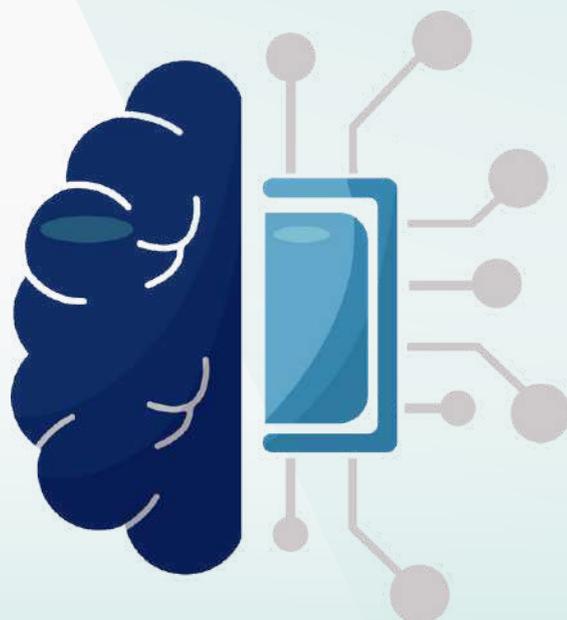


PROFESSIONAL  
DEVELOPMENT ACTIVITY



# NEXTGEN DIGITAL YOUTH WORKERS: MANUAL

2024



Funded by  
the European Union

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# INTRODUCTION

## About project

Every day, Youth people and Youth workers have to confront with new challenges, that are constantly changing and growing, requiring NGO to embrace innovation and new digital technology.

Recognizing the integral role that digital tools play in the lives of young people today, our project seeks to harness these technologies to foster deeper connections and engagement.

Despite the advancements in digital platforms, research indicates a notable gap in the confidence of youth workers, to employ these tools effectively. For this reason, the goal of our project was to bridge this gap, equipping youth workers with the skills and knowledge necessary to navigate the digital landscape confidently.

During our 7 days of Training Course, 33 youth workers from 6 different Countries learned how to implement multiple innovative digital methods in their work with youth, equipping them with versatile skills and knowledge, enabling them to adapt to the evolving digital landscape and effectively engage with and empower young people.



In selecting our participants, we adopted an inclusive approach, welcoming a mixed age group of both experienced and newer youth workers who exhibit a strong enthusiasm for exploring digital tools and broadening their expertise in this domain. More experienced participants were suggested and accepted enthusiastically to take the lead in some of the sessions, actively sharing their experience, competence and good-practise with the newer member, contributing in creating a constructive environment where everyone felt included and active participant.

#### PROJECT OBJECTIVE:

- Allow youth workers to feel more confident in using technology at work, getting better at doing tasks using digital tools and improving technology related problem-solving.
- Learning more about different online platforms and tools that help to feel more close and motivated when working with a remote team. Including project management tools, to better check state of the art of projects and improve planning skills to better organize time and remote tasks.
- Better Understanding of positive ways in using digital tools for youth work. Trying new and creative methods to connect with young people and creating interesting materials to teach and share their activities, both with people near and far. Thinking more innovatively about their work will allow NGO to offer more and varied learning activities, different from formal education.
- Using Youth Pass as a self-reflection and self-assessment methods, other than a tool to show what they have learned and make their resumes look better.
- Discover and learn how AI can be used as new tools to improve their jobs. Reducing time and making their methods better and more creative.

To achieve those results, we decide to combine seminars, handout materials and presentations with practical approaches such as group work, team-building exercises, workshops, reflective practices, and individual tasks.

Multiple useful digital tools were presented to participants, allowing them to explore their potentiality on different context, like working directly with youths, writing projects, preparing presentation, making team work more efficiently and managing online work better. This way, we noticed that different tools can be more or less useful depending on the specific context, leading to reflection on which specific needs of the participants can benefit from the strategic implementation of some of said digital tools.

At the same time, the training course was a space to experiment, reflect and confront about different approaches and levels of confidence while using technology, both inside and outside the group, with a specific focus on the youths that participants work with.

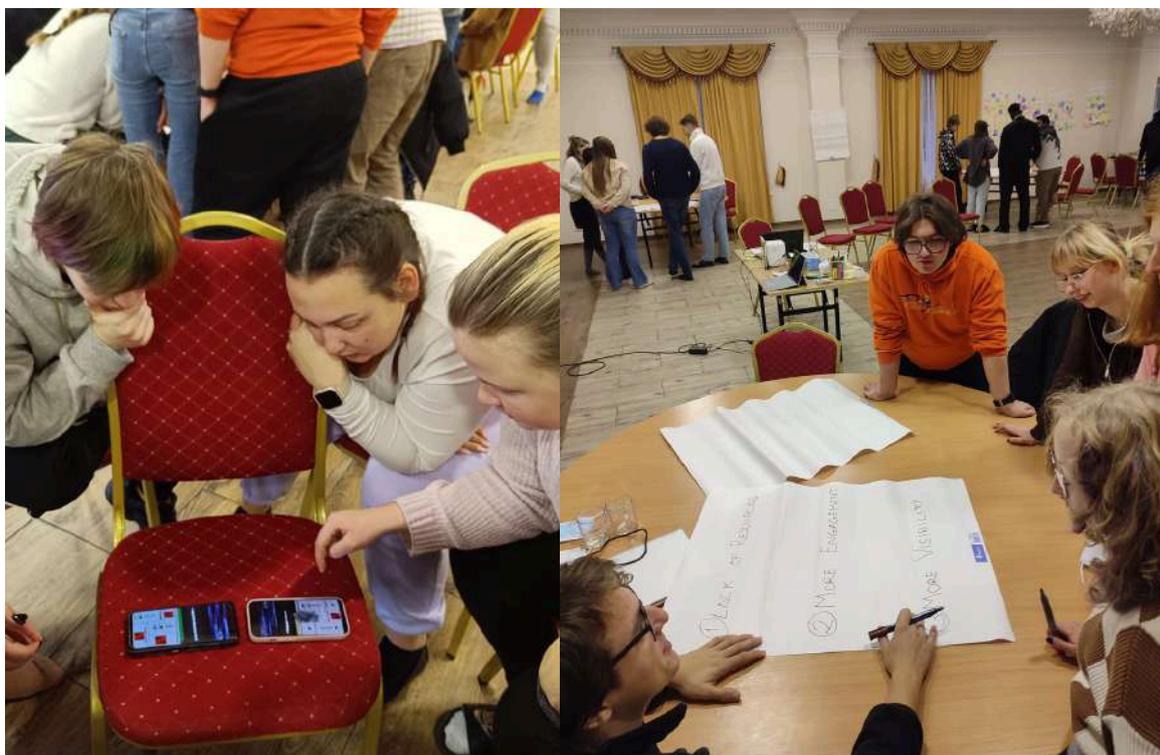
To finish, we also reflected on how to keep a balance between online and offline life, exploring strategies to don't feel overwhelmed by the constantly growing amount of technology around us.

We believe that this dynamic approach enables participants to gain both theoretical knowledge and the practical skills, attitudes, and competencies necessary to discover and use efficiently multiple digital tools during their work with youths

## DISSEMINATION

After the activity, the last stages comes - dissemination of the activity and follow-up events. This manual is also a part of dissemination activities, where though collaboration and mutual effort we all create and share used methods, country realities, advice and relevant information to help and spread the message about the project. This manual will be available on SALTO and though the partners of the project.

As well, the participants will further disseminate the project though a minimum of 2 events organised in their communities, to share learnings and their experience from this PDA activity in Lithuania, those will be shared on their own social media or partnering organisations media channels.

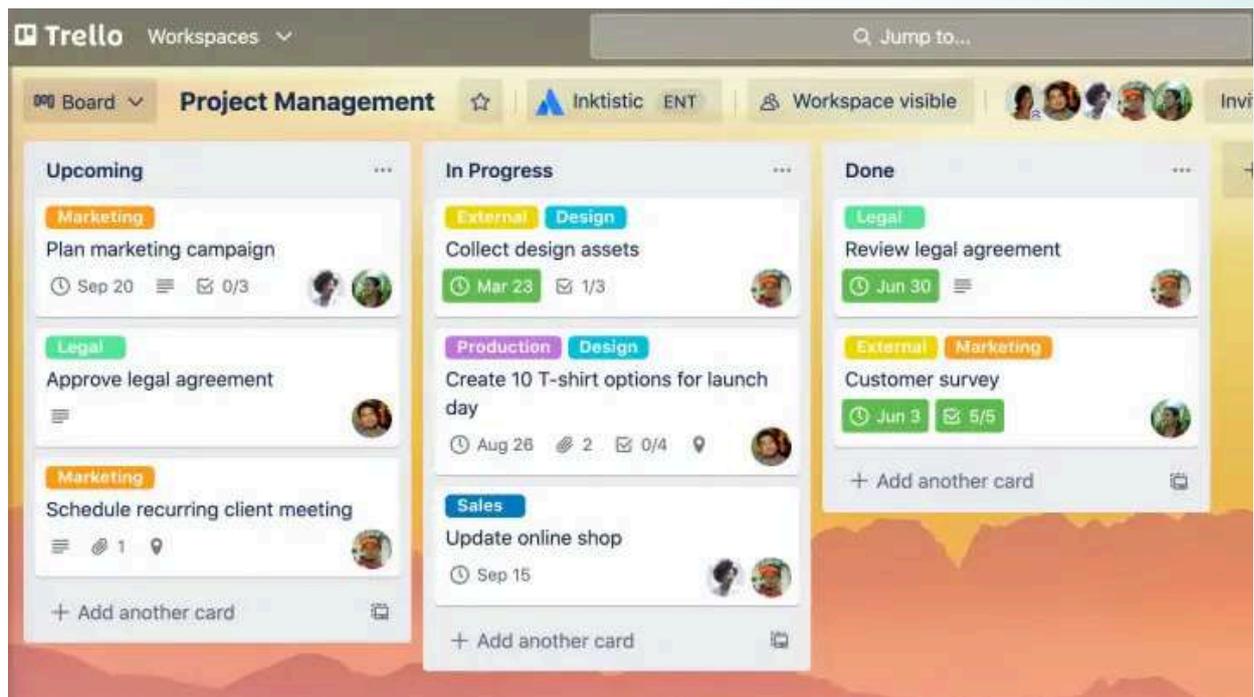


A teal-colored geometric shape, resembling a triangle or a trapezoid, is positioned in the top-left corner of the page. It has a white border and a slight shadow effect.

