



Confirmation

Dear SIPS Partners,

We are pleased to welcome you to our SIPS Study visit Programme and to our Open Space Conference from 11th to 15th September 2006 in Berlin. All in all more than 45 SIPS Partners will participate in the events. You will find enclosed a list of the participants.

Furthermore we enclose the complete programme for your stay in Berlin and Hamburg as well as handy information.

Those of you who will already start with the Study visit Programme in Berlin on 11th September 2006 (Programme 1), will meet Ms Marion Hildebrand at 14:00 on that day in the lobby of the Hotel Ibis. Those of you who have chosen the Study visit Programme 2 in Hamburg will be welcomed by Ms Eva-Maria Siegels in the Stadthaushotel Hamburg, Holstenstr. 118, 22767 Hamburg, Telephone: 040/897 00 732 (telephone no. within Hamburg).

We wish you a pleasant stay.

Peter Stadler
Marion Hildebrand
FAF gGmbH

As well as our national Equal-Partners:

Axel Grassmann und Eva-Maria Siegels, Jugend hilft Jugend-Arbeit gGmbH
Marc Henschke und Olaf E. Jahnke, Neue Arbeit gGmbH
Werner Block und Thomas Heckmann, GdW Süd, Genossenschaft der Werkstätten für behinderte Menschen
Dr. Harald Hoppe und Martin Schiffter, Bio-Catering Marbachshöhe GmbH
Anton Senner und Petra Müller, BAG Integrationsfirmen e. V.

General Information

Contact person:

If you have any questions during your stay please contact: Marion Hildebrand, FAF gGmbH, marion.hildebrand@faf-gmbh.de, mobile number 0172/313 27 02, office in Berlin, Telephone 030/251 10 66

Accommodation:

The bookings in the Hotel Ibis, Anhalter Str. 4, 10963 Berlin, tel +49 30 26 10 50, fax +49 30 26 10 52 22 have been made by you.

Travel information / Location plan:

Please find enclosed the most important location plans. In Berlin you will receive further location plans for your stay.

- When travelling via public transport in Berlin the trip from the airport Tegel/Schönefeld to the Hotel Ibis or directly to the location of the conference – Vulkan Konferenzzentrum, Kleine Alexanderstraße 28, Berlin-Mitte – takes around one hour.
- All events in the evening will take place in the city centre of Berlin. For the short trips it is not too expensive to take a taxi. You can order a taxi with the following telephone number: 030/21 01 01 (telephone number within Berlin).

Study visits on 11th September and 12th September 2006:

If in the application forms you have chosen one or two study visit programmes the study visit will start on 11th September at 2 pm and/or 12th September at 9 am. In both cases we will meet in the lobby of the Hotel Ibis. Colleagues of FAF gGmbH will join you to the respective study visit host projects.

Apart from two exceptions, all trips for the study visits will be made via public transport. If you have chosen the study visit programme no. 2 – Stadthaushotel Hamburg, Holstenstraße 118, 22767 Hamburg, tel. no. 040/897 00 732 (telephone number within Hamburg) – please book the trips via train from Berlin to Hamburg and from Hamburg to Berlin yourself. Please find enclosed information on the corresponding travel possibilities. For further information on the travel connections between Hamburg and Berlin please see: www.bahn.de (English version available).

On 12th September we offer a voluntary evening programme for your free choice.

Open Space Conference 13th to 15th September

When travelling via public transport it will take around 30 minutes from the Hotel Ibis to the location of the conference. When travelling by taxi the trip will take around 20 minutes. Please find enclosed a location plan.

On 13th September there will be a get-together dinner in the evening. The restaurant can be easily reached by foot from the Hotel Ibis.

The conference language will be English. If required we can fall back on interpreters (English/German/Polish) and English/German/Lithuanian. However generally the Open Space technique should enable us to support each other in understanding in the working groups.

Steering Group

The meeting of the steering group will take place on 14th September from half past 9 to half past 11. During these two hours those participants who do not participate in this meeting can work in small groups.

