

Co-funded by the
Erasmus+ Programme
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PLATFORM **FOR** INCLUSION, CULTURE AND SPORT

ERASMUS PLUS SPORT – SMALL
COLLABORATIVE PARTNERSHIPS

10 - 11 March 2018
Bucharest, Romania

COORDINATOR

KRAP.



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PARTNER



АСОЦИАЦИЯ за РАЗВИТИЕ
на БЪЛГАРСКИЯ СПОРТ
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HAYAT BOYU OGBENIMI
**DESTEKLEME
DERNEGI**



LIBER
LA EDUCAȚIE
CULTURĂ ȘI SPORT



Hosting organisation - Asociația "Liber la Educație, Cultură și Sport", ROMANIA

Practical information

Pics - Platform for Inclusion, Culture and Sport 10 - 11 March 2018 in Bucharest (Romania)

The main objective of the project consists in promoting voluntary activities in sport, together with social inclusion, equal opportunities and awareness of the importance of health-enhancing physical activity through increased participation in, and equal access to, sport for all. PICS project aims to increase the knowledge and awareness of participants about the concept of sport as a tool to promote social inclusion, equal opportunities, and health-enhancing physical activity. In particular, the project aspires to achieve the following objectives:

- to increase the knowledge of participants about the concept of sport as a means to bring
- social developments;
- to encourage the exchange of good practices among the organizations involved;
- to raise awareness of the benefits of sport practice and physical activity;
- to teach participants how requalifying abandoned spaces;
- to improve the cooperation and partnership among organizations and institutions involved in the project.

The first event - a kick off meeting –

It will be the first encounter of the project and it will be essential for sharing all aims, for starting the preparation phase at the best, for improving the knowledge between partners and for having the entire vision behind the project for all partners.

The meeting, will provide participants the opportunity to discuss about the guidelines of the project and to set the proper expectations. Moreover, it will be useful to energize the group and enhance the cooperation about the actors involved, thus to be able then implement a successful project.

Participating organisations and the number of participants per each of them

- *Krap ASD*, ITALY - 4 participants)
- *Bulgarian Sports Development Association*, BULGARIA - 2 participants
- *Udruga Sport VIV*, CROATIA - 2 participants
- *Asociatia "Liber la Educatie, Cultura si Sport"*, ROMANIA - 2 participants
- *Hayat Boyu Öğrenimi Destekleme Derneği*, TURKEY - 2 participants

Participants profile

It will be essential that main members of organisation involved will participate in this meeting. Each partner will send its Project Manager and an assistant, for participating in the starting meeting of the project. In that way will be possible for all partners give their contribute and having all details of their role.

Obviously, Krap ASD will be the project leader, so, it will be important sending the main members of its staff (with specific competences for all areas of the project)

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for ensuring the better quality of the meeting.

All participants should fill in the [Registration Form](#) - at the latest 18th January 2018.

A. Travel

- According to the rules within the Programme “Erasmus+” we will reimburse the travel costs on the basis of the cheapest possibilities, e.g. second class railway tickets, APEX-flights etc., accompanied by the receipt of complete and original tickets, invoices, bills, receipts, boarding cards etc. upon a certain “contribution to the travel costs of participants, from their place of origin to the venue of the activity and return”. This contribution is “based on the travel distance per participant.
- Travel Costs will be reimbursed upon presented all original travel documents and invoices after completion of the activity. All participants will be reimbursed by bank transfer.

Checklist for Travel Reimbursements

1. Regular air tickets must be accompanied
 - By the original invoice (signed and stamped)/receipt/pay order/proof of payment
 - The boarding pass (the small ticket stub you receive before boarding the plane)
 - The prices stated in the invoices, receipts etc. must coincide with the price on the ticket.
2. E-Tickets
 - must be printed out and include your name, the exact fare you paid, details of your flight on the same page
 - be provided along with the credit card receipt for the payment or a copy of your bank statement (clearly showing the payment has been made) given in with the boarding pass (the small ticket stub you receive before boarding the plane)
3. Train/Bus tickets
 - It is important that that arrival and departure time, as well as the price are visible (+invoices if available).

B. Accommodation

The venue of the event is: **IBIS Hotel**

Address: **Calea Grivitei nr.143, sector 1, Bucharest**



- ❖ You will be hosted in double and single rooms depends on gender split.

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- ❖ Meals (dinner, breakfast and lunch) will be served on a menu depends on your special dietary requirements.
- ❖ Check-in hour: 2pm; Check-out hour: 13 pm.
- ❖ Meals start with dinner on 10th March and will finish with lunch on 11th March.
- ❖ Free WiFi will be provided for the participants.

❖ **How to get there?**

Depending on your arrival time in Bucharest, our team will plan the most convenient and cheapest transportation option from Bucharest Airport/Central Bus Station to the venue and back. Our team will discuss the travel arrangements with all participants in advance, so we can plan together your transportation to Bucharest.

C. Must know

- ❖ We suggest as every participant to have insurance for the full duration of the seminar.
- ❖ Participants to provide the documents for transport in original.
- ❖ Currency in Romania – Romanian Leu
- ❖ Every participant must attend the full duration of the activity

D. Bring with yourself

- ❖ Information materials of your organisation - flyers, posters, business cards, etc.
- ❖ The good mood! :)

E. Contacts&Communication

- ❖ Project Leader: Mr. Mircea Siclovan
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