# **DIGITAL TOOLS**

# TRELLO

<https://trello.com/home>



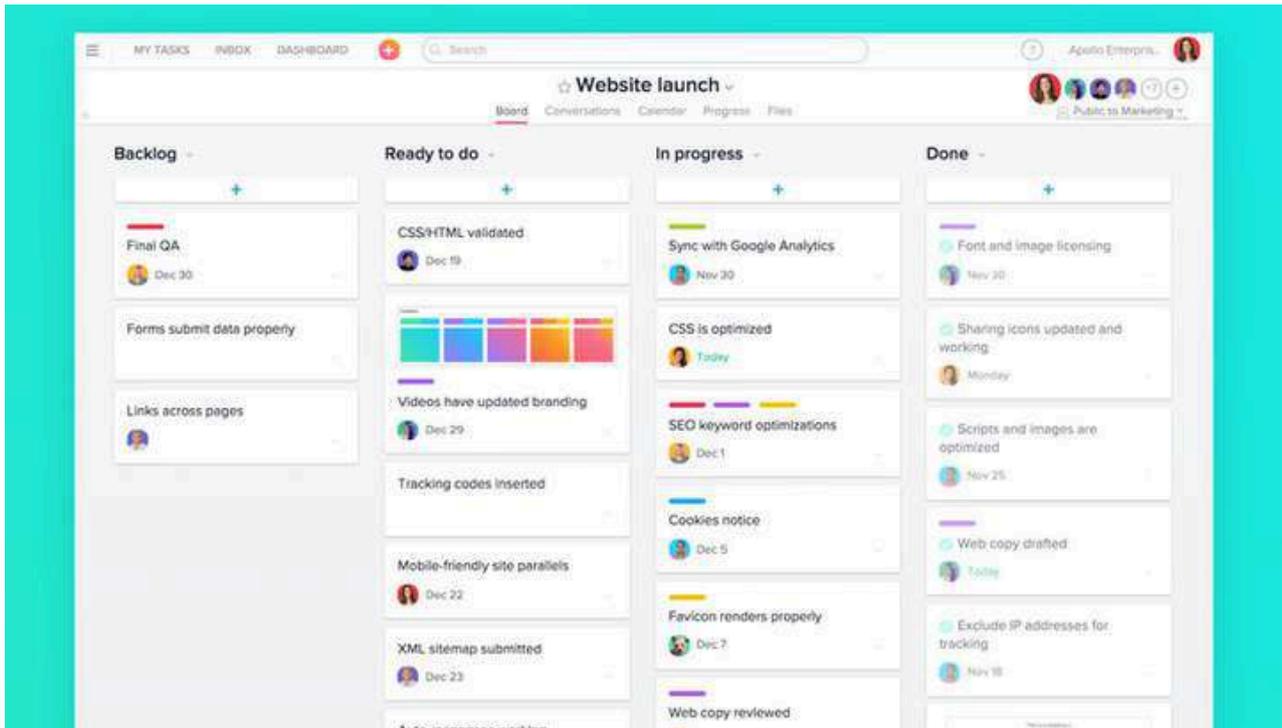
Trello is a collaborative and customizable work management tool that transforms how teams, individuals and organizations work and accomplish their tasks. Whether you and your team are starting something new or trying to get more organized with your existing work, Trello adapts to any project. It helps you simplify and standardize your team's work process in an intuitive way.

The board consists of lists, in which you can organize all the cards you manage, simply by Drag and Drop the attachments on a card, set the deadline dates, create checklists, and even organize members.

For more detailed information, check their website. They offer free membership sign up.

# ASANA

<https://asana.com/>



Asana is an all-in-one platform designed for managing work that helps individuals and teams to plan work, assign work, track work progress, and even communicate with your colleagues, somewhat like TRELLO.

Some functionalities of Asana include:

- Split tasks into smaller ones and manage them in a way that please you,
- Track your tasks by viewing a list, sorting it, and filtering,
- Work with your team on a project via chat or emails to enhance collaboration.

Oversee everything related to your team work, share thoughts, documents, current status and tasks. Everything is manageable.

Asana Personal is a free type meant for 10 people maximum that is suitable for people or small groups.

# GAMMA

<https://gamma.app/>



Gamma AI is an AI-powered app that helps create presentations, documents, and websites. With just a short prompt, it can generate slide decks and webpages, and you can also upload a file or paste content to give the AI more context for your presentation. Gamma.app is a paid service, though new users receive 400 free credits to explore the platform. These credits don't renew, and a subscription is required once they're used up. There are three pricing plans: Free, Plus, and Pro.

Want more details? Watch the Estonian team's YouTube video for an extra explanation of this tool!

[https://youtu.be/tUJO16Em\\_9Y?si=HBcfG2DT1dqI3YYy](https://youtu.be/tUJO16Em_9Y?si=HBcfG2DT1dqI3YYy)



# KAHOOT

<https://kahoot.com/>



Kahoot is a gamified quiz learning solution hence making easy for both the students and the teachers to participate in. You can generate your own test or select between 40 million pre-made ones that are open to the public. Ideal for borderless or partially learning environments. To create your slide you only have to register for free quitting any cost.

Due to its unique design, it is appropriate for several devices, networks, and sites. It makes it effective in teaching using a smart board to tablets and even personal devices.

What you do in order to share your quiz is share a QR code or a game pin and they will be able to join the game and answer to the questions on the screen that you will be sharing with them.

# QUIZIZZ

<https://quizizz.com/?lng=en>

The screenshot displays a Quizizz quiz interface. At the top, it shows 'Multiple Choice' and a score of '1 points'. A blue arrow points to the '1 points' indicator. Below the question, there is a diagram of the human heart with labels: Superior Vena Cava, Inferior Vena Cava, Right Atrium, Right Ventricle, Pulmonary Vein, Pulmonary Artery, Left Atrium, Left Ventricle, Aorta, and Septum Interventricular. The question asks, 'Which is the largest chamber of the heart?'. Four answer options are provided: 'left atrium', 'right atrium', 'left ventricle', and 'right ventricle'. The 'right atrium' option is highlighted in teal, indicating it is the correct answer. At the bottom, there are buttons for 'Single correct answer' and 'Multiple correct answers'.

Quizizz is a quiz as well as an interactive lesson tool, just like Kahoot!, Pear Deck, and Nearpod. It is mandatory for teachers to sign up but for students, it is not. The content shared by the teacher is accessed through a link or an access code on the app or website, while the students can also see both the questions and answers on their screens.

# CODECOMBAT

<https://codecombat.com/>



CodeCombat is an interactive adventure game that teaches computer science through real coding. Designed for beginners, it uses a custom code engine to teach programming languages like Python, JavaScript, and C++ in an easy-to-understand, beginner-friendly way. Players control an in-game hero and solve challenges by writing actual code, learning key programming concepts along the way. As players progress, they can test their skills by competing in the AI League, where they can put their coding knowledge to the ultimate test.

Want more details? Watch the Bulgarian team's YouTube video for an extra explanation of this tool!

