

99007009027000

# Apply for an activation and placement voucher or allocation, measures with a provider (MAT)

Heruntergeladen am 21.07.2025

<https://fimportal.de/xzufi-services/6000900-99007009027000/L100009>

| Modul                     | Sachverhalt   |
|---------------------------|---|
| Leistungsschlüssel        | 99007009027000  |
| Leistungsbezeichnung I    | Apply for an activation and placement voucher or allocation, measures with a provider (MAT) |
| Leistungsbezeichnung II   | Apply for an activation and placement voucher or allocation, measures with a provider (MAT) |
| Typisierung               | 2 - Bundesauftragsverwaltung: Regelung, 1 - Bund: Regelung und Vollzug                      |
| Quellredaktion            | Sachsen   |
| Freigabestatus Katalog    | unbestimmter Freigabestatus   |
| Freigabestatus Bibliothek | unbestimmter Freigabestatus   |
| Begriffe im Kontext       |   |
| Leistungstyp              |   |
| Leistungsgruppierung      |   |
| Verrichtungskennung       |   |

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| SDG-Informationsbereich       |  |
| Lagen Portalverbund           |  |
| Einheitlicher Ansprechpartner |  |
| Fachlich freigegeben am       |  |
| Fachlich freigegeben durch    |  |
| Handlungsgrundlage            | <ul style="list-style-type: none"> <li>• § 16 Sozialgesetzbuch Drittes Buch (SGB III) - Arbeitslose</li> <li>• § 45 SGB III - Maßnahmen zur Aktivierung und beruflichen Eingliederung</li> </ul>   |
| Teaser                        | If you are unemployed or at risk of unemployment, you have the opportunity to take part in a measure to support your professional integration.   |
| Volltext                      | <p>Measures for activation and vocational integration (MAbE) in accordance with Section 45 of the Third Book of the German Social Code (SGB III)</p> <p>If you are unemployed or at risk of unemployment, you have the opportunity to take part in a measure to support your professional integration.</p> <p>Selectable contents</p> <p>(individually or in combination)</p> <ul style="list-style-type: none"> <li>• Introduction to the training and labour market, and identification, reduction or removal of obstacles to placement,</li> <li>• Placement in employment subject to compulsory insurance,</li> <li>• Introduction to self-employment or</li> <li>• Stabilisation of employment</li> </ul> <p>People seeking training can only be supported by measures that include the introduction to the training market. Your placement and counselling specialist will decide whether the service is necessary.</p> <p>Access to the measures takes place through an</p> |

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|                          | <p>assignment or within the framework of an activation and placement voucher.</p> <p>Scope of support</p> <p>Reasonable costs for participation will be covered so far this is necessary for professional integration. If necessary, you can receive, for example, travel costs to the programme or childcare costs that are additionally incurred due to participation in the programme. The support can also be limited to the continued payment of unemployment benefit.</p> <p>Please discuss which necessary costs can be reimbursed in individual cases with your personal contact at the employment agency.</p> <p>Online application</p> <p>Customers can be activated for the eService via VerBIS by their responsible placement and counselling specialist in order to apply for participation in a measure or to upload participation-related documents (for example declaration form). The prerequisite for this is that the customer has given their consent to this in their account.</p> |
| Erforderliche Unterlagen | Informal application  |
| Voraussetzungen          | <ul style="list-style-type: none"> <li>• You are looking for training, at risk of unemployment and looking for work, are unemployed or you are a foreign national who falls under the provisions of 39a SGB III.</li> <li>• In order to improve your chances of being placed in employment subject to compulsory insurance, you and/or your placement and counselling specialist have identified a need for support.</li> <li>• The measures required for this and the next steps were discussed with you and set out in an integration agreement.</li> </ul>   |
| Kosten                   | none  |
| Verfahrensablauf         | <p>You submit an informal application to your employment agency, preferably in person during a counselling session or in writing (letter, fax),</p>   |

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electronically (e-mail, online) or by telephone, stating your customer number.

- Your responsible placement and counselling specialist will check whether you meet the requirements for funding and which measure is appropriate for you.
- Finally, it will be clarified whether you will be assigned to a measure purchased by the Employment Agency or whether you will receive an activation and placement voucher to look for a measure yourself.

### Option 1: Participation through assignment

- Your individual support needs can be covered by a measure already purchased by the employment agency.
- In this case, you will receive a letter of assignment to participate in this programme, which describes the duration of your participation as well as the correct choice of content.

### Option 2: Participation by redeeming the activation and placement voucher

- There is no purchased programme with comparable content available for your individual support needs in the near future.
- You can use the activation and placement voucher to find a provider offering a suitable programme yourself. You will find the relevant information on your voucher.
- Ask the provider about its licence in accordance with §§ 176 ff. of SGB III.
- The providers must be authorised by a competent body in order to carry out employment promotion measures or have them carried out.
- The selected provider must submit the activation and placement voucher to the Employment Agency before the measure begins.
- If all requirements are met, you will receive a notification of authorisation to participate in the measure with (legal consequences) instructions and the declaration form for the reimbursement of costs.
- The organiser of the measure will be informed by means of a duplicate of the approval notice.

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|                              | <ul style="list-style-type: none"> <li>You can only start the programme once you have been notified.</li> </ul> <p>Please note!</p> <ul style="list-style-type: none"> <li>If participation in a specific programme cannot be approved, you will receive a rejection notice. The programme provider will receive a copy of this.</li> <li>Your activation and placement voucher itself remains valid. It still authorises you to select a measure provider in accordance with the requirements of the voucher.</li> </ul> <p>Further procedure</p> <ul style="list-style-type: none"> <li>You will discuss the results of the measure and any further follow-up activities with your placement and counselling specialist as soon as the measure ends.</li> </ul> |
| Bearbeitungsdauer            |   |
| Frist                        | <ul style="list-style-type: none"> <li>Vocational skills training: up to eight weeks</li> <li>if organised by a company: maximum six weeks per measure</li> </ul>   |
| weiterführende Informationen |   |
| Hinweise                     | Longer-term training to impart vocational skills can only be provided within the framework of support for continuing vocational training in accordance with §§ 81 ff. SGB III or the promotion of vocational training.  |
| Rechtsbehelf                 | Objection (details in the notification)   |
| Kurztext                     |   |
| Ansprechpunkt                |   |
| Zuständige Stelle            |   |
| Formulare                    |   |
| Ursprungsportal              |   |