

LIFELONG LEARNING PROGRAMME GRUNDTVIG WORKSHOPS

Learner application form

Please send this application form duly completed and signed to:

August Bebel Institut

Müllerstr. 163,

D – 13353 Berlin (Germany)

Contact person: Manuela Bauche | E-mail: kontakt@august-bebel-institut.de

Phone: +49-(0)30-4692-121 /-122 | Fax: +49-(0)30-4692-124

www.august-bebel-institut.de

Deadline for sending the registration form: 15.01.2013

If your candidature to this Workshop is accepted, the Workshop Organiser will return to you a signed copy of this form.

I - Identification of the Workshop¹

Title of the Workshop	Understanding Marginalisation – Working for Inclusion. The Case of Berlin
Host institution	August Bebel Institut, Berlin / Germany
Dates of the Workshop	Sun 2. June – Mon 10. June 2013 (please note that the dates have slightly changed)

II - Identification of the candidate learner

II.1. Contact details

Title (Mr/Ms)		First name	
Family name			
Address			
Postcode		City	
Country			
Telephone 1		Telephone 2	
Mobile		Fax	
E-mail address			

II.1. Other information

Date of birth	
Nationality	
Occupation (if applicable). If retired / unemployed: what former job did you do?	
Special requirements for travels and/or during the stay (mobility, dietary, medical, etc...)	
Experience with former international activities	
Motivation to participate in this workshop	Max. 150 words
Languages spoken	
Languages understood	
Other information you would like to mention	

II.3 Other questions

What is or has been your <i>personal</i> experience with issues of social marginalisation and / or inclusion?	Max. 200 words
Do you have <i>professional</i> experience that is related to the topics of marginalisation and / or inclusion? If so, please let us know in which regards.	Max. 150 words
What do you expect from working and discussing these topics in our workshop?	Max. 150 words
How would you describe your personal living condition?	Max. 100 words
What is your level of education (schooling; if applicable: professional training or university)?	
Workshop participants will be asked to give a short input on examples of social marginalisation or inclusion in their country of residence (in English). They will be asked to prepare the input prior to the workshop. Will you need assistance (in terms of language or other) for this? If so, please let us know how we can help you.	
Please let us know if you will need to apply for a visa in order to travel to Berlin. This helps us to schedule our preparation for the workshop.	
Will you need assistance or special support <i>while planning</i> your trip to Berlin? If so, please let us know how we can help you.	
Will you need assistance or special support <i>during your stay</i> in Berlin (transport, special diet)? If so, please let us know how we can help you.	

CANDIDATE LEARNER

I confirm that I understand and intend to obey to the following principles and rules:

1. The Workshop Organiser will select candidates according to selection rules which have been approved by his/her Lifelong Learning / Grundtvig National Agency. These include rules on the minimum number of learners from a varied number of countries;
2. Candidates may be selected, rejected or registered on a reserve list;
3. The Workshop Organiser may consult the selected learners to organise their trips and accommodation;
4. By signing the present document, the candidate learner commits himself / herself to:
 - a) participate in only one Workshop throughout the EU within 3 years
 - b) if case of selection:
 - i. attend the Workshop
 - ii. comply with all arrangements negotiated for his/her participation and to do his/her best to make the Workshop a success
 - iii. fill in and sign a final evaluation form at the end of the Workshop and send a copy of it to the National Agency of his/her country¹.
 - c) in case of selection but non attendance: present evidence of force majeure,
 - d) in case of partial or non attendance and no presentation of evidence of force majeure, reimburse the Workshop Organiser of all costs incurred due to this non-attendance.

Your registration implies that you authorize the European Commission and the National Agency to make free use of the photographs, films and recordings bearing your image or voice in all type of publications, television broadcast or communications via the Internet for information or education purposes only. These photographs, films and sound recordings may be included and archived in the European Union's online database, accessible to the public free of charge online.

Date: Signature:

WORKSHOP ORGANISER

We confirm that the above mentioned candidate has been accepted to attend the following Workshop and will do our best to provide him/her with a successful experience, as described in our application form.

