



Inspired leaders for empowered organizations and community growth

Project number: 2025-1-ES01-KA210-ADU-000366069

# **INCLUDE Learning Programme**

## **PARTICIPANTS SELECTION METHODOLOGY**

Project implemented by:



## General Provisions

This methodology defines the framework and criteria for selecting adult participants for the INCLUDE Learning Programme, organised within the **INCLUDE – INspired LeADers for Empowered organisations and CommUnity growth** project, number 2025-1-ES01-KA210-ADU-000366069, co-funded by the European Union through the Erasmus+ Programme, Action Type KA210-ADU - Small-scale partnerships in adult education.

The project is implemented by [Asociación Lar de Artemis](#) (Spain) and [CONCORDIA Academia](#) (Romania) and runs from 30 December 2025 to 29 December 2026.

## Objective

The objective of this methodology is to ensure a transparent, fair, and objective selection process based on each applicant's motivation, professional background, organisational commitment, and the added value they bring to their organisation and to the wider programme.

## Participant Profile

To participate in the INCLUDE Learning Programme, applicants must meet the following criteria:

### Professional Background

Applicants must be practitioners working directly with vulnerable populations in the socio-educational field, including but not limited to:

- Youth at risk of social exclusion
- Refugees, migrants, and displaced individuals facing integration challenges
- Ethnic minorities and Roma communities
- Minors under judicial measures
- Victims of abuse and human trafficking
- Students at risk of school dropout
- People with disabilities requiring inclusive education or social support
- Care leavers and institutionalized children and youth
- Individuals receiving palliative care and in need of emotional and social assistance

## Country-Specific Requirements

*Spain:* Eligible participants include professionals supporting marginalized youth and adults, such as social workers, vocational school counselors, coordinators of day and residential centers, association directors, psychologists, and teachers working in the socio-educational sector.

*Romania:* Eligible participants include professionals assisting refugees, migrants, vulnerable children and youth, people with disabilities, and individuals in palliative care, in roles such as social workers, educators, youth workers, counselors, therapists, school counselors, teachers, day care center coordinators, and caregivers.

## English Proficiency

Applicants must have a minimum B2 level of conversational English to engage effectively in training, collaborative exercises, and cross-national discussions during the Bootcamp and Hackathon.

## Organisational Endorsement and Implementation Support

Applicants must:

- Be nominated by their organisation as an official representative.
- Have the endorsement and active support of their organisation to test and implement project ideas and Diversity & Inclusion (D&I) Action Plans developed during the programme.

## Inclusive Selection

Priority will be given to practitioners who face significant barriers to accessing professional development opportunities, including:

- Economic obstacles limiting access to training
- Employment in small, rural, or underrepresented organisations
- Ethnicity, language barriers, or disabilities that restrict access to such programmes
- Service delivery to highly vulnerable populations such as refugees, undocumented migrants, Roma communities, and persons with severe disabilities

Additionally, priority will be given to certified trainers and educators, as they will be encouraged to conduct knowledge-sharing and multiplier sessions within their organisations following the programme.

## Program Overview

### Stage 1: Bootcamp on Self-Care and Inclusion

Dates: **13-16 July 2026** (4 days)

Location: **Lugo, Spain** (hosted by Asociación Lar de Artemis)

This intensive 4-day Bootcamp brings together **18 practitioners from Romania and Spain** in a nature-focused environment, combining non-formal methods with experiential approaches such as role-playing, case analysis, group reflection, peer learning, and outdoor activities.

The topics covered include:

- **Understanding Inclusion** – exploring barriers, stereotypes, and the effects of exclusion and inclusion, with a review of EU policies and guidelines such as Erasmus+ and the ECS Inclusion and Diversity Strategy.
- **Dimensions of Diversity** – examining how to incorporate diversity into all organisational processes.
- **Understanding Trauma and Mental Health** – with a focus on war trauma, forced displacement, and professional burnout.