Costs

The following costs will have to be paid by the participants themselves:

- Costs for a hotel room in the Hotel Ibis in Berlin single room 83 Euro per night; double room 107 Euro per night
- Costs for the train trip from Berlin to Hamburg and Hamburg to Berlin when choosing the study visit programme no. 2 on 11th September 2006. Depending on the time of travel the costs will be around 110 Euro.
- Costs for alcoholic drinks that will be consumed on the evening of the get-together dinner (13th September) will have to be paid by the participants.
- Costs arising from the participation in the evening programmes on 12th September and 14th September depend on the chosen programme and the individually consumed drinks and meals.
- The costs for lunches and dinners outside of the open space conference will have to be paid by the participants (except from the get-together dinner on 13th September).
- The costs for the trip by taxi on 13th September from the location of the conference to the restaurant will be approximately 10 Euro.
- We recommend to buy a CityTourCard for 72 hours for 19,90 Euro or a CityTourCard for 48 hours for 14,90 Euro.

Schedule Study Visit and Open Space Conference

Arrival between 10th and 13th September 2006

Arrival: Accomodation in the Hotel Ibis Berlin Potsdamer Platz

Address: Anhalter Str. 4, Berlin, Fax: +49 30 26 10 52 22

11th September Study visits

14:00 – 18:00 Study visits; **two programmes**
Transport via public transport / train
From 18:00 on Free evening

12th September Study visits

9:00 – 19:30 Study visits; **two programmes**
Transport via public transport
20:00 Meeting in the Hotel Ibis, Lobby
Voluntary evening programme for your free choice
You can decide spontaneously if you wish to participate

13th September Open Space Conference

14:00 - 19:00 Open Space
19:00 End of the today's conference
19:30 Get-together dinner in the restaurant Gropius (social firm); transport by taxi
20:00 Presentation of Mosaik-Services (largest organisation of social firms in Berlin)

14th September Open Space Conference

9:00 – 18:30	Open Space
9:30 – 11.30	Meeting of the steering group
18:30	End of today's conference
20:00	Meeting in the Hotel Ibis, Lobby
	Voluntary evening programme for your free choice
	You can decide spontaneously on that evening if you wish to participate

15th September Open Space Conference

9:00 – 12:30	Open Space
12:30	End of conference

Programme

Monday, 11th September

STUDY VISITS

14:00 – 18:00 Study visits / **two programmes**
Transport via public transport / train
From 18:00 on Free evening

STUDY VISIT PROGRAMMES:

1) **PROFESSIONAL INTEGRATION SERVICE, Berlin**

Escort: Marion Hildebrand, 14 participants

14:00 Meeting in the Hotel Ibis, Lobby
14:00 – 15:00 Transport via public transport
15:00 – 17:00 Integrationsfachdienst (= professional integration service); Service for counselling and arrangements for severely disabled people

2) **STADTHAUSHOTEL HAMBURG**

In the morning / at midday: Trip to Hamburg (please find enclosed the location plans)

Escort: Eva-Maria Siegels, 3 participants

15:00 – 17:00 Stadthaushotel Hamburg,
Holstenstr. 118, 22767 Hamburg,
Tel.: 040/897 00 732 (Telephone number within Hamburg), contact: Ms Eva-Maria Siegels, social firms

From 18:00 on Trip back to Berlin

Programme

Tuesday, 12th September

STUDY VISITS:

- 9:00 – 19:30 Study visits; **two programmes**
Transport via public transport / walk
- 20:00 Meeting in the Hotel Ibis, Lobby
Voluntary evening programme for your free choice
You can decide spontaneously on that evening if you wish to participate.

