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• **Visegrad Fund**

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• www.visegradfund.org



INFOLETTER

OPEN YOUR DOORS THROUGH OUTDOORS

Motto: „Have fun, and you will learn as you go. If you are not having fun, you are not doing the right thing. And if you are not learning as you go, you won't go too far. (Peter Senge)

4th August 2011 – 8th August 2011

Hungary

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WHAT

Open your doors through outdoors!

We are happy to inform you that with the support of the Visegrad Fund, Academy of Experience Association has a precious opportunity to organize an experiential learning based training for children coming from children homes and orphanages.

Background and general aim: Poverty and social exclusion is an instant problem in Europe. The less knowledge and social skill a person has, the more chance (s)he has to segregate from society in the long run, or even for an entire lifetime. Our aim is to provide a physically and emotionally safe learning environment where young people can develop their social skills: cooperation in a group, effective conflict resolution, personal goal setting and realizing them. The result is an improved self esteem, more creativity for individual and collective problem solving and persistence toward personal goals.

THEMES

The program includes a great amount of adventure education and learning through experience, such as **rock climbing, expedition into the wilderness, high rope and low activities, interactive outdoor and problem solving activities, dancing and singing.**

PARTICIPANTS & TEAM

Participants:

countries: Partner countries for this project are: Czech Republic, Hungary, Poland, Slovakia.

age range of children: **12-18 years**

We can have 5 participants / country. 20 participants altogether, 10 participants are coming from children homes or orphanages, and 10 participants with average family background.

language requirements: The program will be held mainly in English, a basic level of English knowledge is enough for participation.

Trainers: Trainers will be from Élményakadémia and from Outward Bound Romania.

COSTS

Élményakadémia covers the following costs:

- accommodation
- food
- the costs of the programme
- 100% of the travel costs of foreign participants, funded by the Visegrad Fund, according to the conditions described in the attachment.

For this we received grant from the Visegrad Fund.

Participants cover the following costs:

- Your own insurance
- Participants' contribution: 20 EUR

- **1 teacher with each group of children/country can come for free.**

We have a limited amount of scholarship available for those children/youngsters whos financial circumstances doesn't allow to pay the participation fee.

The procedure and the conditions of the reimbursement is described below in the attachment nr.1.

Please read it carefully and if you have questions, contact us in advance.

PRACTICALS

Dates

Arrival till	18:00	Wednesday 3rd August, 2011
The program starts	09:30	Thursday 4 th August, 2011
The program finishes	21:00	Monday 8 th August, 2011
Departure till:	12:00	Tuesday 9th August, 2011

Arrivals and departures

We are asking you to arrive on the date given above, to the accommodation of the exchange:



Galyatető – Fogadó a Táncoló Kecskékhez

Venue

The exchange will take place in Galyatető, Hungary.

In the accommodation there are 2-3-4 bed bedrooms with shower.

How to get there?

Arrange your trip to arrive on time at the arrival day!

Take a flight from your country till Budapest Ferihegy Airport.

Catch a bus till Kőbánya-Kispest (metro station) and go with the metro **BLUE** till Deák Ferenc tér!
ATTENTION! You have to buy ticket for the vehicles (price: 300 HUF). For each journey one ticket!

From Deák Ferenc tér You change metro line to the **RED** one and go till Stadionok station.

At Stadionok station go to the ticket officer at the bus station and ask a ticket to Galyatető! Watch out there are buses go there directly 3 times a day. Time schedule is: 8:15; 13:15; 16:45.

What to bring?

We are asking you to bring certain clothes for your physical safety, personal hygiene of yourself and the other members of the group.

Take care that you have enough clothes for 5 days of intensive movement. We will do a lot of exercises outside, also sit on the floor in the training room. Consider that we will move many times a day between the accommodation and the forest around. This time of the year the weather is unpredictable, it can be wind, rain or hot sunshine as well... There is no washing machine at the accommodation - of course you can hand wash. **Checklist:**

Towel

Water bottle, minimum 2 L

Warm clothes for outdoor & indoor activities and for after-movement times

Long sports trousers - for both boys and girls it is obligatory that your trousers are at least knee length, covering your knee, min. 2 pairs

T-shirts / tops for physical movement (girls: sports bra!)

