



Dear IIPE participants,

We eagerly await your arrival to Innsbruck and we very much look forward to meeting you. In order to ensure a smooth arrival and pleasant stay, we would like to inform you of some logistical matters.

**Please print this letter and keep it with you as you travel, as it contains important and useful information.**

## FINAL REMINDERS

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**Fees overdue:** All fees are due in advance of the IIPE. Please be sure to transfer any balances you owe before arriving to IIPE. [www.i-i-p-e.org/iipe2017/participants/#fees](http://www.i-i-p-e.org/iipe2017/participants/#fees)

**Travel / emergency contact forms due:** Please submit your emergency contact information and travel details as soon as possible. [www.i-i-p-e.org/iipe2017/participants/travel/](http://www.i-i-p-e.org/iipe2017/participants/travel/)

## ARRIVING TO THE GRILLHOF SEMINAR CENTER

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We look forward to your arrival at the Grillhof Seminar Center on August 27. Someone from the organizing team will be there to meet you and check you in at the reception.

Grillhof Seminar Center Address:

Tiroler Bildungsinstitut Grillhof  
Grillhofweg 100  
6080 Vill/Igls, Austria  
Phone: +43 512 38380  
<https://www.tirol.gv.at/bildung/bildungsinstitut-grillhof/>

During the day, the **inner-city bus line number J** runs between downtown Innsbruck and Vill. To get to Vill, board at any stop downtown going in the direction "Patscherkofelbahn, Olympiaexpress". Bus stops close to the main train station are, for example at **Bozner Platz** or **Landesmuseum**. Get off at the stop Vill.

Enter the road called "Grillhofweg" (look for the green sign saying "Grillhof" that points the direction) and walk uphill until the end of the road, where you will find the Seminar Center. With luggage, it is a bit exhausting, because the path is quite steep but not very far.

Busses run the whole week round from 06:00am to 10:30pm.

A **taxi** from the main train station to the Grillhof Seminar Center during daytime costs about € 15 to € 17 and a little bit more after 6:00pm.

**Innsbruck airport:** If you arrive via the airport there is a bus line running downtown - **line F**. Board line F until the stop "Landesmuseum" and from there take the line J as described above.

**From the Munich Airport:** shuttle details can be found here - [www.i-i-p-e.org/iipe2017/participants/](http://www.i-i-p-e.org/iipe2017/participants/)

## AUGUST 27 SCHEDULE

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**The August 27 schedule will be generally informal**, as people will be arriving to Innsbruck from far away destinations throughout the day. Please note the following times:

All day	Check-in and Registration (Reception)
All day	Casual Socializing / Snacks (Reception and Recreation Room: Weber)
2:30pm	Local Participants Asked to Arrive

3:00pm	Gathering for Informal Welcoming Activities / Ice Breakers (Reception)
5:00 pm	Reflection Group Facilitators and Plenary Moderators Meeting (Room: Nordkette)
6:00 pm	Welcome Dinner (Room: Restaurant)
7:00 pm	Loving Kindness Meditation led by Sara Hagel (Room: Saal Tirol)

**You may also preview the program for the entire week.** Please do not print this program, as a final version will be provided upon arrival. [http://www.i-i-p-e.org/wp-content/uploads/2017/08/IPE\\_2017\\_Program.pdf](http://www.i-i-p-e.org/wp-content/uploads/2017/08/IPE_2017_Program.pdf)

### **SPECIAL PUBLIC DAY PROGRAM**

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On August 31 from 12:30pm – 6:00pm we will open the IPE for a special public day program. This is an opportunity for us to share with and learn from local educators and activists.

You are encouraged to invited nearby educators and colleagues for this special session. Details and registration instructions can be found online: [www.i-i-p-e.org/iipe2017/#public](http://www.i-i-p-e.org/iipe2017/#public)

### **“CULTURE” / TALENT / CELEBRATION NIGHT**

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On Friday night we will have a celebratory culture / talent showcase. This is an opportunity to share cultural traditions (culture defined very widely – including geographical, spiritual, and identity-based traditions... such as “my culture is a feminist peace activist!”) and other talents from song to poetry to short theatre performances. You could also simply share a special treat or candy from your country. There are no limits (beyond time) to the traditions or talents you wish to share.

### **WHAT TO BRING**

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**General Items:** Please be sure to bring a small book bag or tote, toiletries (tooth brush, shampoo, soap, etc) and casual clothing, as Innsbruck can be very hot and humid this time of year. Although you will be provided with a towel and linens, you may also bring your own towel for convenience. We also recommend bringing clothing to adapt to rapid changes in weather (a light sweater, jacket, rain coat, etc).

**Excursion to Native Spirit:** For our day excursion to Native Spirit we will be outdoors. You are requested to bring a:

- **Valid passport** (border crossing Switzerland – Austria) **\*REQUIRED!**
- Comfortable outdoor clothing
- Rain jacket
- Sturdy shoes (for walking outdoors)
- Bathing suit and towel (optional)
- Water bottle
- Warm clothing (for weather changes – we will be in the mountains)
- Seat cushion - or something for sitting on the ground (optional)
- Flip flops or sandals (optional)

**Workshop / Plenary items:** If you will be giving a workshop or plenary presentation we would like to remind you to bring any of the necessary resources you will need. The IPE will be able to provide most basic resources, including: some computers and projectors for videos and PowerPoint presentations, internet access, flip charts with markers and paper. If you are a Mac user, remember to bring the adapter that allows you to connect the computer to the projector cable. You should plan to bring any special resources that you require as we cannot guarantee to have these resources available. We also request that you bring copies of any handouts you would like to share. For workshops, we suggest 15 copies – for plenaries you will need 70. We will have limited access to a copier during the week so it is important that you bring these resources with you.

### **Short Checklist: Items to Bring**

- Book bag or tote
- Toiletries
- Casual clothing
- Light jacket / sweater
- Sturdy walking shoes
- Cultural items to share

- Rain Jacket (or small umbrella)
- Sneakers or similar for excursion day
- Handouts and materials for your workshop / plenary
- Valid passport (border crossing Switzerland – Austria) \*REQUIRED!
- Comfortable outdoor clothing
- Sturdy shoes (for walking outdoors)
- Bathing suit and towel
- Water bottle
- Warm clothing
- Seat cushion (or something for sitting on the ground)
- Flip flops or sandals

## **CONTACT NUMBERS**

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In case of emergency we recommend you provide the following phone numbers to your friends or family members.

Dr. Josefina Echavarría Alvarez, MA  
Unit for Peace and Conflict Studies, University of Innsbruck  
Phone +43 69911931372  
Email: [austrialogistics@i-i-p-e.org](mailto:austrialogistics@i-i-p-e.org)

Grillhof Seminar Center  
Phone: +43 512 38380  
Email: [office@grillhof.at](mailto:office@grillhof.at)

## **A FEW LAST DETAILS**

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Please recall that all participants must sign the legal waiver form upon arrival before participating. Please also note this letter and all other required forms and participation information are available online at <http://www.i-i-p-e.org/iipe2017/participants>

We look forward to seeing you very soon and wish you safe and happy travels!

Warm regards,

The IIPE 2017 Organizing Team