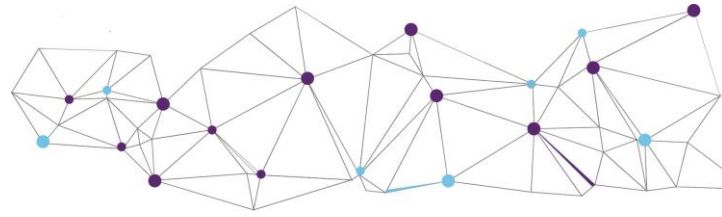




TEFCE

Towards a European Framework for
Community Engagement in Higher Education



Erasmus+ project: “Towards a European Framework for Community Engagement in Higher Education” (TEFCE)

PILOTING VISIT IN DUBLIN

Practical information

Thursday 7th – Friday 8th November 2019

TU Dublin, Grangegorman Campus

Host and co-organiser



Co-organiser



Comhairle Cathrach
Bhaile Átha Cliath
Dublin City Council

Funding



Co-funded by the
Erasmus+ Programme
of the European Union

PROJECT FUNDING

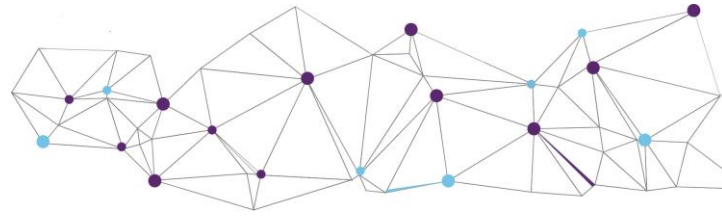


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I. Formal Registration

Following participants are invited and welcome to take part in the TEFCE Piloting Visit in Rijeka:

	Name of institution	Name and surname	
1	Institute for the Development of Education	Ninoslav Scukanec Schmidt	nscukanec@iro.hr
2		Thomas Farnell	tfarnell@iro.hr
3	University of Twente	Dr Paul Benneworth	p.benneworth@utwente.nl
4	University of Rijeka	Bojana Čulum	bculum@ffri.hr
5		Professor Snježana Prijić-Samaržija	prijic@uniri.hr
6	Ghent University	Davide Dusi	Davide.Dusi@UGent.be
7	City of Rijeka	Mirela Pašić	mirela.pasic@rijeka.hr
8	Catalan Association of Public Universities	Alícia Betts	alicia@acup.cat
9	European Consortium of Innovative Universities	Troels Gyde Jacobsen	troels.jacobsen@uis.no

In order to arrange the pilot visit to your convenience each participant should send an **email** to emma.obrien@tudublin.ie to register until **September 30th** with following information:

Subject: Registration TEFCE Piloting VISIT

Name, Surname:

Institution:

Date/time of arrival:

Date/time of departure:

Participation in Old Jameson Distillery Tour 6th November 2019: YES/NO

Participation in Joint Dinner 6th November 2019: YES/NO– with dietary preferences/requirements

Participation in Joint Dinner 7th November 2019: YES/NO– with dietary preferences/requirements

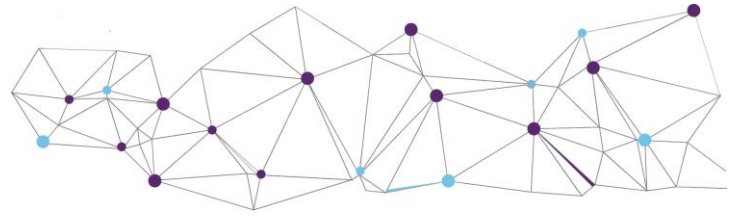
Contact data: (email, phone)

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II. ELIGIBLE COSTS COVERED BY THE TEFCE PROJECT

Your expenses for travel costs and costs of stay will be covered by the planned project costs of your institution. Due to the regularly reporting procedure the costs of travel and stay will be reimbursed together with other expenses of your institution as foreseen under Erasmus+ KA3. For reporting process it is necessary to keep all original documents since TUD can only accept expenses as eligible if it is incurred, paid, reasonable and directly project related, and if it is matched by adequate supporting documents. Please keep all original hotel invoices, invoices for other relevant costs, boarding passes, tickets, fees etc. in the files of your institution's travel claim form.

Expenses limitation: Please note that we had to plan all project related meetings in advance and prices are changing. The Pilot Visit was planned with 400 EUR travel costs and 120 EUR costs per day/per person daily allowance. As you have to report actual costs the total expenses per person and institution may change. As our budget is limited please keep the limits of planned costs into account.