<https://youtu.be/OkzPAui3Ok8?si=kS8mdBW8L9WwyYrK>



# CODE MONKEY

<https://www.codemonkey.com/>

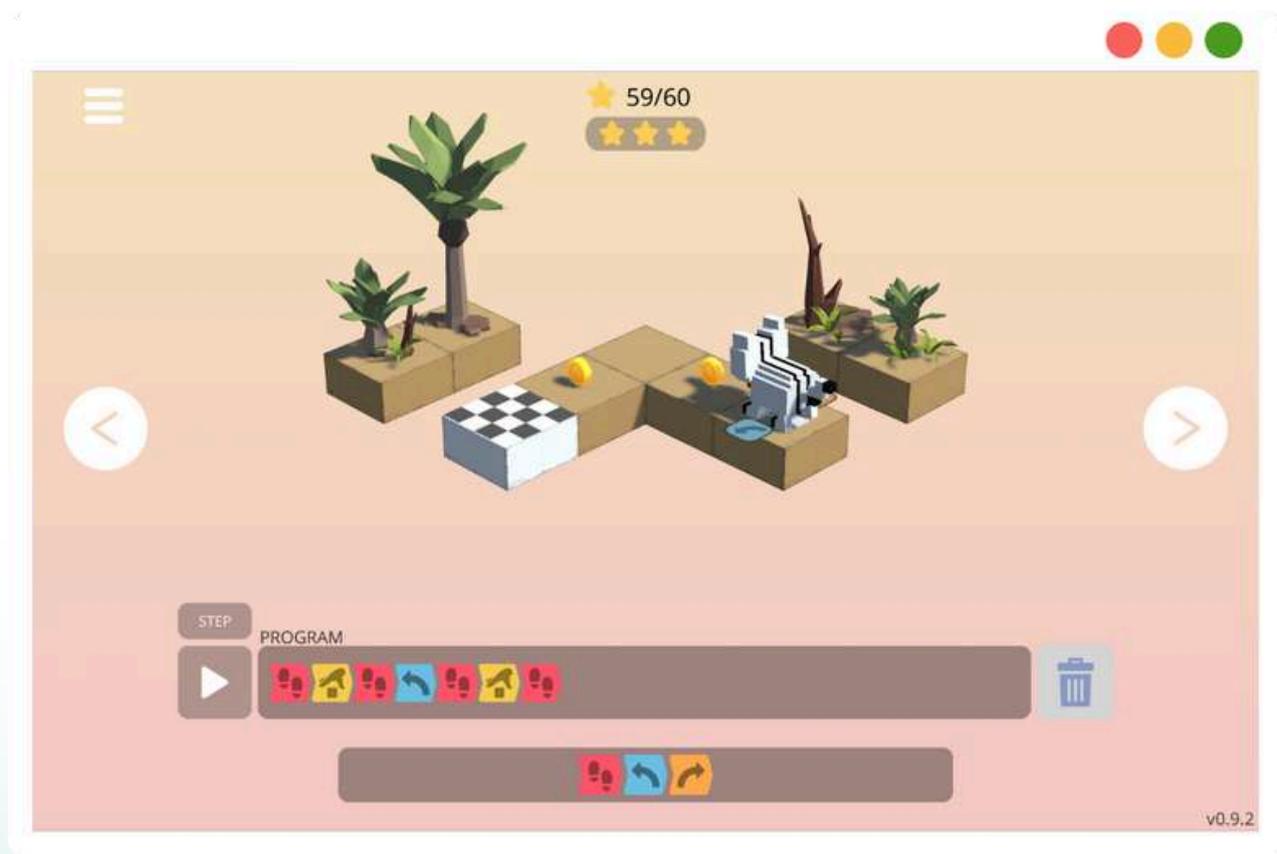


Code Monkey is an educational and fun computer coding environment that teaches novices computer programming languages and concepts. The target audience are students aged 6 to 14. Along with learning the foundations of arithmetic and computer science, students also learn text-based coding in languages like Python, Blockly, and CoffeeScript.

A 14-day free trial period is offered by CodeMonkey, giving you a chance to become familiar with the platform and select the best plan for your needs. Select a plan from their offerings after the two weeks are up. While teachers can get a quote for school or district plans, home plans start at \$6 monthly.

# RODOCODO

<https://www.rodocado.com/>



Rodocodo is a free coding game designed to make teaching primary children to code fun and easy. It takes you all the way from Reception to Year 6, removing all the complexity and frustration along the way.

You can create a student, teacher or parent account. Each of them will ask you for a different information for signing up.

# CANVA

<https://www.canva.com/>



Canva is a simple visual design application that makes digital design easier for people of all ages to use. It is accessible through iOS and Android apps as well as online browsers. It is perfect for classrooms because of its easy-to-use drag-and-drop interface, which supports both solo projects and cooperative group work. With more than 250,000 templates, stock images, videos, and graphics available, Canva makes it easy to get started on any creative project. Additionally, the portal provides paid users with extra resources and premium services.

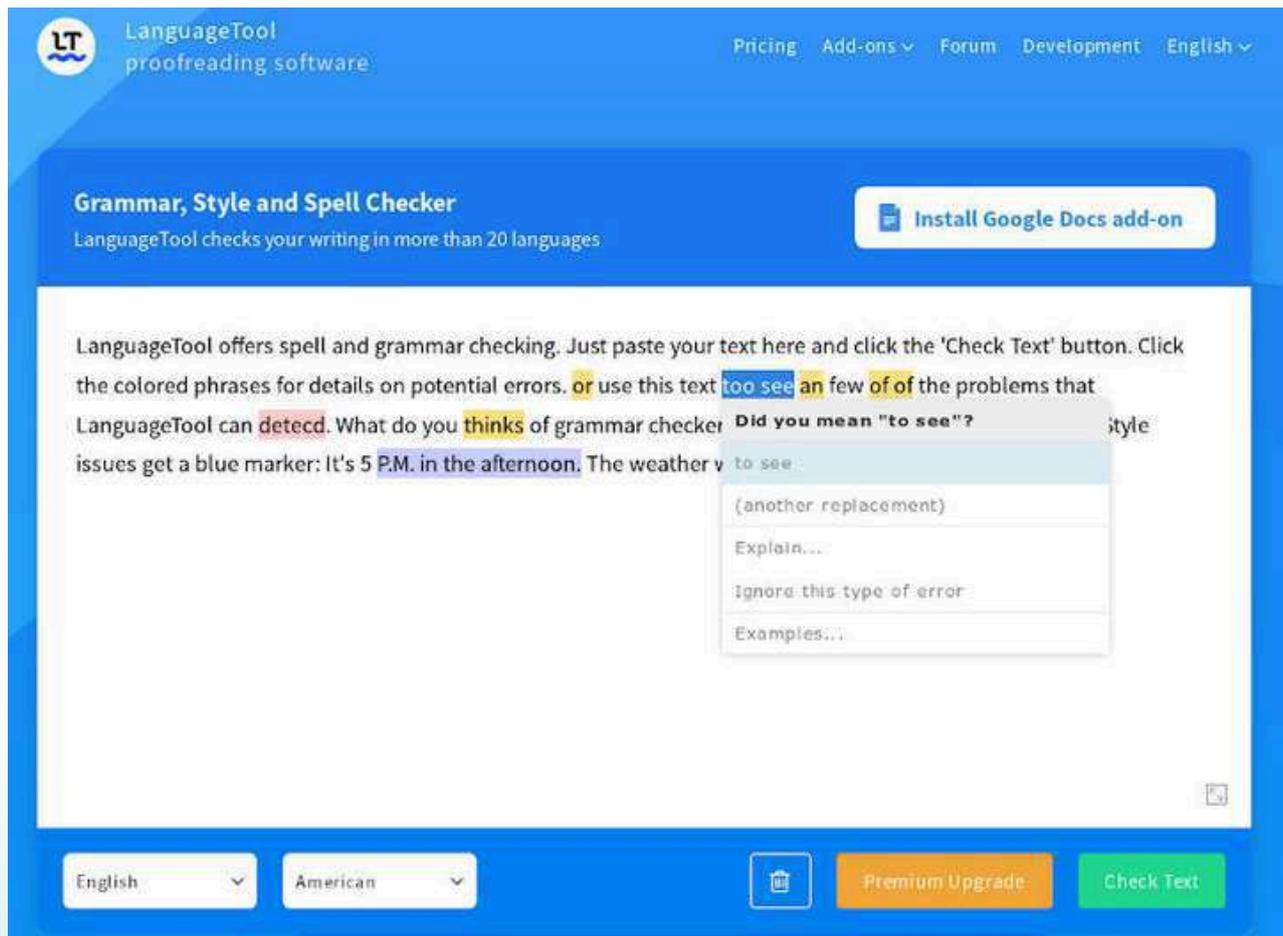
Want more details? Watch the Polish team's YouTube video for an extra explanation of this tool!

[https://youtu.be/m2TrFgyK5YE?si=0P0VE8\\_ntdpE-dYy](https://youtu.be/m2TrFgyK5YE?si=0P0VE8_ntdpE-dYy)



