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Erasmus+  
KA2 Cooperation Partnership

# EMPOWERING YOUTH THROUGH SPORTS



DRIVING SOCIAL CHANGE IN COMMUNITIES



KICK-OFF  
MEETING  
INFOPACK

LEIPZIG, GERMANY  
13TH - 16TH DECEMBER 2024



# ACCOMMODATION

**Hotel:** B&B Hotel Leipzig-City  
**Address:** Nikolaistraße 34, 04109 Leipzig, Germany  
**Check-in:** 13th December (from 15:00)  
**Check-out:** 16th December (by 12:00)

## Amenities:

- Free high-speed Wi-Fi: Available throughout the property.
- Sky TV: Satellite channels in each room.
- Room Facilities: Private bathrooms with showers, hairdryers, and towels. Rooms also feature heating, air conditioning, and soundproofing.
- Daily Cleaning: Rooms are cleaned daily for a comfortable stay.
- Parking: Paid parking options nearby, such as Oelßner's Hof parking garage (150m away).
- Accessibility: Fully accessible for guests with mobility needs.
- Pet-Friendly: Pets are welcome with a small surcharge, subject to guidelines.
- Vending Machines: Snacks and drinks available on-site

**Contact:** +49 341 12345678



# Purpose of the Meeting

This Kick-Off Meeting is organized to:

1. Discuss and finalize the **project implementation and coordination structure**.
2. Define and establish **project goals and objectives**.
3. Develop a **comprehensive action plan** for all partners.
4. Foster networking, collaboration, and knowledge sharing among partners.
5. Visit relevant organizations and participate in cultural activities.



# Provisional Agenda

- 13th December: Informal getting to know each- others and exploring Leipzig

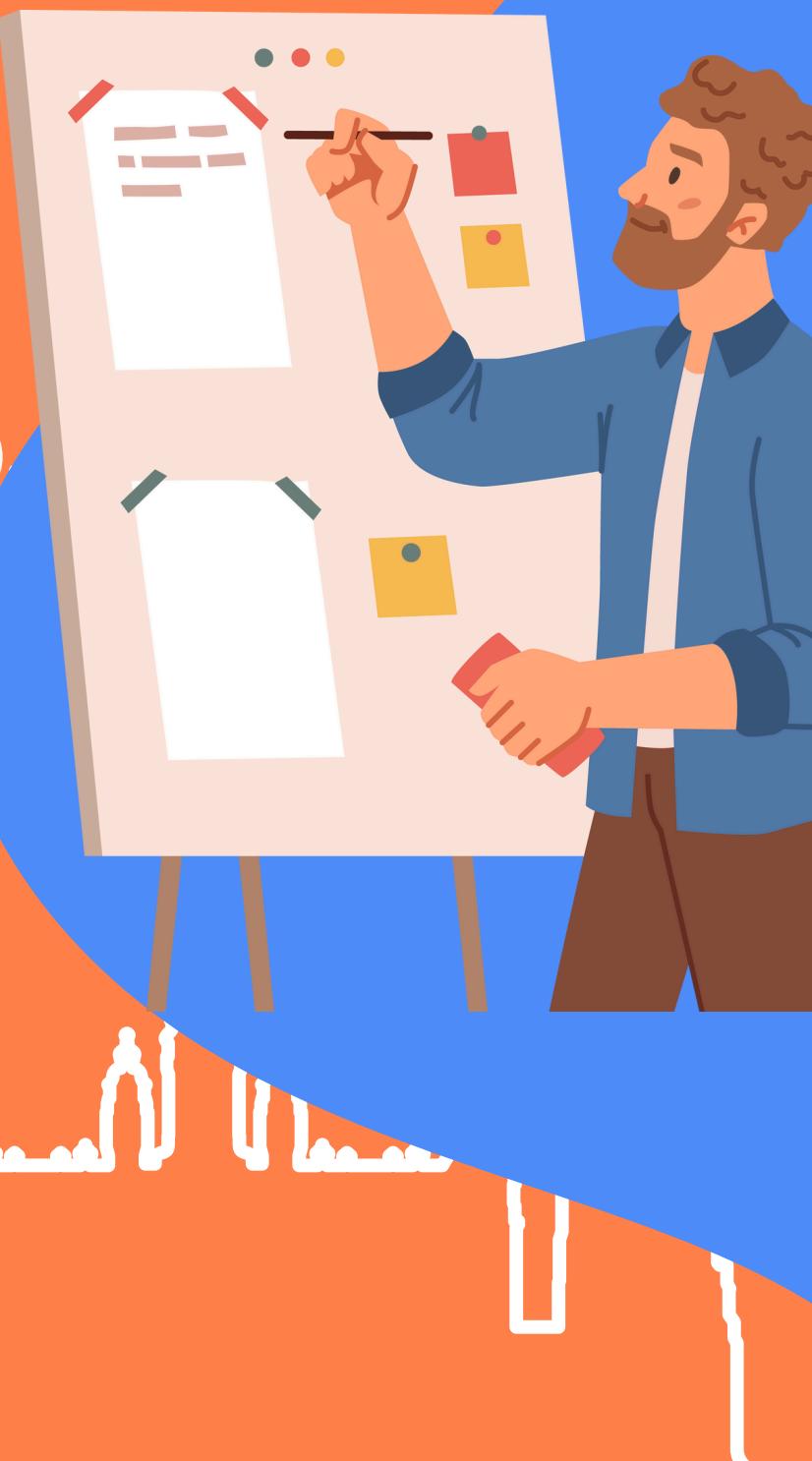
- 14th December: Visit of Haus Sehlis;