III. ACCOMMODATION ARRANGEMENTS

You are free to select a hotel of your own choice and make your reservation. For your convenience, we have arranged a block booking of hotel rooms in two locations in Dublin City, both with close proximity to the TU Dublin Grangegorman campus.

Hotel 1 – The Hendrick Hotel, Smithfield

Wednesday 6th November – €95 per room

Thursday 7th November – €95 per room

Friday 8th November – €110 per room

Saturday 9th November – €110 per room.

These rates are room only. You can add on breakfast for €6.50 pp, per day which includes a tea or coffee, freshly baked pastry or muffin, juice and piece of fruit.

This block booking is open until 30th September 2019– Reservation is online via the hotel website using the the Promotional Code: TUDUBLIN (All capitals to be used). See pdf attached to this email for booking support or contact info@hendrickdublin.ie.

Further hotel information available at: <https://www.hendrickdublin.ie/>

Hotel 2 – The Maldron Hotel, Smithfield

€150 B&B per room/per night in a double room Single Occupancy

€160 B & B per room/per night in a twin/Double

This block booking is open until 30th September 2019– email res.smithfield@maldronhotels.com or call +353 1 485 0900 to make reservation, Booking Reference: TUDU061119

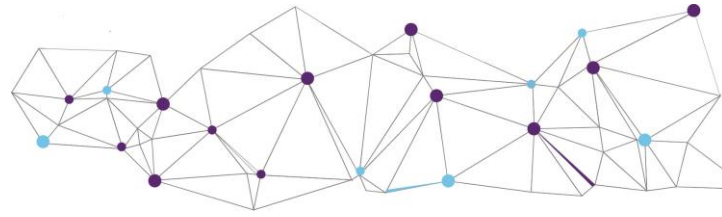
Further hotel information available at: <https://www.maldronhotelsmithfield.com>

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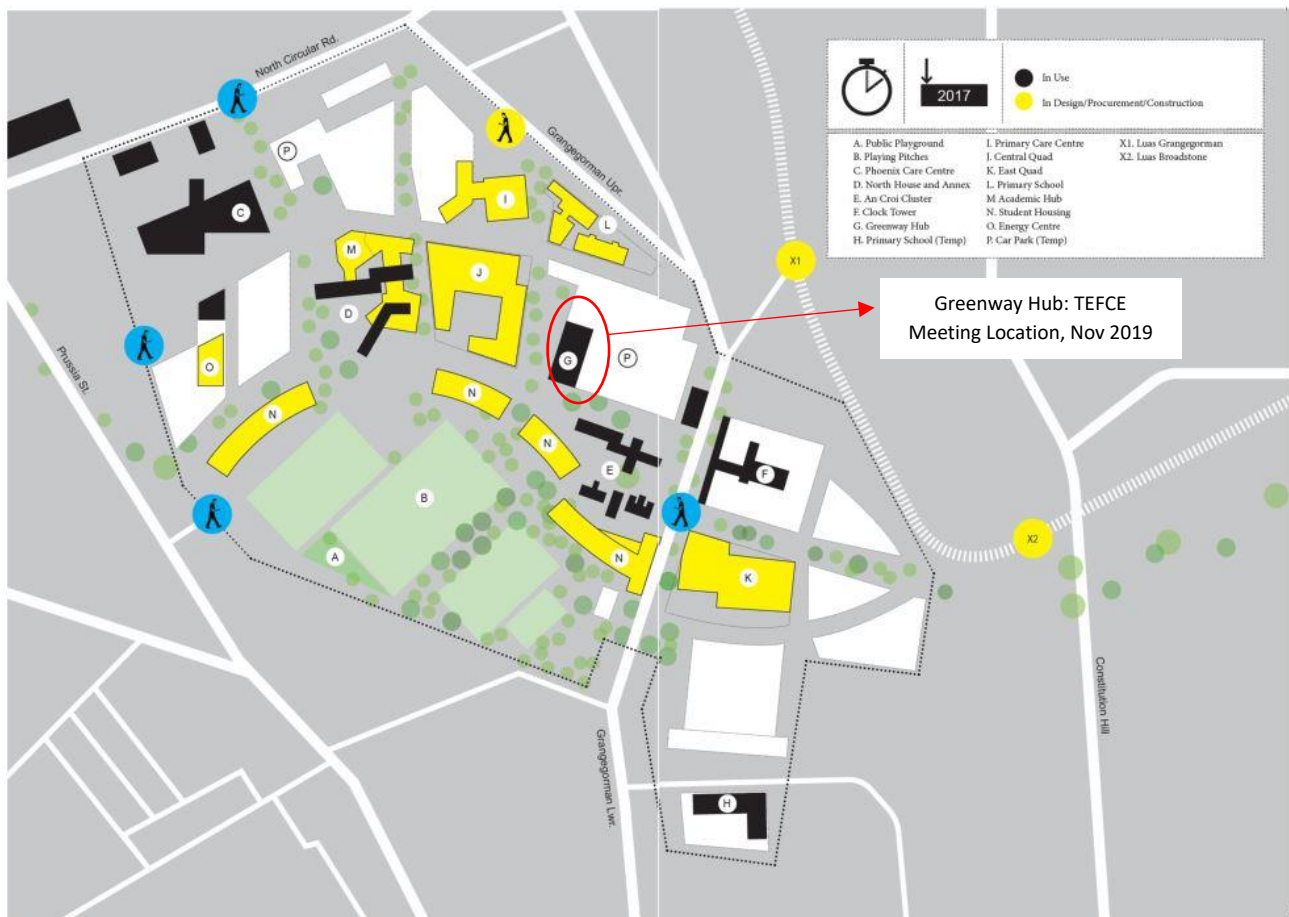