# LANGUAGE TOOL

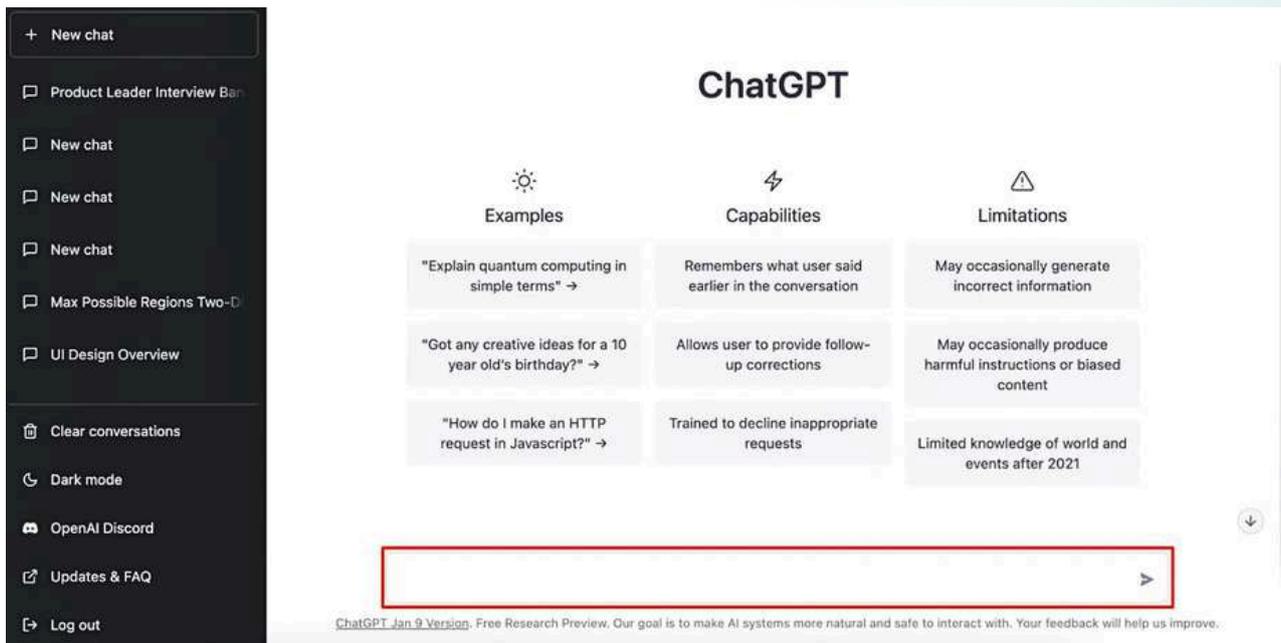
<https://languagetool.org/>



Language tool is an AI-based grammar checker, where you can type or paste your text to check the grammatical errors, and spelling mistakes across languages. You can find there also a paraphrasing tool. It's easy to use and you can do it without signing in, or you can create a free account.

# CHATGPT

<https://chatgpt.com/>



ChatGPT is an AI language model that answers questions, by generating text based on prompts. It has a huge dataset of information and is trained to create new text based on the original information.

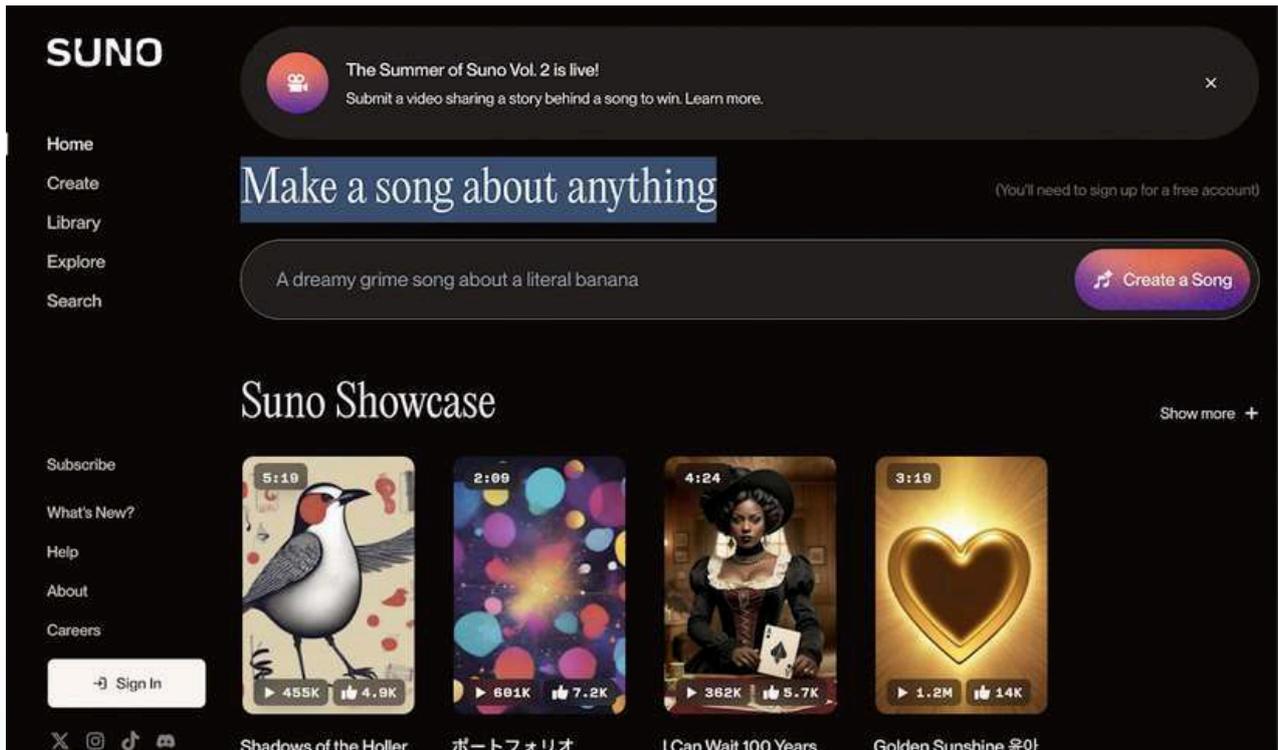
It is also a natural language, so you can interact with it the same you would talk to a person, and it will respond you in the same manner. You can have conversations, it can answer your questions, make translations between different languages, summarize or paraphrase text, etc.

You can use it for free, but free accounts have a limited serves access, which means answers can be a bit less detailed.

If you will use it with your email, it will save your chatting history and you will have always access to it, when you'll be logged in to your account.

# SUNO

<https://suno.com/>



Suno AI is an innovative platform that uses artificial intelligence to generate music. With just a simple text prompt, users can create complete songs that include both vocals and instrumentals. To get started, users need to log in. Suno AI is available as an app on the Apple Store, featuring the platform's first version. It can also be accessed through its website, Suno.com (formerly Suno.ai), or as a plugin for Microsoft Copilot. The platform offers a free basic plan, providing 50 daily credits (enough for 10 songs), which reset every day. However, songs created under the free plan are limited to non-commercial use.

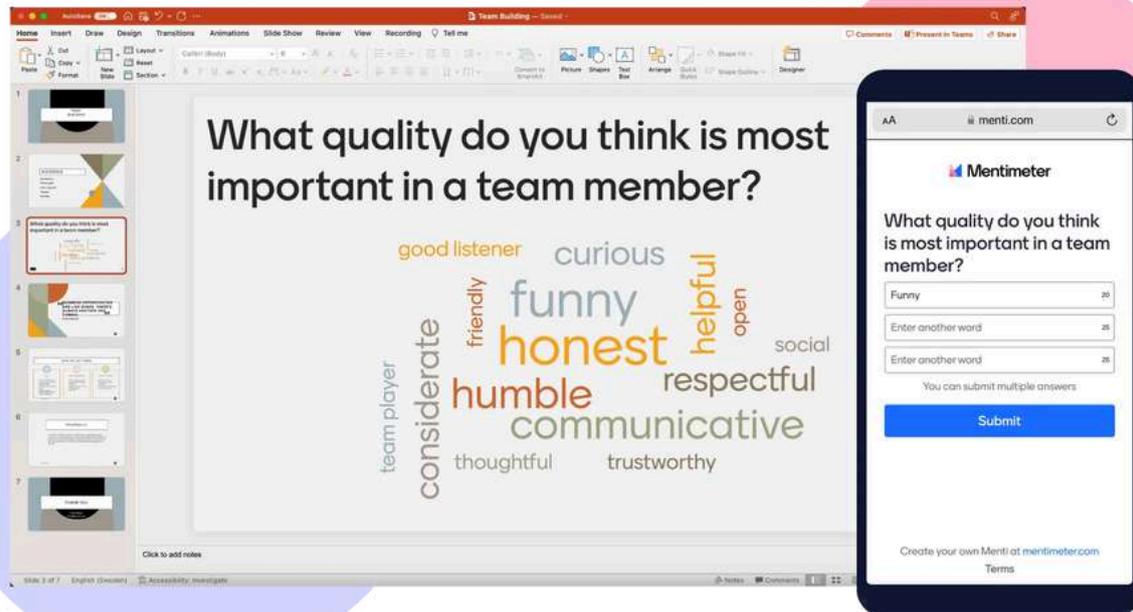
Want more details? Watch the Spanish team's YouTube video for an extra explanation of this tool!

[https://youtu.be/MzNni4i0fp4?si=47kHwl0Q\\_INxYJL5](https://youtu.be/MzNni4i0fp4?si=47kHwl0Q_INxYJL5)