Socks made of a material that is healthy and breathable.

Indoor shoes for physical activities: holds your feet, and allows maximum flexibility.

Backpack

Raincoat

Hut, scarf and gloves

Outdoor sports shoes, boots, that are holding your ankle and are waterproof!

Sleeping mat

Sleeping bag (We have a limited amount of sleeping bags and sleeping mats, that we can provide. Please let us know about if you need some.)

Some food and drinks from your country

Your own medicines

Documents

passport or other official identification, **bills and tickets described in the attachment**, insurance (described below)

Hungarians: TB card

APPLYING – SELECTION – CONFIRMATION

Participants: until 20th June 2011.

Send your filled in application form to Gigi to the following address: kriszta.gyongyosi@gmail.com

If you have any physical limitations, disease and/or use medicine we need to know about, indicate it on the application form. If you are a vegetarian, or have a special diet, let us know, indicating what you cannot or don't want to eat, and also what you CAN eat, so that we can arrange suitable food.

Do not buy tickets till you get a confirmation letter.

Until 28th of June you will receive the confirmation letter, if you can come. Then you will have 2 weeks to buy your ticket and confirm that you are coming. We will only take you serious, when you bought your ticket.

The ones not selected in the first round will be on the **waiting list** and as soon as there is an empty place, we will contact them.

Selection will be done according to the contents of your application forms, and the criteria given above taking into consideration the geographical, age and gender and social background-based balance of participants.

Note that by filling in and sending us your application form, you state that you have read, understood and accept the contents of this information letter.

We are looking forward to see you in Hungary!

Élményakadémia

website: www.elmenyakademia.hu

Attachment 1 // CONDITIONS OF REIMBURSEMENT

By law and the funding rules of the Youth in Action Programme we need to keep certain administrative procedures. We are asking for your support and cooperation in keeping these rules.

Please make sure that you read and understand the conditions and the procedure.

Conditions of reimbursement:

- Only if you participate in [the whole program](#) can you get the reimbursement.
- Save your original tickets and receipts, invoices and all related documents, because you can only get reimbursement for costs of which you can prove the amounts with original tickets and receipts. Only the amount written on the ticket will be reimbursed – that is, if you want your return ticket to be reimbursed, you have to give it to us. We cannot reimburse anything that you buy *after* the training.

ALL the following **ORIGINAL documents will be needed:**

- all your tickets and boarding passes
- invoices of buying your tickets described below
- passport or ID
- Official document from the bank or travel agency stating the exchange rate from your currency to Euro and/or HUF of the day you buy your ticket.

What is an invoice?

This is a document, signed and stamped by the seller.

It needs to be for the following address as buyer:

**Élményakadémia Közhasznú Egyesület
1082 Budapest
Leonardo Da Vinci str. 44/23.**

It must contain your name, the starting and finishing place and the date of the of the journey and the price of the ticket. Whatever official is your paper, **if these data are not on it, you can not get it reimbursed!!!** Use your name from your passport, no nicknames!

E-tickets:

An e-ticket is NOT an invoice! If necessary, call the airline/train company/etc., explain them the situation and ask them to give you a receipt/invoice with the data given above. If you buy tickets online, take care that you tick the box indicating that you want an invoice, and you fill in the address of Élményakadémia where the invoice has to be sent by the airline company.

Invoices of tickets that you buy in Hungary are called ÁFÁS SZÁMLA (this is how you ask for it)

Reimbursement will be in HUF**Reimbursement limits per country**

In the Visegrad Fund grant we will receive a certain amount of money for this purpose, which we are not allowed to exceed.

Amounts given are for return tickets between your place of living and Galyatető.

We reimburse public transport tickets and taxi costs from Budapest or from cities where you change transportation only if they fit into your limit and you bring the **invoices** of them as well.

country	Number of participants	Max. 100% travelcosts €
Czech Republic	5	60
Slovakia	5	50
Hungary	5	20
Poland	5	120

Reimbursement procedure for participants funded by the Youth in Action Programme:

We take the 100% of your travel costs between your hometown and Galyatető, only those costs of which you have the tickets and invoices. You can get the reimbursement in cash if all documents and invoices are present.