STUDY VISITS PROGRAMMES:

3) ENTERABILITY AND FAF GRÜNDUNGSBERATUNG / CAP-MARKT / KUHHORST, BERLIN AND SURROUNDING

Escort: Natascha Dönges and Michael Weiß, 13 participants

- 9:00 Meeting in the Hotel Ibis, Lobby
- 9:00 – 9:30 Walk (around 20 minutes)
- 9:30 – 11.15 EnterAbility, model project innovative qualification / FAF Gründungsberatung (= advice for setting up a business), part of the EU-project "Go!Unlimited"
- 11:45 – 12:30 Lunch (in the canteen of the Federal Employment Agency; part of the Lebenswelten Restorations gGmbH, a social firm for severely disabled people)
- 12:30 – 13:30 Transport via public transport
- 13:30 – 15:00 CAP-Markt, social firm
- 15:00 – 17:00 Transport via public transport
- 17:00 – 18:30 Ökohof Kuhhorst, social firm
- 18:30 – 19:30 Trip back to Berlin
- 20:00 Meeting in the Hotel Ibis, Lobby
Voluntary evening programme for one's own choice:
1) Bar in Kreuzberg (multicultural district of Berlin)
2) Mauermuseum (at Checkpoint Charlie)

4) ENTERABILITY AND FAF GRÜNDUNGSBERATUNG / AGENZIA SERVICEAGENTUR, COFFEE SHOP AND LAUNDRY / KUHHORST, BERLIN AND SURROUNDING

Escort: Natascha Dönges, Michael Weiß, 7 participants

9:00	Meeting in the Hotel Ibis, Lobby
9:00 – 9:30	Walk (around 20 minutes)
9:30 – 11:15	EnterAbility, model project innovative qualification / FAF Gründungsberatung (= advice for setting up a business), part of the EU-project "Go!Unlimited"
11:45 – 12:30	Lunch (in the cantine of the Federal Employment Agency; part of the Lebenswelten Restaurations gGmbH, a social firm for severely disabled people)
12:30 – 13:30	Transport via public transport
13:30 – 15:00	Agenzia Serviceagentur, Coffee Shop and Laundry, one existing project, two projects are being planned
15:00 – 17:00	Transport via public transport
17:00 – 18:30	Ökohof Kuhhorst, social firm
18:30 – 19:30	Trip back to Berlin
20:00	Meeting in the Hotel Ibis, Lobby; Voluntary evening programme for one's own choice: 1) Bar in Kreuzberg (multicultural district of Berlin) 2) Mauermuseum (at Checkpoint Charlie)

Programme

Wednesday, 13th September

Vulkan Konferenzzentrum, Kleine Alexanderstraße 28, Berlin

OPEN SPACE CONFERENCE

Title: „Creating a European social franchising and replication network“

In the morning: eventually arrival of participants

14:00	Welcome and opening (Peter Stadler)
14:45	Introducing the Process (Michael M. Pannwitz)
16:15	Begin of Breakout Sessions
18:45	Evening News and further issues
19:00	Close for today
19:30	Get-together dinner in the restaurant Gropius (socialfirm) Transport by taxi
20:00	Presentation of Mosaik-Services (largest organisation of social firms in Berlin)

Programme

Thursday, 14th September

Vulkan Konferenzzentrum, Kleine Alexanderstraße 28, Berlin

OPEN SPACE CONFERENCE

Title: „Creating a European social franchising and replication network“

9:00	Morning News and further issues
9:30-11:30	Meeting of the steering group. (During these two hours those participants who do not participate in this meeting can work in small groups).
9:30	Begin of Breakout Sessions
17:15	Reading and Augmenting report sheets
18:15	Evening News
18:30	Close for today
20:00	Meeting in the Hotel Ibis, Lobby Voluntary evening programme for your free choice You can decide spontaneously on that evening if you wish to participate: 1) Dinner / Reichstag (building) 2) Bar in Berlin-center

Programme

Friday, 15th September

Vulkan Konferenzzentrum, Kleine Alexanderstraße 28, Berlin

OPEN SPACE CONFERENCE

Title: „Creating a European social franchising and replication network“

9:00	Morning News and Schedule for the morning
9:15	Outlook and Action Planning
12:00	Closing Circle
12:30	Close of Event