IV. TRAVEL AND LOCAL TRANSFER INFORMATION

TU Dublin has multiple locations across the Dublin region, with campuses in Blanchardstown and Tallaght and in Dublin City Centre. The flagship campus at Grangegorman in Dublin's north inner city is under development and will welcome 10,000 students in September 2020.

The TEFCE visit will be hosted in the Greenway Hub, Grangegorman campus. A campus map is outlined below.



Full information about travelling to the Grangegorman campus within Dublin City Centre is available here:

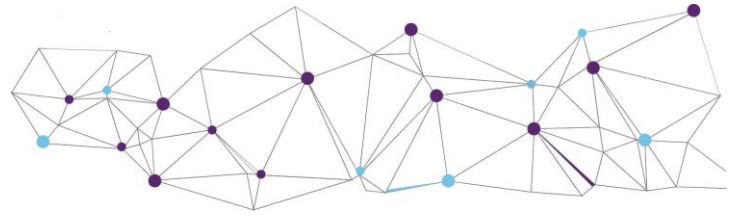
<http://www.dit.ie/media/newsimages/2014/051114%20FINAL%20NTA%20Grangegormal%20Map%20A3%20Fold%20Out.pdf>

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Dublin Airport

Dublin Airport is conveniently located approximately 10 km north of Dublin city centre with access to a large number of buses, coaches and taxis.

Dublin Airport to Smithfield (Maldron Hotel and Hendrick Hotel)

Smithfield is located just 12km from Dublin Airport. Both hotels are within easy access of the airport and main bus & rail stations and only 2 minutes' walk from the LUAS stop.

Taxi

Taxis are available from the airport, although availability may be limited during peak travel times. Journey time is approx. 30 minutes and you can expect to pay between €25.00 and €30.00 (meter dependant).

Bus

Airlink Bus 747 stops on O'Connell Street and it is a 15 minute walk to the Smithfield. Fares are approx. €10.00 return or €6.00 single for an adult, the journey time is approx. 40 minutes.

Aircoach Route 700 is accessible from Terminal 2 at Dublin Airport, the coach stops on O'Connell Street and it is a 15 minute walk to the hotel. Fares are approx. €12.00 return or €7.00 single for an adult, the journey time is approx. 40 minutes.

It is possible to take the LUAS red line from O'Connell street with a station at Smithfield.

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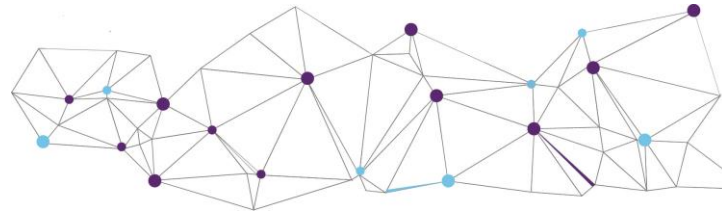


