

PLANNING FOR CHANGE: PROJECT PLANNING FOR CONFLICT TRANSFORMATION

TRAINING COURSE
KICHEVO, MACEDONIA
25 MAY - 02 JUNE 2013

PROJECT DESCRIPTION



DATE

Arrival: 25th May 2013, before 1 pm

Departure: 02nd June 2013, any time

VENUE

House of Arts (Куќа на Уметноста)
Kichevo, Macedonia

PROJECT SUMMARY

The project “Planning for Change: Project Planning in Conflict Transformation” will be organized for 30 youth workers from Youth in Action programme countries and partner countries from South East Europe (SEE).

The training aims to promote a conflict sensitive approach to project planning and implementation. Based on a detailed context analysis and a carefully elaborated project design, the participants will be encouraged to develop project ideas addressing local conflicts or European challenges by aiming parallel at the inclusion of young people in those processes of conflict transformation.

Therefore, conflict transformation and youth participation will be put in a common context to highlight the opportunity for young people to take an active role in transforming current social, political or cultural conflicts.

OBJECTIVES

- To enhance individual competences in conflict sensitive project development
- To foster the use of analytical methods in project planning, particularly in conflict settings
- To increase the involvement of young people in processes of conflict transformation
- To establish new international partnerships and cooperation dedicated to peace building

CONTENT

- Conflict transformation
- Conflict analysis
- Project management in conflict settings
- Youth participation

PROFILE OF PARTICIPANTS

The participants should have the following profile:

- Be involved as staff or volunteers in an NGO or civic initiatives on local, regional or international levels
- Work or volunteer in projects addressing societal conflicts
- Interested in project planning tools for peace-building measures
- Motivated and able to participate fully in the training course

CONDITIONS

As this training course will be implemented in the frame of the EU Youth in Action Programme, the accommodation and food supply for all participants will be covered. In addition, 70 % of the travel expenses will be reimbursed to the participants.

TRANSPORTATION, ACCOMMODATION AND FOOD

The training course will be held in Kichevo. In the hotel, two participants of the same sex and different nationalities will share one room. Towels and bed linen are provided by the hotel. There are toilets and bathrooms in the rooms.

The seminar room and dining room are located in the same building. Organizers will provide participants with three times food per day and two coffee breaks.

We strongly recommend participants to inform the organisers about any special needs of participants such as dietary, vegetarian or any other special need.

WEATHER

In May in Kichevo it is usually warm weather. Normally temperatures are around 15 - 25 C', but sometimes it can be colder or rainy, so please be prepared.

TRANSPORT DETAILS

Participants have several possibilities to arrive. Most common arrival point is Skopje international airport. Flights to Skopje are e.g. operated by Austrian airlines, JAT Airways, Croatian Airlines, and Turkish Airlines via Vienna, Belgrade, Zagreb, and Istanbul.

For participants arriving from Albania, Kosovo and Serbia we recommend to use bus connection to Skopje.

The organisers will arrange a bus transfer from Skopje to Kichevo and return. Therefore, please make sure you arrive in Skopje on May 25 2013 not later than 1pm cet.

! Please note that if some participants will stay longer than the project dates in Macedonia, the organizers will not provide them with transportation to the airport or bus and train station.

! Please note that in order to get your travel costs reimbursed you are not allowed arriving more than one day before and to departure more than one day after the training course.

TRAVEL REIMBURSEMENT

The organizers will reimburse **max. 70% of participants travel costs from their home city to Kichevo and from Kichevo back home.**

Reimbursement of your travel costs can only be done upon submitting the original tickets, invoices, boarding passes tags, etc. - or upon presenting the payment evidence along with the original ticket or e-ticket (with the boarding pass wherever applicable).

All the requested documents serve as supporting documentation for the Project Final Reporting and reimbursement.

Reimbursement will be done in EURO, based on the exchange rates given by the Executive Agency of the Youth in Action Programme, and the rules for reimbursement and reporting.

! The organizers will reimburse the travel costs via bank transfer to the sending organisation and the sending organisation is obliged to transfer the respective amounts to the participants they sent to the training course.

The transfer will be done after the training course upon receipt of all travel documents. If travel documents (including the boarding passes for flight tickets) are missing we cannot proceed with the reimbursement.

! Please note that travel between Skopje and Kichevo will be organised by the organisers, and that the costs for this trip has to be covered by the participants with 30% of the actual costs. The 30% will be deducted from the reimbursement for the international travel of the participants.

TRAVEL COSTS LIMITS BY COUNTRY

Please do not exceed your travel budget indicated below: The total sum refers to the travel costs of the national groups in total.