TITLE: Understanding Marginalisation – Working for Inclusion. The Case of Berlin

DATES: Sun 2nd – Mon 10th June 2013

LOCATION: August Bebel Institut, Müllerstr. 163, D - 13353 Berlin, Germany

Date: Signature²:

¹ Coordinates of all National Agencies: http://ec.europa.eu/education/lifelong-learning-programme/doc1208_en.htm

² And stamp of the organisation

Additional Information by the workshop organiser

Dear Candidate,

thank you for your interest in our workshop 'Understanding Marginalisation – Working for Inclusion. The Case of Berlin'. As the host of the workshop we would like to provide you with further information:

1. The workshop

Topic of the workshop

Title: Understanding Marginalisation – Working for Inclusion. The Case of Berlin

Dates: Sun 2nd June – Mon 10th June 2013

Language of workshop: English

Feel invited!

Our workshop invites people of all ages, social backgrounds, abilities and economic status who are interested in discussing why some people see themselves at the margins of society and in discussing means to overcome this situation.

Individuals who personally experience(d) discrimination, exclusion or marginalisation are particularly welcome to join our workshop. Also those individuals who benefited from empowerment policies and strategies and are willing to share their experiences with other participants.

Contents

Our workshop invites to exchange and discuss:

- personal experiences of marginalisation based on racism, sexism, ableism (discrimination of individuals with special bodily needs), homophobia, antiziganism and others
- knowledge on these forms of marginalisation in different countries of Europe
- strategies and policies that aim at countering these exclusions, for instance quotas
- negotiated agreements and cultural interventions of marginalized groups.

We will learn about cases of marginalisation and empowerment programmes both in workshop sessions and in trips in which we will meet representatives of marginalized communities and experts on empowerment policies.

The case studies we will look at are particularly relevant for the context of Berlin. However, participants will be asked to contribute to the workshop with inputs on cases of empowerment and marginalisation in their country of residence. On this basis, we will:

- discuss the differences and similarities in forms of exclusion
- discuss differences and similarities throughout Europe
- develop an awareness of our own individual position in society
- discuss how we can work for a European society committed to a positive perspective on diversity, to equality and inclusion.

Accommodation, transport & catering

Participants will be accommodated in single rooms in a hotel in the centre of Berlin. Breakfast will be served at the hotel, lunch will be provided at the workshop location. For dinner participants will be given a flat rate to organize their own meal in the city.

Workshop days will start at the August Bebel Institut. On some afternoons, meetings in different parts of Berlin are organised. Transport will be by public transport. In case you

needed special means of transport and other facilities, please specify in your application. We will be happy to provide you with appropriate facilities.

We are looking forward to working with you!

2. Application procedure

Closing date for all applications is **January 15th 2013**. Please make sure the form is completely filled in and signed before returning it. As we need your signature for the application procedure, please return the signed form by mail, fax or as pdf or jpg document attached to an email.

On February 3rd we will inform you about the outcome of your application (acceptance, refusal or position on our waiting list).

3. Confirmation of participation

In case you have been admitted to the workshop, we will ask you to confirm that you will definitely participate in the workshop. In return, we will send you our confirmation that you have been accepted to our workshop by post.

4. Travel arrangements

Costs for your journey, room and board will be covered by us / by GRUNDTVIG. In case your application is accepted, we will ask you to book your journey to Berlin yourself and - if necessary – to apply for a visa in time. The notification you will receive in case of acceptance will include information on the maximum of travel expenses covered by us / by GRUNDTVIG. We will reimburse you for your expenses at the beginning of the workshop in Berlin. Therefore, please keep the receipts of all your travel expenses carefully! You are free to travel either by plane or by train.

In case you needed assistance or support with booking your journey, please inform us as early as possible, preferably in this application form. We are pleased to help you.

5. Barrier-free accomodation & catering

You will be accomodated at „Hotel Grenzfall“ in the centre of Berlin (www.hotel-grenzfall.de). The hotel is barrier-free. Please let us know if you need **special assistance** or a **special diet** during your stay in Berlin.

6. Preparation of workshop: participants' input

The notification you will receive in case of acceptance will also include information on how you should prepare for the workshop. Amongst others, we will ask you to prepare a short input (in English) on examples of social marginalisation or inclusion in your country of residence. If you need assistance while preparing it (for instance in terms of language), we will try to provide you with support by a trainer at your place of residence. In case you needed assistance, please mark accordingly in the application form.

7. Please note that

- unfortunatley, you are not entitled to participate in the workshop if you already participated in a GRUNDTVIG-Workshop in the past three years;
- GRUNDTVIG covers the costs for your journey to Berlin only for the purpose of the participation in the workshop. While booking the journey please make sure that your stay in Berlin does not considerably exceed the duration of the workshop.

We are looking forward to meeting you!
The August Bebel Institut