the project and other optional activities to fully enjoy Santiago and Galicia.

During the visit to the Parliament of Galicia, no flip-flops are allowed.

## **EXTRAORDINARY HEALTHY MEASURES DUE TO COVID 19**

- On the arrival day, we will explain to you the covid19 regulations
- We will be providing hydrogels during the activities and will pay attention to hand washing
- Activities will be mainly organized outdoor
- Every delegation will sleep in separated areas and most of them in single rooms.
- Social distance of 1,50m will be highly promoted during the youth exchange