Promoter	Number of persons	From	To	Means of transport	Total costs (100%)
Udruzenje Siguran korak	3	Nish	Kichevo	Bus	300 EUR
First Children's Embassy in the World Megjashi	6	Skopje	Kichevo	Bus	180 EUR
European Intercultural Forum e. V.	4	Berlin	Kichevo	Plane, Bus	2000 EUR

Better Life in Kosovo	3	Prishtina	Kichevo	Bus	240 EUR
Young Effect Association	3	Magenta	Kichevo	Plane, Bus	1350 EUR
Gaziantep Genclik ve Kultur Dernegi	3	Gaziantep	Kichevo	Plane, Bus	1350 EUR
Miramida Centar - Regionalne razmjene mirovnih iskustava	4	Grožnjan-Grisignana	Kichevo	Plane, Bus	1400 EUR
Beyond Barriers Association	3	Tirana	Kichevo	Bus	240 EUR

PREPARATION BY PARTICIPANTS

All participants should be ready to present their organizations during the training course.

All participants should be ready to present their countries during the intercultural evening.

All participants should send their arrival and departure times and a **copy of the travel ticket** (only for flight tickets) until **April 15 2013** to the organizers. If you fail to send a copy of your travel ticket and travel information in time the organizers will replace you with participants from the waiting list.

DEADLINE FOR SENDING YOUR E-TICKET AND TRAVEL SCHEDULE

April 15 2013

CONTACT DETAILS FOR SUBMITTING YOUR TRAVEL DOCUMENTS

E-Mail: peace@childrensembassy.org.mk

COORDINATING ORGANISATIONS:

First Children's Embassy in the World MEGJASHI

Kosta Novakovic 22 a

1000 Skopje

Republic of Macedonia

Contact Person: Gordana Zmijanac

Phone: +389 75 451 397

E-Mail: peace@childrensembassy.org.mk

DAILY PROGRAMME

May 25		May 26	May 27	May 28	May 29	May 30	May 31	Jun 01	Jun 02
8:45-9:45	Arrival and check-in in the hotel	Breakfast	Breakfast	Breakfast	Breakfast	Breakfast	Breakfast	Breakfast	Breakfast
10:00-12:00		Team Building Exercise	Conflict Escalation and Dynamics	Conflict Transformation in Practice Let's design projects!	Conflict Transformation in Practice Context Analysis	Conflict Transformation in Practice: Conflict Sensitive Planning	Conflict Transformation in Practice: Assessing Risks	Conflict Transformation in Practice Monitoring Measures and Evaluation	
12:00-12:30		Coffee break	Coffee break	Coffee break	Coffee break	Coffee break	Coffee break	Coffee break	
12:30-14:00		Team Building Exercise	Conflict Escalation and Dynamics	Conflict Transformation in Practice Let's design projects!	Conflict Transformation in Practice Context Analysis	Conflict Transformation in Practice: Conflict Sensitive Planning	Conflict Transformation in Practice: Assessing Risks	Conflict Transformation in Practice Monitoring Measures and Evaluation	
14:00-15:30	Lunch	Lunch	Lunch	Lunch	Lunch	Lunch	Lunch	Lunch	Departure
15:30-17:00	Welcoming to Kichevo & Meeting each other	Conflict Transformation: An Introduction to Terminologies	Conflict Transformation: How to bring about change?	Conflict Transformation in Practice: Context Analysis	Meeting with a local NGO - Exchanging Experiences and Planning Tools Public Youth in Action Presentation	Conflict Transformation in Practice: Conflict Sensitive Planning	Conflict Transformation in Practice: Responding to Risks	Conflict Transformation in Practice: Project Presentation & Follow-up planning	
17:00-17:30	Coffee break	Coffee break	Coffee break	Coffee break		Coffee break	Coffee break	Coffee break	
17:30-19:00	Methodological Approach and Training Programme	Conflict Transformation: An Introduction to Terminologies	Conflict Transformation: How to bring about change?	Conflict Transformation in Practice: Context Analysis		Conflict Transformation in Practice: Conflict Sensitive Planning	Conflict Transformation in Practice: Responding to Risks	Evaluation	
19:00-19:30		Daily Reflection	Daily Reflection	Daily Reflection	Daily Reflection	Daily Reflection	Daily Reflection		
20:00 – 21:00	Dinner	Dinner	Dinner	Dinner	Traditional Dinner	Dinner	Dinner	Dinner	
21:30	Welcome Evening	Europe and its Diversity: An intercultural Experience	NGO Gallery	Free Space		Free Space	Free Space	Farewell party	