- **Resilience and Self-Care Practices** – supporting practitioners in the social field through caring communities, conflict mediation, and non-violent communication.
- **A Day on the Camino** – exploring resilience and collaboration through experiential learning.

By the end of the Bootcamp, each participating organisation will have developed a **Diversity and Inclusion (D&I) Action Plan** as a concrete framework for implementing change within their organisation.

### **Stage 2: Team Coaching Programme**

Format: Organisational-level coaching sessions (virtual and/or in-person)

Period: Between the Bootcamp and Hackathon (July-September 2026)

The Team Coaching Programme is an intermediate stage designed to extend the impact of the Bootcamp beyond the individual representative and into the wider organisational team. While the Bootcamp and Hackathon engage one representative per organisation, the coaching programme reaches **3-4 additional team members** from each participating organisation.

During this stage, organisations work with dedicated coaches to:

- Review and refine the D&I Action Plan developed during the Bootcamp.
- Engage the broader team in understanding and adopting inclusion and diversity practices.
- Identify concrete project ideas suitable for the Hackathon, tailored to the organisation's most urgent needs.
- Strengthen the organisation's internal capacity to integrate inclusive practices into its programmes and daily operations.

Progress is monitored through ongoing coaching sessions, which track the development and implementation of Action Plans, assess organisational changes, and provide strategic guidance to ensure sustainable impact. Organisations that successfully draft and begin implementing their D&I Action Plan and develop a project idea during this stage will be invited to participate in the Hackathon.

### **Stage 3: Innovate for Inclusion – Hackathon for Sustainable Communities**

Dates: 28-29 September 2026 (2 intensive working days)

Location: Romania (hosted by CONCORDIA ACADEMIA)

Building on the Bootcamp and Coaching experience, the Hackathon is a collaborative space where practitioners apply their accumulated knowledge and skills to design concrete project proposals focused on diversity, inclusion, and community resilience. The event takes place over two intensive working days and features an interactive, dynamic environment with hands-on activities, creative problem-solving exercises, and collaborative games.

Key elements of the Hackathon include:

- **Expert contributions** – invited specialists and trainers will share insights and feedback, either in person or remotely.
- **Thematic focus** – sessions will cover inclusion, diversity, and resilience, building on lessons from Action Plan implementation, as well as best practice exchanges from participants and external specialists.
- **Innovative methodologies** – trainers will introduce tools to enhance creativity and out-of-the-box thinking, enabling participants to incorporate these approaches into their programmes and work with target groups.
- **Pitch event** – the Hackathon concludes with a final pitch session where teams present their innovative project ideas, aimed at fostering inclusive spaces and strengthening resilience, to a panel of evaluators.

### **Benefits for Participants:**

- Gain practical knowledge and tools for promoting inclusion, diversity, resilience, and mental well-being in professional practice.
- Collaborate with like-minded professionals from Spain and Romania.
- Develop a Diversity & Inclusion Action Plan for implementation within your organisation.
- Receive team coaching support for refining and implementing your project ideas.
- Access ongoing mentorship and monitoring to support implementation and track organisational change.
- Network and connect with potential transnational partners for future collaboration.
- Explore EU funding opportunities and develop project proposals suitable for Erasmus+ submission.

### **Organization and Selection Process**

The selection process for the Bootcamp begins **no later than 45 days before the activity takes place**. The Selection Call, including this Participants' Selection Methodology, will be published on each partner organisation's website and social media channels:

- **Asociación Lar de Artemis** – [www.lardeartemis.org](http://www.lardeartemis.org)
- **CONCORDIA ACADEMIA** – [concordia-academia.ro](http://concordia-academia.ro)

Each partner organisation is responsible for independently selecting its own participants through an open call, in accordance with Erasmus+ inclusion and diversity principles.

### **Selection principles:**

- A transparent process that fully respects the principles of non-discrimination, gender equality, and equal opportunities.
- No distinctions, exclusions, restrictions, or preferences will be made based on race, nationality, ethnicity, language, religion, personal beliefs and values, gender, sexual orientation, age, disability, chronic condition, disadvantaged social status, or any other criteria intended to restrict or eliminate equal access to the programme.