**Welcome session, partner presentations, and time for getting to know each-others**

- 15th December: Action plan development and football match (Leipzig vs. Frankfurt)

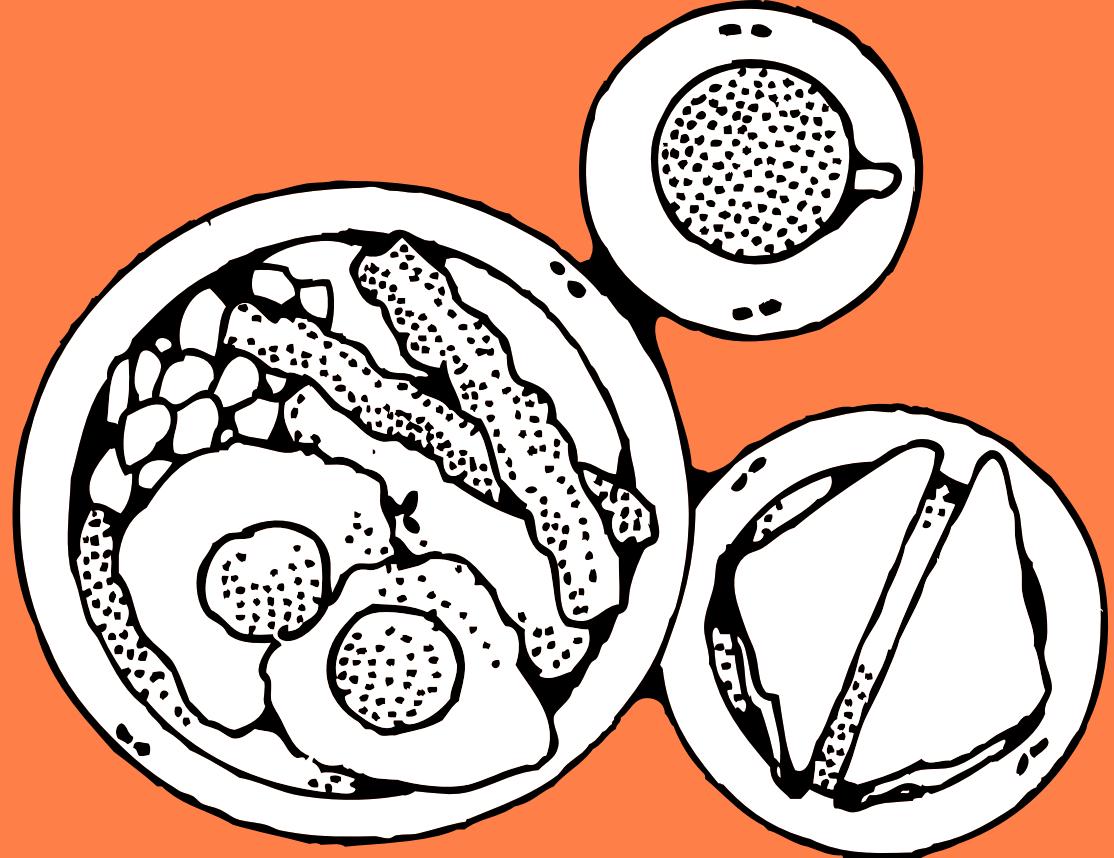
- 16th December: Facility visits, final feedback, and farewells.

A detailed agenda will be shared prior to the meeting.



# Meals and Costs

- **Breakfast:** Available at the hotel (optional).
- **Lunch:** Covered by the project budget
- **Dinner:** Provided at local restaurants or venues (organized by Lucky Punch)
- **Additional Expenses:** Any personal expenses outside the official program will not be reimbursed.



# Reimbursements

- Participants will get their travel costs reimbursed as per the partners agreements.