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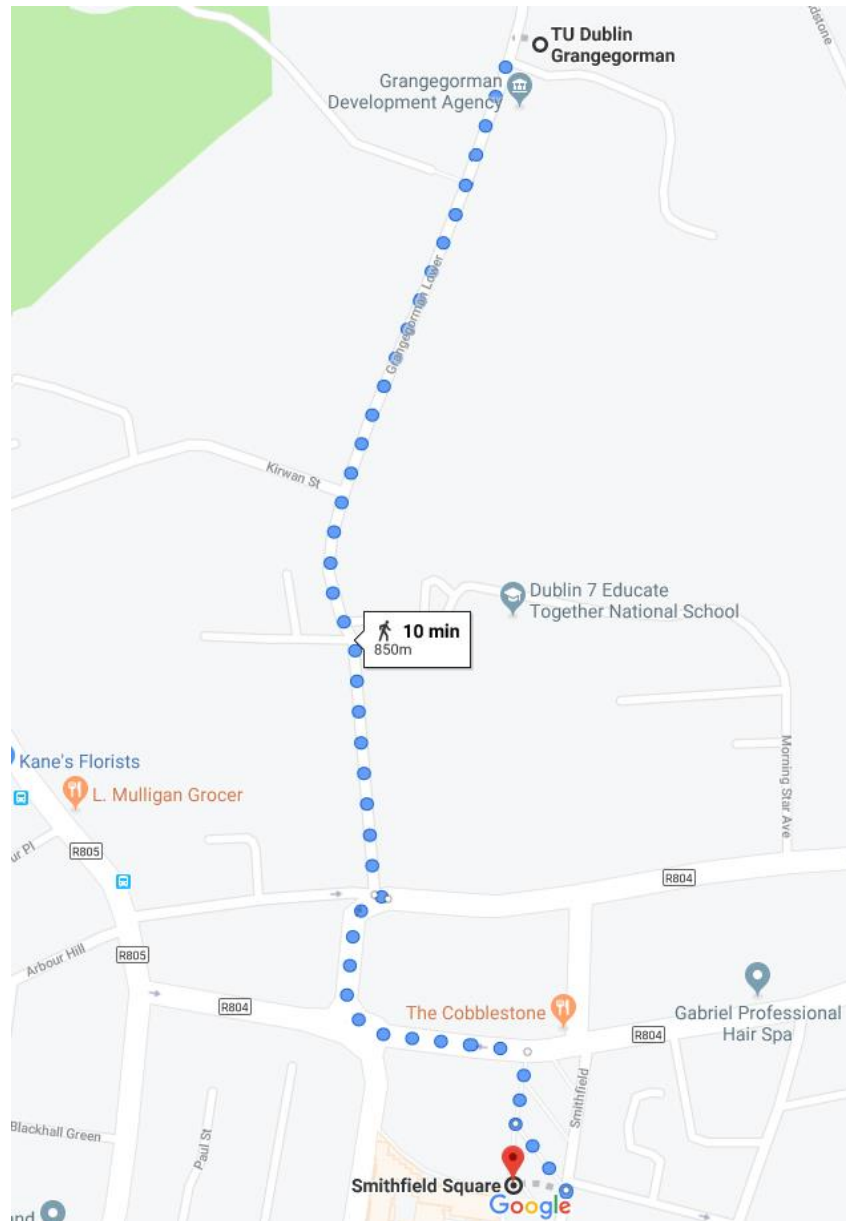


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V. MAPS

1. Smithfield Square → TU Dublin Grangegorman Campus



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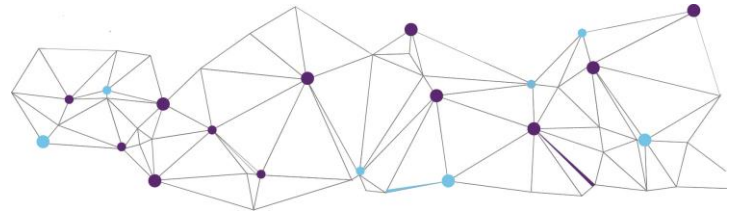


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VI. LUNCH AND DINNER ARRANGEMENTS

We have planned a common lunchtime on both Thursday and Friday (November 7th & 8th) (TU Dublin Grangegorman Campus)

On the evening of November 6th we have planned a group tour of the Old Jameson Distillery (optional whiskey tasting!), followed by a group dinner in Smithfield (each participant covering his/her own costs). The evening of November 7th begins with a group reception with the Lord Mayor of Dublin in City Hall, followed by a group dinner in a City Centre restaurant (each participant covering his/her own costs). Please send with your registration also the information if you want to take part in or not in order to arrange a reservations.

VII. USEFUL WEBSITES

Dublin Airport: <https://www.dublinairport.com>

Maldron Hotel: www.maldronhotelsmithfield.com

Hendrick Hotel: <https://www.hendrickdublin.ie/>

Dublin visitor site: <https://www.visitdublin.com>

Dublin Bus: <https://www.dublinbus.ie>

Luas: <https://www.luas.ie>

Aircoach: <https://www.aircoach.ie/>

Taxi service in Dublin: FreeNow App

Contact for further information:

TU Dublin: Emma O'Brien (+353876442102)

Email: emma.obrien@tudublin.ie

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