- The selection will be conducted by a team of 2 members from each partner organisation.

### **Participant Preparation**

Once the selection process is completed, the participant preparation phase will begin. This phase includes:

- Signing of Learning Agreements (by the participant and their organisation's legal representative) and presentation of the programme agenda.
- Language preparation, if applicable.
- Cultural preparation - participants are encouraged to research the culture of the host country and prepare to represent their own (e.g., materials, presentations, cultural products).
- Reflection sessions on responsible consumption, carbon footprint reduction, and environmentally friendly behaviour.
- Signing of General Data Protection Regulation (GDPR) agreements.
- Logistical preparation (travel and accommodation arrangements).

### **Participant Expense Conditions**

The costs related to the INCLUDE Learning Programme will be covered within the project budget, co-funded by the European Union through the Erasmus+ Programme (project no. 2025-1-ES01-KA210-ADU-000366069), as follows:

**Travel:** Transportation costs will be reimbursed up to a maximum of **350 EUR per participant**. Any travel expenses exceeding this amount represent the personal contribution of the participant or their organisation.

**Accommodation, meals, training and coaching fees:** All costs related to accommodation, food, and participation in learning activities (Bootcamp, Coaching and Hackathon) will be fully covered from the project budget. No financial contribution is required from participants or their organisations for these categories.

Participants are advised to keep all original travel documents and tickets, as these will be required for reimbursement processing.

### **Additional Participant Requirements:**

- After completing the AMPLIFY Learning Program, the ability to demonstrate the application of acquired knowledge and practices in their professional work and implement developed action plans in their organizations / applying to Erasmus calls with the developed project proposals.

### **Application Submission Procedure**

To apply, candidates must:

1. Complete the online registration form (published on the partner's website).
2. Submit a **CV (curriculum vitae)** in English.
3. Submit a **motivational video** (maximum 2 minutes) outlining: reasons for participating; how the knowledge and skills gained will benefit their organisation;

and a preliminary problem they want to address or a project idea detailing how they intend to apply their learnings.

### **Application Evaluation Procedure**

Applications will be evaluated by a 2-member selection team designated by each partner organisation. Evaluation will be based on:

- Alignment of the applicant's professional profile with the target group criteria
- Quality and specificity of the motivational letter
- Organisational endorsement and demonstrated support for implementation
- Priority criteria (as described under the Inclusive Selection section above)

### **Result Announcement and Contracting Procedure**

Selected candidates will be notified within approximately **10 working days** after the end of the selection period. Partner organisations reserve the right to apply additional criteria if necessary, strictly related to the professional compatibility of the candidate with the programme requirements.

Prior to the programme, all selected participants must sign the following documents:

- Learning Agreement (signed by the participant and the legal representative of their organisation)
- GDPR Agreement
- Certificates of Attendance (Erasmus+ standard template), to be signed upon completion of each activity

### **Additional Participant Commitments**

Following completion of the INCLUDE Learning Programme, participants are expected to:

- Demonstrate the application of acquired knowledge and skills in their professional work.
- Implement the D&I Action Plan developed during the Bootcamp within their organisation.
- Participants will be encouraged to conduct knowledge-sharing and multiplier sessions within their organisations following the programme.
- Where applicable, submit a project proposal for Erasmus+ funding based on the project idea developed during the Hackathon.

### **Project disclaimer**

**INCLUDE – INspired LeaDers for Empowered organisations and CommUnity growth**, project no. **2025-1-ES01-KA210-ADU-000366069** is implemented by Asociación Lar de Artemis (Spain) and CONCORDIA Academia (Romania) and is **co-funded by the European Union**. Views and opinions expressed are however those of the author(s) only and do not necessarily reflect those of the European Union or the SEPIE. Neither the European Union nor the SEPIE can be held responsible for them.