# MENTIMETER

<https://www.mentimeter.com/>



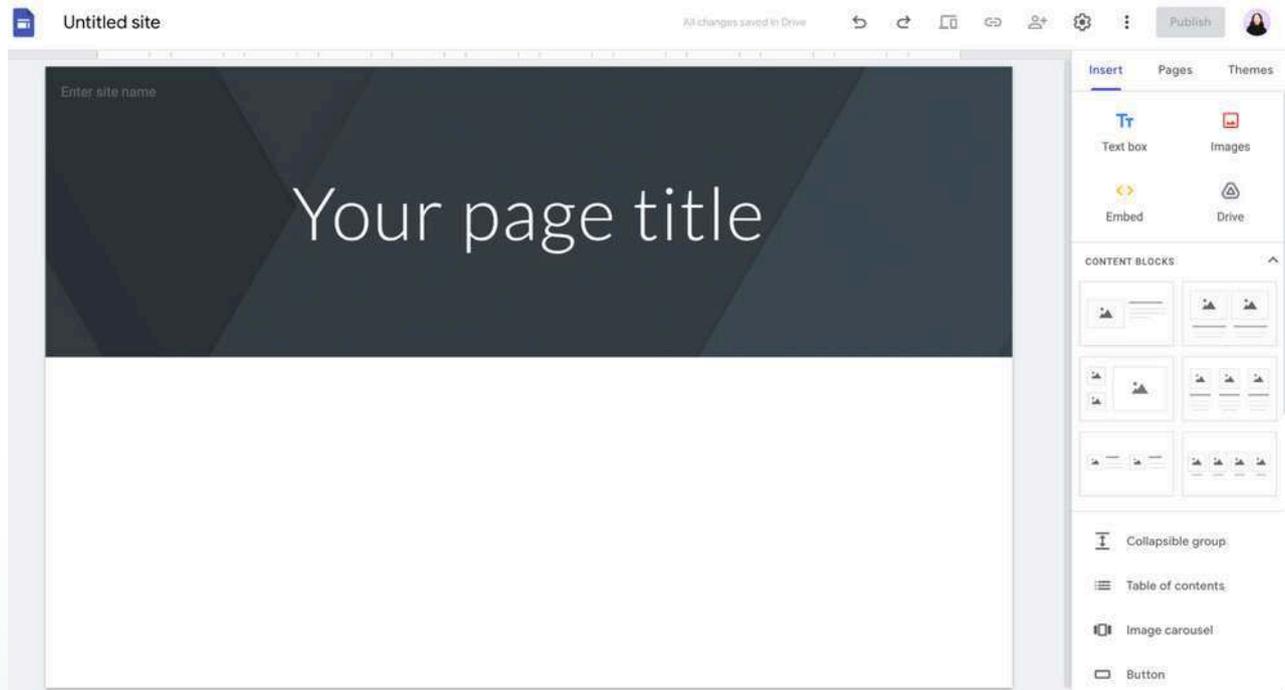
Mentimeter is an interactive polling software, which, by integrating real-time polls, word clouds and quizzes into presentations, helps to transform traditional, boring lectures into engaging and interesting sessions.

To start, it requires to sign-up, what can be easily done with Google, Microsoft or Facebook login or email address.

This tool is really useful, cause during the presentation, not only teachers can create polls and questions, but students too, which allows to get students engaged during the presentation.

# GOOGLE SITES

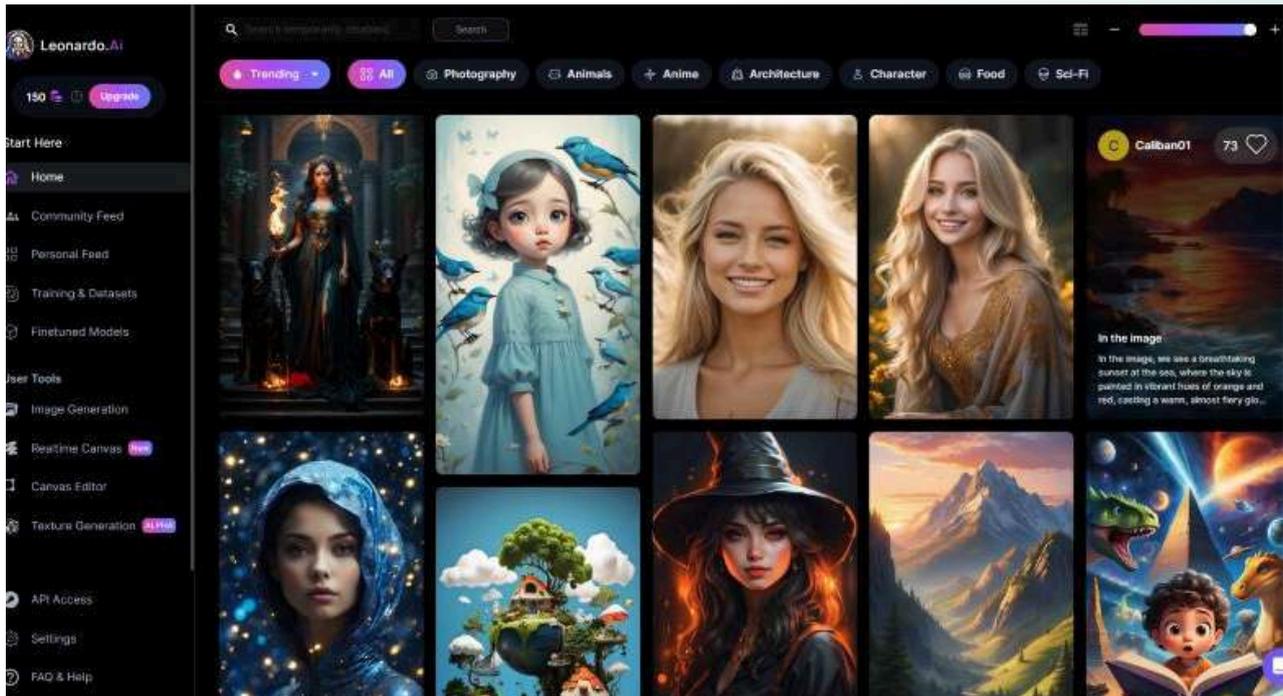
<https://sites.google.com/>



Google Sites is a web-based platform, that allows you to create websites for free. It's a simple website builder, but it offers enough features to host your blog, portfolio, or even classroom learning materials. It's free to use with your Google account, but if you would like to use a custom domain, you'll have to pay for that.

# LEONARDO.AI

<https://leonardo.ai/>

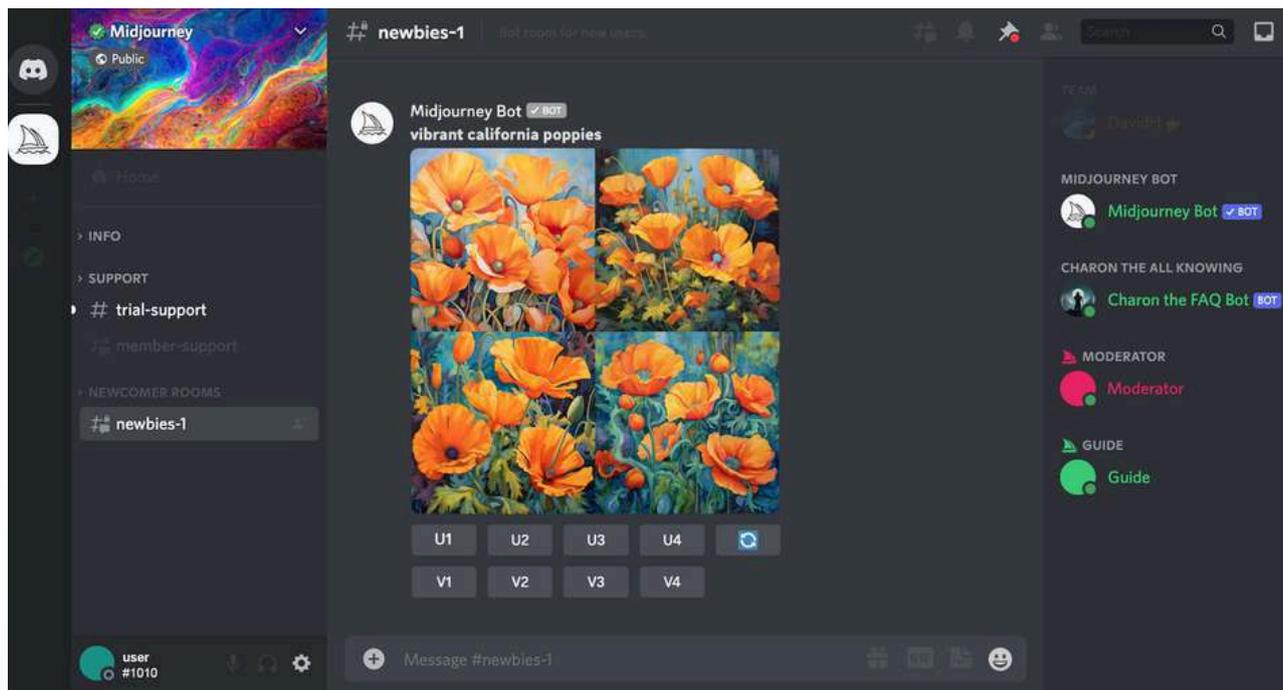


Leonardo AI is an AI art image generator, which uses advanced machine learning algorithms to create realistic and high-quality images based on your request. It requires having a login, and uses a credit system to generate images.

You receive 150 free credits per day (which do not roll over to the next day) and use them for an image generation. Most of the images require around 20 credits, and it will create 4 versions of your requested image.