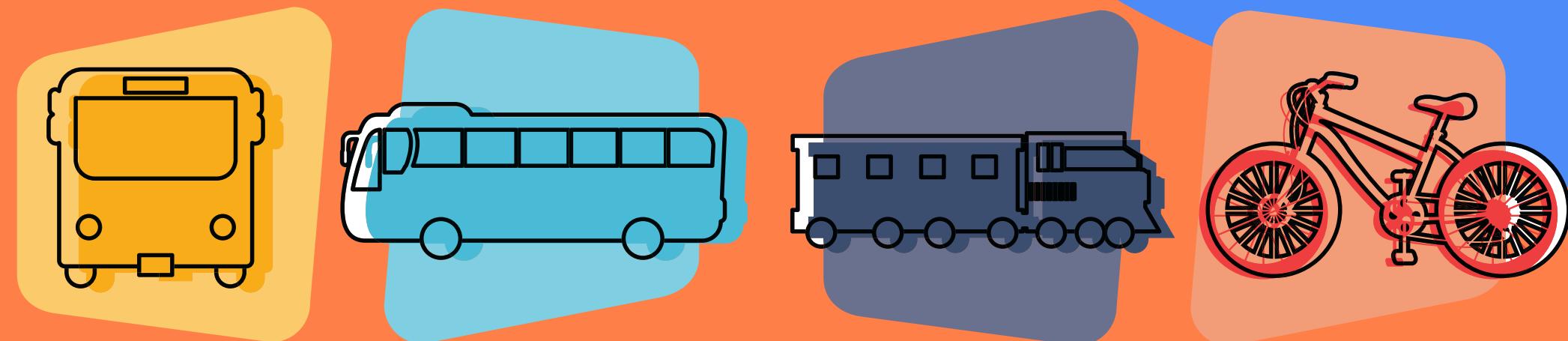
## Requirements:

- Keep the original travel documents (boarding passes, tickets, invoices).
- Submit reimbursement forms and proof of payment to the project coordinator.



# Transportation

- **Nearest Airport:** Leipzig/Halle Airport (LEJ) – 25 minutes to the hotel by taxi or public transport.
- **By Train:** Leipzig Hauptbahnhof is a 5-minute walk from the hotel.
- **Local Travel:** Public transport (tram, bus) or walking for short distances.



# Key Local Highlights

- **Leipzig Christmas Market:** Explore one of Europe's oldest and largest Christmas markets.
- **St. Thomas Church:** Renowned for its connection to Johann Sebastian Bach.
- **Museum of Fine Arts:** A hub for cultural enthusiasts.
- **Cultural Sites:** Local art galleries, historic buildings, and Leipzig Zoo.



# What to Bring

- Comfortable and warm clothing (average December temperature: 0°C - 5°C).
- Reusable water bottles and eco-friendly items to align with Erasmus+ sustainability goals.
- Presentation materials if you are representing your organization.

# Health and Safety

- **Virus Precautions:** Masks, hand sanitizer, and social distancing will be observed if applicable.

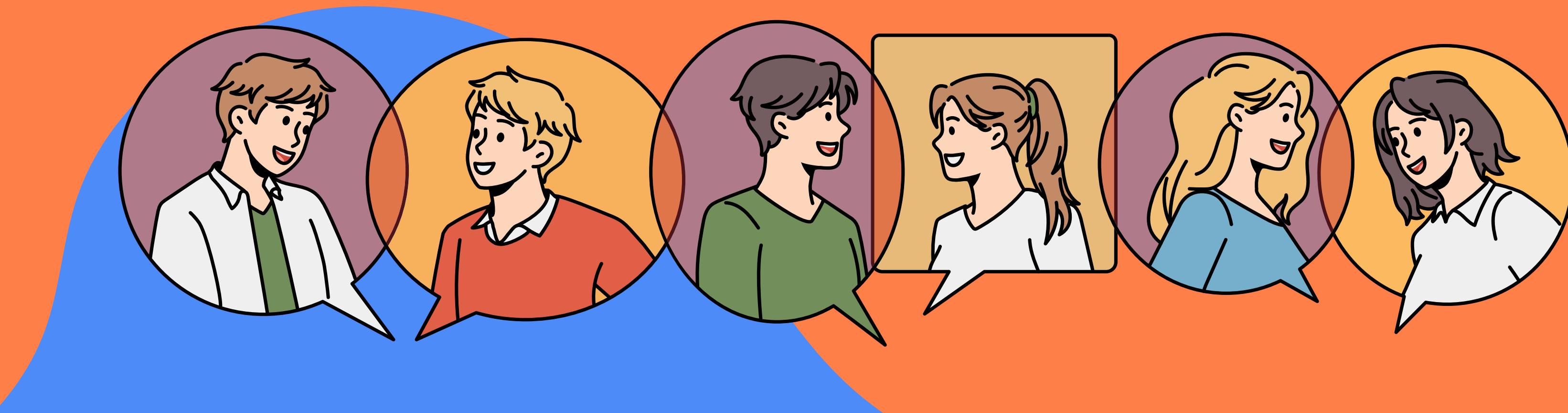
## Emergency Numbers:

- General emergency: 112
- Police: 110
- Non-urgent medical help: +49 341 1234567



# Communication and Dissemination

- Photos and videos from the meeting will be shared on project social media channels.
- Use official project hashtags and the Erasmus+ logo for any dissemination activities.
- Partners are encouraged to share updates on their respective platforms.



# Contact Details

**Event Coordinator:**

NAME AND SURNAME:

Florian Thieme

EMAIL:

[florian.thieme@lucky-punch-jugendhilfe.de](mailto:florian.thieme@lucky-punch-jugendhilfe.de)

CALL AND TEXTS

0176 /70928282

For more information on the project or the meeting, please get in touch.

