



WINGS
WORLDWIDE INITIATIVES
FOR GRANTMAKER SUPPORT



**Strengthening Peer Learning
in the WINGS Network
September 10-12, 2008
Brussels, Belgium**

General Information

Meeting Venue

The peer learning event will be held at the:

European Foundation Centre (EFC)
51 Rue de la Concorde
1050 Brussels, Belgium
Tel +32 2 512 8938, Fax +32 2 512 3265, www.efc.be

Accommodation

The EFC and WINGS have arranged for accommodation of participants at the Argus Hotel Brussels, a comfortable 3-star hotel which is a five-minute walk from the EFC:

Argus Hotel Brussels
6 Rue Capitaine Crespel
1050 Brussels, Belgium
Tel +32 2 514 0770, Fax +32 2 514 1222, www.hotel-argus.be

The hotel staff will be more than happy to assist you with directions on how to get to the EFC from the hotel.

The room rates are €95 per night for a single room and €105 per night for a twin room, inclusive of taxes and continental breakfast. Participants are responsible for settling their respective accommodation costs upon checkout. The hotel accepts all major credit cards. Where WINGS agrees scholarship support for hotel accommodation, it will cover up to three nights stay. Please note that WINGS will not pay for any additional costs such as extended stay at the hotel, phone calls, fax messages, etc.

For any concerns about your accommodation and other logistics, please contact Gina Estipona at WINGS gina@wingsweb.org or Wendy Richardson at the EFC wrichardson@efc.be.

Local Transport

From Brussels International Airport (Zaventem), you can travel to Argus Hotel or directly to the EFC offices either by taxi or by train (Airport City Express). The average taxi fare ranges from €30 to €40 depending on the traffic.

The train station is on level -1 of the airport. Trains run to the center of Brussels every 15 minutes; the cost is €2.80 one way. Get off at Gare du Midi stop (this is the South train station in Brussels), and from there take the Metro Line 2 (orange line), direction Simonis. Get off at the Louise stop, which is within a short walk to both the EFC and the Argus Hotel. Attached is a map from the Louise Metro station to the hotel.

Meals

Continental breakfast, which is included in the hotel's rates, is available from 7 am to 10:30 am. Lunch for September 10, 11 and 12 will be provided at the meeting venue. EFC is also making arrangements for dinner of the whole group on September 10 and 11. Details will be announced at the PLE. WINGS will cover the costs of the said lunches and group dinners.

Climate and Meeting Attire

Light, business casual is recommended for the peer learning event, and sweaters or light coats would be very useful especially when going out in the evenings. September is the start of autumn/fall in Brussels and the weather normally ranges from 10°C (50°F) to 19°C (66°F), with occasional rains.

Language

The peer learning event will be held in English. While Brussels is theoretically bilingual, speaking both French and Dutch, the city has become more multi-lingual than ever with the European Union institutions and many international companies setting up shop in Brussels.

Internet Facilities

WiFi access is available throughout the EFC building and at the Argus Hotel, free of charge.

Electricity

In Belgium, the voltage runs at 220v a/c. Plugs are 2 pin so please bring an adaptor should you need one.

Currency

The unit of currency accepted in Brussels is the Euro (€). At the present exchange rates, €1 is approximately US\$1.45.

Cancellation

Should you need to withdraw participation due to an unavoidable circumstance, we request you to contact the WINGS Secretariat at gina@wingsweb.org as soon as possible.

Extra travel tips

If you plan to add some personal time to your visit, here is one website you might find useful: <http://www.brusselsinternational.be/wabxlint/en/visitor/brussels-tourism-visit.act>

Safe travels and we look forward to seeing you in Brussels!