# MIDJOURNEY

<https://www.midjourney.com/>



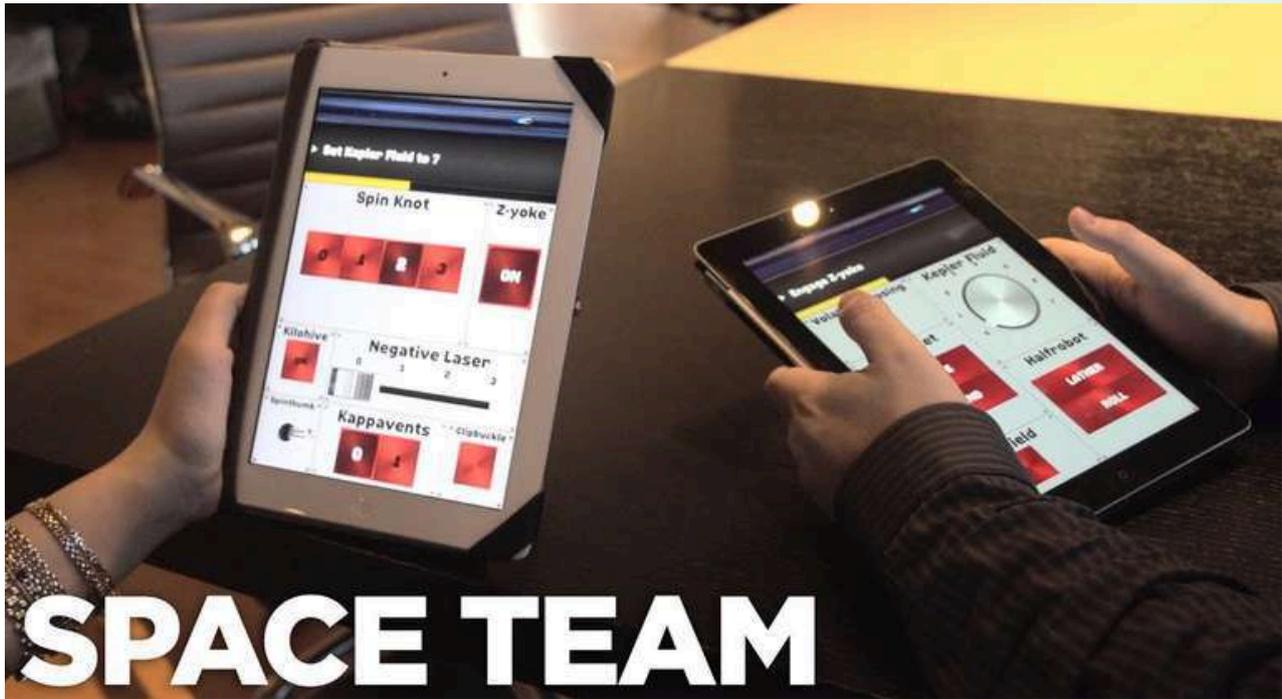
Midjourney is an AI tool used to transform text descriptions into vivid images (same as Leonardo AI).

Unfortunately, it is no longer free to use (except for some promotional periods).

To use Midjourney, you would have to subscribe to one of the three subscription plans that they offer.

# SPACETEAM

<https://spaceteam.ca/>



## SPACE TEAM

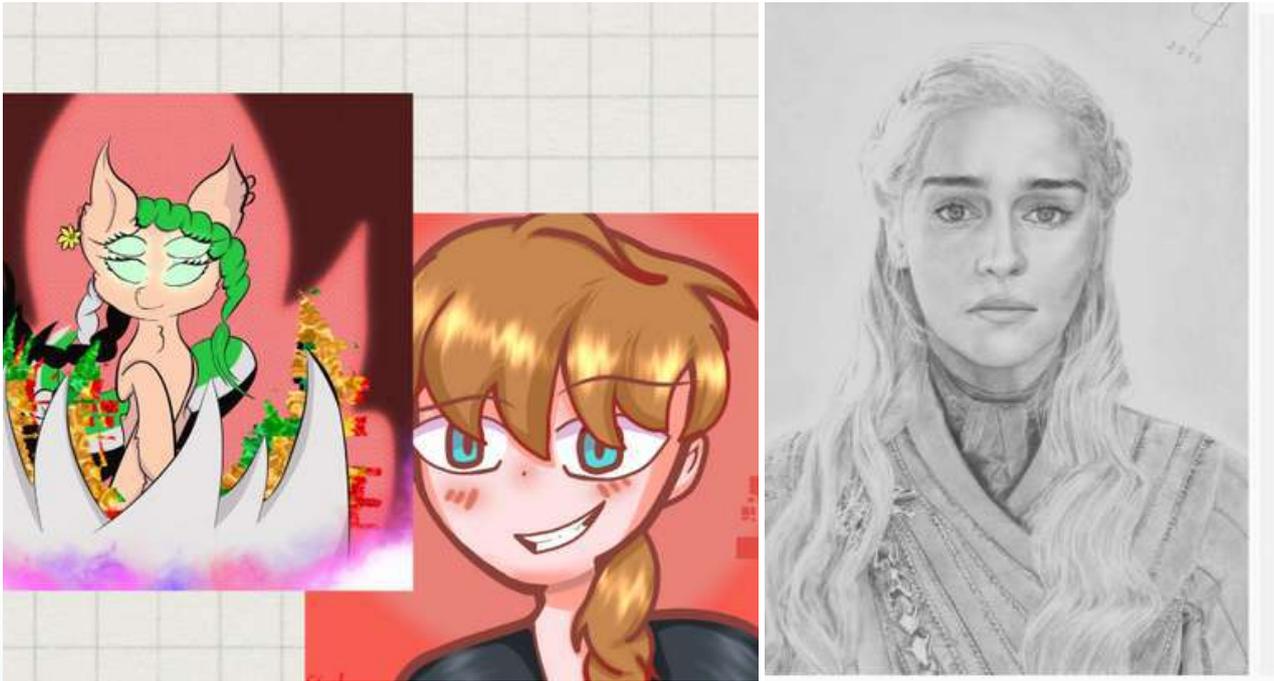
Spaceteam is a fast-paced, cooperative shouting card game, where you work together to repair your malfunctioning spaceship.

Each player is responsible for a different spaceship control panel on their individual device's screen, with various knobs and dials labelled with a variety of technobabble. The players perform individual functions as members of the ship's crew with the goal of keeping the vessel from crashing.

It's a free cooperative game for 2 to 8 players.

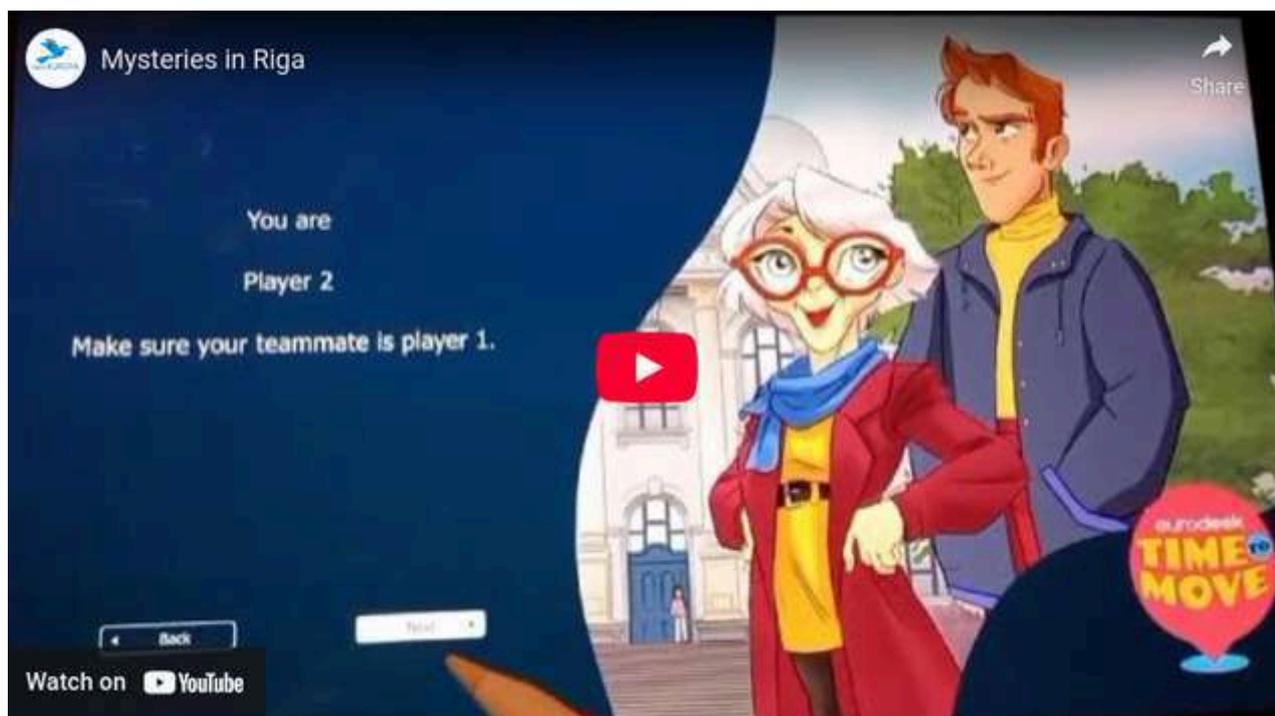
# FREE DRAWING APPS

<https://youtu.be/DFIxpFWGx18?si=DNawYNoYU7rJvPg3>



There are many free drawing apps available that can be incredibly useful for both work and personal projects, whether you're sketching for fun, working on a hobby, or creating professional designs. In this video, shared with us by our talented project participants, Patricia Bērziņa from Latvia and Stilian Ivanov from Bulgaria (whose drawings you can see above this text), you'll discover some of the best free drawing apps to help unleash your creativity. Whether you're a beginner or an experienced artist, these tools offer endless possibilities to bring your ideas to life!

# MYSTERIES IN RIGA



A game that was made by Eurodesk - European Youth Information Desk.

To get more details about it, on how it works and what it gives for you, watch the Latvian team's YouTube video with an explanation of this exciting tool!

