

Training for Camp Instructors - Towards Common Standard Setubal, Portugal 1st -7th September 2016

Info letter 2: Information for Participants.

The project is a part of YMCA Europe Programme Called “YMCA Camps in Europe”. It is funded mostly from the grant YMCA Setubal obtained from Erasmus+ and as such is administrated according to E+ regulations. This training event is the main activity of the project that lasts from May 31 to Nov 29. This period includes the preparatory and evaluation phases. Hereby we present you the practical information and requirements:

- **Venue :**

YMCA CAMP | Parque Ambiental do Alambre
Estrada Nacional 379-1 – 2925-318 Azeitão – PORTUGAL
Telephone: +351 212 183 103 | +351 93 62 97 899
Web: <http://www.en.alambre.ymcasetubal.org>

Accommodation: 4 – 6 bed cabins or tents.

Meals: All meals at the conference place.

Travel: On Sep 1 , arrival in Lisbon airport – the participants will be collected from a meeting point and transferred to the venue.

If you arrive in Portugal earlier, you will have to arrange your travel. The organizer will provide you travel directions. The conference starts with lunch at 14:00.

Beddings and towels: will be provided by the camp. You don't need a sleeping bag.

- **Registration**

- Online registration by **July 15**.

- **Registration fee**

EUR 30, - per person

The fee includes food, accommodation, transportation from/to Lisbon airport –conference place and programme cost.

- **Travel cost reimbursement**

- The cost will be reimbursed during the event in cash (EUR) after fulfilling the forms and providing original proofs (tickets, receipts, boarding passes).
- Return tickets must be purchased before the start of the journey
- Electronic plane (bus, train) tickets will be accepted together with the proof of payment or invoice from the travel agency (e-version is approved) and on presentation of the boarding pass for the outward journey.
- In case of paper tickets original proofs are required. The participants will be asked to post them after returning home, unless they provide other original proof e.g. receipt.
- According to Erasmus+ regulations you can come 2 days prior the vent for visiting the country. If you come earlier the travel coat will be not reimbursed.

- **Travel cost reimbursement is guaranteed to the partners of the Erasmus+ project**

Up to EUR 530 – Estonia, Finland, Lithuania

Up to EUR 360 – Macedonia, Poland, Romania, Sweden

Up to EUR 275 – Italy, The Netherlands,

Remark:

- Portugal - only participants who live more than 99 km from Setubal are entitled to travel cost reimbursement. The amount depends on distance.

- **Insurance**

All participants are obliged to take their travel insurance policies

- **Required information**

- Please provide us your travel details: arrival/ departure dates, time and flight numbers as soon as possible. Also please provide us the **price of your tickets** – it's to prepare reimbursement well.
- If you want us to book extra nights, we need the request by Aug 15. 2016. The price will depend on the number of people in a room.

For more information please contact

Programme and recruitment:

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Logistics:

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