

## Background information for the reimbursement of travel costs

The **Slovenian Rural Development Network** shall reimburse a part of the travel and accommodation costs for a limited number of participants from foreign countries. Reimbursement shall be paid from the project **SPARCE**, which was successfully submitted to the programme **Europe for Citizens**, and implemented within the campaign for the **3<sup>rd</sup> European Rural Parliament**.

Participants who register in time (before 14 September 2017) will be reimbursed for travel costs of **up to EUR 150 per person** upon fulfilling the required **conditions** (see below), and submitting the **receipts** and **reimbursement forms**. In case of travel with more participants in the same car (carpooling), only one person from the same car is eligible for the reimbursement of a part of the travel costs at the rate EUR 0.22 per km, up to a maximum of EUR 150 per car.

### Conditions for the reimbursement of travel costs:

- participants should travel in sustainable way by using means of public transport, such as a train, bus or economy-class air travel (taxi costs are not eligible);
- filling the on-line **registration form** for the 4<sup>th</sup> SRP (**link** from the document **“Invitation”** to the 4<sup>th</sup> SRP);
- each participant should submit a written presentation about one **case** of a local or sub-regional economy from his/her country of origin (see **“Guidelines for case presentation”**);
- each participant will fill in the **survey** about Local Economies (**link** at the website of SRDN);
- **a maximum of two representatives from the same country** are eligible for the reimbursement of travel costs;
- if more than 25 participants ask for the reimbursement of travel costs, only those registered **before the quota of 25** is reached will be reimbursed.

Registered participants will get **free accommodation** in double room of Hotel Krka in Novo mesto on 21 September 2017, if:

- they register in time (until 14 September 2017) and receive confirmation from the SRDN, and
- the number of foreign participants does not exceed 25 people.

Participants will get free transportation in Slovenia on the following routes:

- Ljubljana–Šentrupert on 21 September 2017 at 9 a.m. (Travelling workshop)
- Šentrupert–Novo mesto on 21 September 2017 at 5 p.m. (after the Conference on Local Economies)
- Novo mesto–Ljubljana on 22 September 2017 at 6 p.m. (after the 4<sup>th</sup> SRP Assembly)

Participants or their organisations should cover their accommodation and meals before and after the event. Meals and refreshments during the events on 21 and 22 September 2017 are free for registered participants due to the co-financing by the partners of the 4<sup>th</sup> SRP.