[https://youtu.be/MzNni4i0fp4?si=47kHwI0Q\\_INxYJL5](https://youtu.be/MzNni4i0fp4?si=47kHwI0Q_INxYJL5)



# GARTIC PHONE

<https://garticphone.com/>



Gartic Phone is an online game that you don't need to download, and is a great way to spend a fun time with friends.

Game rules:

- First, each player must write a quirky sentence.
- Next, you will receive a sentence, that you have to draw.
- After that, you need to describe the crazy drawing you saw on your screen.
- In the end, all the players see the results of the game.

There are many game presets to choose from, or if you want, you can choose custom game settings.

# EMA - EURODESK MOBILITY ADVISOR CHATBOT

<https://ema.eurodesk.eu/>

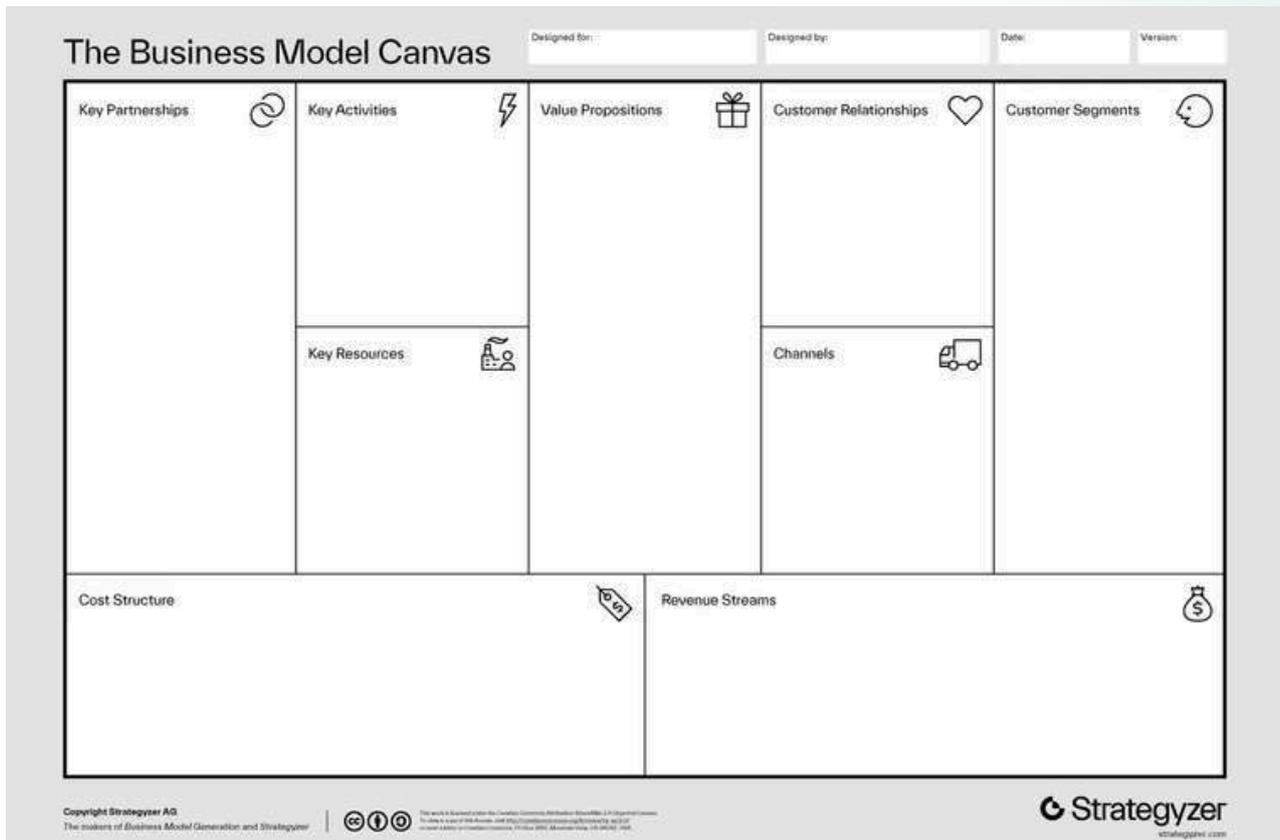


EMA (Eurodesk Mobility Advisor) is an AI chatbot, available in 10 different languages, which can answer most questions of the topics:

- Eurodesk Network,
- Erasmus+ programme,
- European Solidarity Corps and DiscoverEU,
- provide information about studying, working or volunteering abroad, as well as more practical information about living abroad.

# THE BUSINESS MODEL CANVAS

<https://www.strategyzer.com/library/the-business-model-canvas>



The Business Model Canvas is a powerful tool for strategic management and entrepreneurship. It helps you outline, develop, evaluate, innovate, and adapt your business model. Originating from the bestselling book Business Model Generation, this approach is widely used by top organizations and startups around the globe.

# THE IMPACTTOOL PROJECT DESIGN FORM

<https://www.erasmusplus.nl/sites/default/files/assets/Impacttool/Project-design-form-Erasmus.pdf>



The project has been completed for a couple of years. You can look back on the project with pride and satisfaction. It certainly contributed to the positive change which you are now seeing.

In the right field, write down its **impact** (max. 20 words). If you cannot fit it into 20 words, think carefully about what you really want to achieve with this project. Start with: Thanks in part to our project... Describe this legacy in terms of **CHANGE** and to **WHOM** the change applies.

**Impact**

Thanks in part to our project...

Look at the above 'dream'. To achieve this, things are needed in your project. Enter the table for your own project.

	For staff	For pupils/students/youth	For the organisation
<b>+</b> <b>Outcomes</b> described in terms of changes in knowledge, skills, behaviour, school practice, etc.			
<b>=</b> In order to achieve this outcome, we need the following concrete results ( <b>output</b> ):			
<b>▶</b> To this end, we will need to carry out the following <b>activities</b> :			
<b>...</b> For this purpose, we will use the following resources ( <b>input</b> ):			

Our training course participant from Latvian team - Shafraz Mohamed - presented us an amazing tool! The ImpactTool Project Design Form from Erasmus+, which provides a comprehensive framework for planning, implementing, and evaluating projects. It guides project teams through key elements such as defining objectives, identifying target groups, planning activities, measuring expected results, and ensuring sustainability, helping to align projects with Erasmus+ goals and maximize their long-term impact.

# AI TOOLS PRESENTATION

<https://docs.google.com/presentation/d/1ZNVMogwK-JSF0xTEZ3DPHTpKJlilPkv0MX06LEi6SJO/edit?usp=sharing>



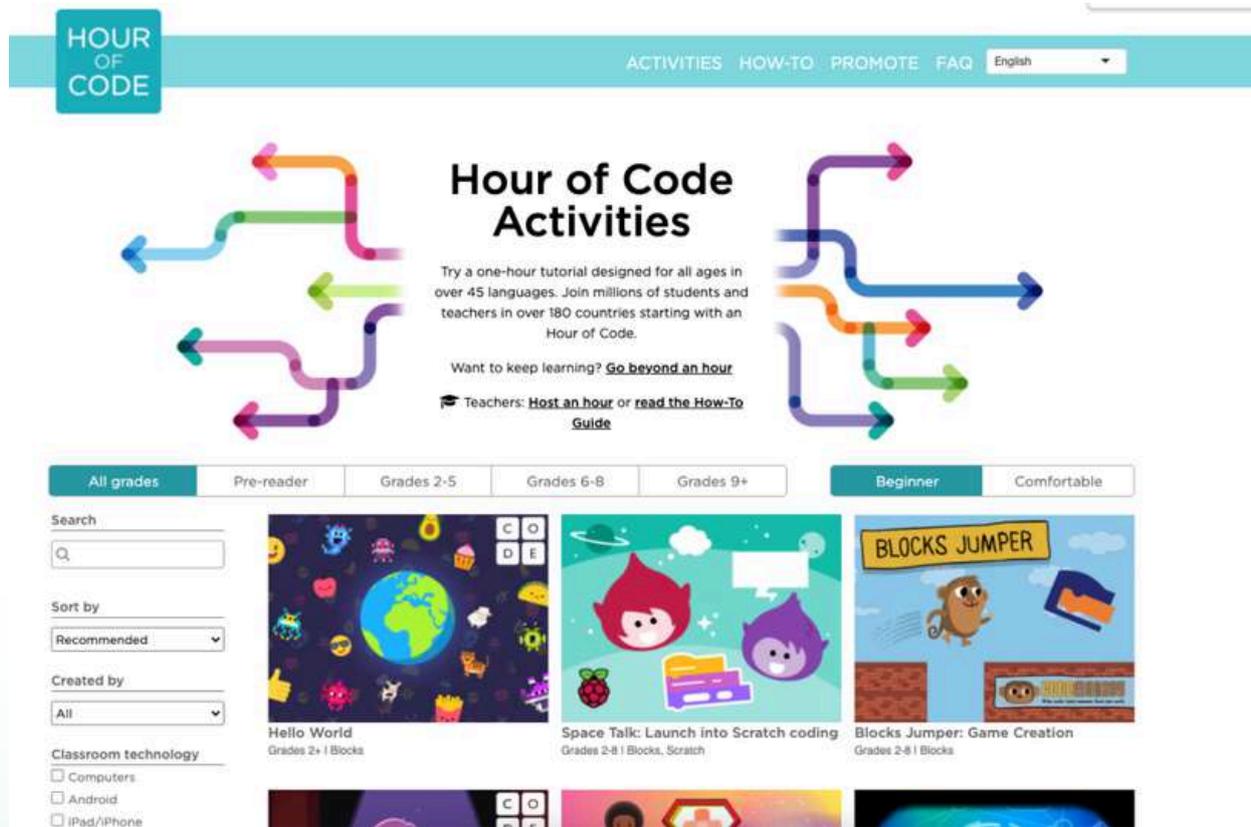
Our Spanish team from Catalonia, representing the Associació Catalana de Professionals de les Polítiques de Joventut, created and presented an excellent overview of around 50 useful AI tools!

You can view the presentation through the link below:  
<https://docs.google.com/presentation/d/1ZNVMogwK-JSF0xTEZ3DPHTpKJlilPkv0MX06LEi6SJO/edit?usp=sharing>



# HOUR OF CODE

<https://hourofcode.com/us>



The Hour of Code is a one-hour computer science introduction exercise or class. In order to inspire others to pursue careers in computer science, it emphasises the foundations and principles of coding. Through an hour of coding exercises and activities, Hour of Code is a global celebration of computer science.

You can start planning organizing an Hour of Code by reviewing on the website how-to guide, and organize an event at school or any community. After the activity you can also print for the participants a certificate.

It's not necessary to have a computer for everyone, there are tutorials that work on PCs, smartphones, tablets, and some that require no computer at all.

No signup or login is required for students to try the Hour of Code.

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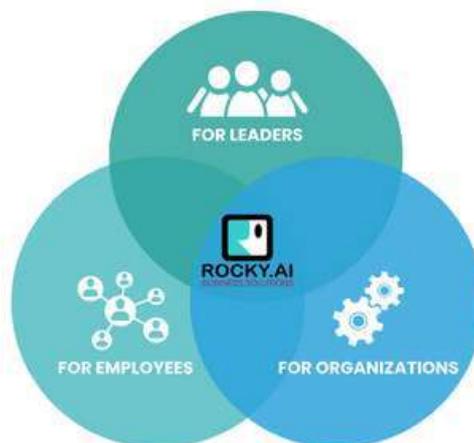
**FOR YOUTH**

# ROCKY AI

<https://www.rocky.ai/>



The self-improvement app allows you to set your personal growth goals to build daily habits and track your progress to a meaningful life. It offers you many features for free, however, you can unlock even more with a paid subscription.



# BE ME

<https://beme.com/>



BeMe is a mobile mental health platform, made to bring together the greatest features of live support, digital media, and clinical treatment in order to enhance the wellbeing of teens and young adults.

You can access for free on the App Store for iPhone and iPad.

# TIME TO MOVE

<https://timetomove.euodesk.eu/>



Eurodesk's flagship initiative, Time to Move, helps young people detect the best programs for their personal growth and provides them with information on study, volunteer, and internship possibilities overseas. The campaign organises over 1000 events in around 30 countries throughout the month of October, bringing together hundreds of youth organisations from across Europe.

The events include non-traditional information events like concerts, mountain trekking, biking, board game evenings, or slam poetry nights, as well as more casual ones like lectures in schools, cultural sessions, or information booths at fairs.

A teal-colored geometric shape, resembling a triangle or a trapezoid, is positioned in the top-left corner of the page. It has a sharp point at the top and a slanted bottom edge.

**YOUTHPASS**

All the methods described in this toolkit, and implemented in our Training Course, had the goal to promote participants learning and develop competences through non-formal education strategies.

We documented those learning outcomes through the new Youthpass certificate 2021-2027, encouraging participants self-assessment and reflection, implementing also a Youthpass ceremony at the end of our activities.

Since 2007, Youthpass is the European Recognition instrument for identifying and documenting learning outcomes that are acquired during every projects under the Erasmus+ Youth and the European Solidarity Corps programmes. It promotes individual reflection and awareness and helps to make learning outcomes visible not only for the learners themselves but for others as well.

The new Youthpass certificates for 2021-2027 use the “European Training Strategy (ETS) Competence model to work internationally” as the reference framework for the self-assessment of participants in training activities (youth workers and other youth work practitioners), as well as team members. The ETS Model describes competences as a combination of attitudes, knowledge, skills and behaviours and identifies 9 competences areas:

Facilitating learning; Designing programmes; Managing resources; Collaborating in teams; Communicating meaningfully; Displaying intercultural sensitivity; Networking and advocating; Assessing and evaluating; Being civically engaged.

Using ETS Model as framework, participants in our Training Courses have been encouraged to reflect and self-assess their learning outcomes in all of said competences areas and we generated individual Youthpass, unique for each of them.



# CONCLUSION

The NextGen Digital Youth Workers project was successful in closing the trust gap between youth workers and their digital platform proficiency. The project empowered participants by demonstrating various kinds of digital tools, which not only boosted their technological confidence, but also promoted a collaborative educational environment. In order to show how these platforms might be integrated into their daily work, participants actively shared their personal knowledge and experience with digital technologies. As a result, the project has given youth workers useful skills that will allow them to use digital solutions to improve the way they work with young people, as well as help them in their daily life, while the collaborative setting strengthened their teamwork, communication, and problem-solving skills, alongside with the other abilities developed through group work.



# CREDITS

This Toolkit was designed, and it's one of the results of the Training Course that took part in Lithuania from 26th of November to 4th of December 2024, held by Tavo Europa.

Tavo Europa is an NGO based in Vilnius, Lithuania, that focuses on building civil society and establishing the rule of law. It serves as an educational organisation that gathers trainers, youth and social workers, experts, and volunteers with different competency levels, to create and be actively involved in civic activities.

Tavo Europa plans within Erasmus+ and uses non-formal methods to provide tools and improve competencies, in order to reduce youth unemployment, increase social inclusion, improve the quality of life of youths, and create a stronger link between youth mobility experience and further professional perspectives.

As Tavo Europa, we served as a hosting organisation, but the success of this project was possible only thanks to the collaboration and efforts of everyone involved.

First, we want to say thanks to Atanas Mihnev, for his incredible work.

Being an experienced trainer in the Erasmus+ projects, a former member of the Bulgarian Parliament and an IT entrepreneur, he was able to make the perfect choice of content and activities, sharing with us his knowledge and insight on how the use on new digital tools can help and guide us to improve the quality of our work with youths.

Then, we would like to thank all our partner organisations, that collaborated with us from the beginning to make this project possible:

- Associació Catalana de Professionals de les Polítiques de Joventut, from Spain
- Fundacja Rozwoju Społeczności Lokalnych "Inicjatywa", from Poland
- MTÜ Türi Lastekaitse Ühing, from Estonia
- Orenda Foundation, from Bulgaria
- Kopienas Centrs "Resiliences Avots", from Latvia

# FEEDBACK



Attending the NextGen Digital Youth Workers Training Course in Lithuania was an incredible experience. Through non formal education, I discovered how to creatively use digital tools like gamification and escape games to engage young people and address critical topics like digital threats. It was fascinating to see how these innovative methods can make learning more interactive and impactful.

Beyond the workshops, the bonding with participants from different cultures was unforgettable. Sharing ideas, experiences, and laughter created a sense of community that I'll always cherish. This project truly showed me the power of combining digital innovation with human connection to inspire change.

**- Mohamed Shafraz (Sri Lankan representing Latvia)**



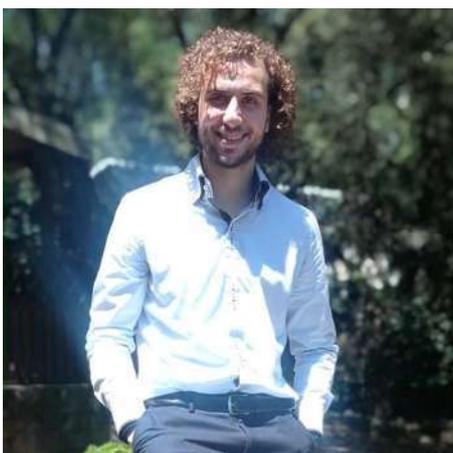
I happen to meet other great people with who I share similar interests. I learned new skills, programs, apps and more. Project was great way of people to come together from different locations in world and share their knowledge with others, because even though youth work was the one to connect us, we had different experience and different skills. Together we talked about best ways of getting to goals, inspire the team and make a difference. With this knowledge I returned back to my youth community and shared these skills and digital program's that can help in our good work.

**- Patricija, Latvia**



I'm so glad I got the opportunity to participate in this project. I met a lot of amazing people that I can work with in the next projects and what's most important - I found many ideas and tools that I can use in the future.

**- Kirke, Estonia**



NextGen has been a project that I will remember forever. Since digitalisation and AI seem to be the future of our world, it has been advantageous and interesting to discover the latest digital tools, and share them with the youth. But the most valuable thing has been the opportunity to meet new people, visit another country, discover new cultures and languages, and share life passions.

**- Nil, Spain (Catalonia)**



Engaging in project for youth work advancement has been incredibly rewarding! Through this journey, I've learned to use digital tools and explore innovative approaches. I've also gained valuable skills in public speaking, leading projects, and fostering intercultural communication. Collaborating with others has shown me the value of effective teamwork and the importance of building a strong team spirit, and I'm excited to continue growing in these areas!

**- Stilian, Bulgaria**

# IT'S BEEN A SHARED ADVENTURE— THANK YOU!



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