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# Voluntary work Promotion

Heruntergeladen am 05.07.2025

<https://fimportal.de/xzufi-services/108389944/L100041>

Modul	Sachverhalt
Leistungsschlüssel	99030003027000, 99030003027000
Leistungsbezeichnung I	Voluntary work Promotion
Leistungsbezeichnung II	
Typisierung	4 - Land: Regelung
Quellredaktion	Brandenburg
Freigabestatus Katalog	unbestimmter Freigabestatus
Freigabestatus Bibliothek	unbestimmter Freigabestatus
Begriffe im Kontext	
Leistungstyp	Leistungsobjekt mit Verrichtung
Leistungsgruppierung	Bürgerengagement (030)
Verrichtungskennung	Förderung (027)
SDG-Informationsbereich	
Lagen Portalverbund	Engagement und Beteiligung (1100100)
Einheitlicher Ansprechpartner	Nein
Fachlich freigegeben am	12.07.2020

Modul	Sachverhalt
Fachlich freigegeben durch	State Chancellery of the State of Brandenburg
Handlungsgrundlage	
Teaser	You can apply for a volunteer card with discounts from cooperation partners at the State Chancellery.
Volltext	<p>The joint volunteer card of the states of Brandenburg and Berlin is issued to citizens who show outstanding commitment to the community. The volunteer card can be awarded to anyone who:</p> <ul style="list-style-type: none"> <li>- has been involved for at least one year for 200 hours,</li> <li>- performs voluntary work in Brandenburg or Berlin and</li> <li>- intends to continue the voluntary work.</li> </ul> <p>The volunteer work must not be associated with any remuneration or expense allowance that goes beyond the reimbursement of expenses. Proof of the type and scope of the voluntary work is provided by the organization in which the voluntary work is carried out.</p> <p>The volunteer card can also be applied for by Juleica holders.</p> <p>The three-year term of the volunteer card begins on the date of issue. It is provided in credit card format, is personal and non-transferable. After expiry, the volunteer card can be applied for again.</p> <p>The cardholder receives various discounts from designated partners of the volunteer card in Brandenburg and Berlin, such as museums, cultural institutions, stores, restaurants and other service providers. An overview of all partners and discounts can be found at <a href="http://www.ehrenamt-in-brandenburg.de/ehrenamtskarte">www.ehrenamt-in-brandenburg.de/ehrenamtskarte</a>.</p>
Erforderliche Unterlagen	<p>Completed application confirmed by the relevant organization</p> <p><a href="https://ehrenamt-in-brandenburg.de/anererkennung/ehrenamtskarte">https://ehrenamt-in-brandenburg.de/anererkennung/ehrenamtskarte</a></p>

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	<a href="https://ehrenamt-in-brandenburg.de/anererkennung/ehrenamtskarte">https://ehrenamt-in-brandenburg.de/anererkennung/ehrenamtskarte</a>
Voraussetzungen	<ul style="list-style-type: none"> <li>- at least one year of voluntary work amounting to 200 hours;</li> <li>- Exercise of the honorary office in Brandenburg or Berlin;</li> <li>- Intention to continue the voluntary work;</li> <li>- Confirmation of the organization for which the voluntary work is carried out</li> </ul>
Kosten	
Verfahrensablauf	<p>Individual application:</p> <p>You can apply for an honorary card in writing using the form provided:</p> <p>Open the form at <a href="https://ehrenamt-in-brandenburg.de/anererkennung/ehrenamtskarte/">https://ehrenamt-in-brandenburg.de/anererkennung/ehrenamtskarte/</a> as a pdf and fill it out online. Then print it out and sign it.</p> <p>Send the completed form to the organization for which you are volunteering for their signature confirmation;</p> <p>Send the completed form to the address given on the form.</p> <p>You will receive your volunteer card in credit card format by post after your application has been checked.</p> <p>Collective application for organizations:</p> <p>The volunteer card can be ordered by all non-profit organizations in which volunteers are active. With an online form organizations can submit a collective application for their volunteers.</p> <p>Open the form at <a href="https://ehrenamt-in-brandenburg.de/anererkennung-2">https://ehrenamt-in-brandenburg.de/anererkennung-2</a></p>

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	<p>/ehrenamtskarte-2/ehrenamtskarte-sammelantrag/ and complete it online .</p> <p>After submitting the online form, you will be contacted by the Brandenburg State Chancellery by e-mail.</p> <p>You will receive:</p> <ul style="list-style-type: none"> <li>• a password-protected table in which you must enter the names of the volunteers.</li> <li>• a data protection declaration that each volunteer must sign.</li> </ul> <p>By returning the table by e-mail, you confirm that the application list has been completed correctly and that the data protection guidelines have been observed.</p> <p>After receiving the completed table, the State Chancellery will produce the personalized volunteer cards, which will then be sent to you by post. It may take 2-3 weeks to process your application.</p> <p>Please give the volunteer cards to your volunteers as soon as possible (no later than three months after receiving the cards). The organization decides on the method of distribution (mailing, personal presentation).</p>
Bearbeitungsdauer	2 to 3 weeks
Frist	
weiterführende Informationen	<a href="https://ehrenamt-in-brandenburg.de/anerkennung/ehrenamtskarte/">https://ehrenamt-in-brandenburg.de/anerkennung/ehrenamtskarte/</a> <a href="https://ehrenamt-in-brandenburg.de/anerkennung/ehrenamtskarte/">https://ehrenamt-in-brandenburg.de/anerkennung/ehrenamtskarte/</a>
Hinweise	
Rechtsbehelf	
Kurztext	<ul style="list-style-type: none"> <li>• Issue of a volunteer card if the requirements are met;</li> <li>• enables the use of benefits from cooperation partners in the states of Brandenburg and Berlin;</li> <li>• Issued upon application by the volunteer and confirmation from the organization in or for which the</li> </ul>

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	voluntary activity is carried out; • Non-profit organizations can also submit collective applications for their volunteers.
Ansprechpunkt	
Zuständige Stelle	<p>Coordination office for civic engagement</p> <p>State Chancellery of the State of Brandenburg - Department 14</p> <p>Heinrich-Mann-Allee 107</p> <p>14473 Potsdam</p> <p>Telephone: 0331 866 1008</p> <p>Fax: 0331 866 1133</p> <p>E-mail: <a href="mailto:ehrenamtskarte@stk.brandenburg.de">ehrenamtskarte@stk.brandenburg.de</a></p> <p><a href="http://www.ehrenamt-in-brandenburg.de">www.ehrenamt-in-brandenburg.de</a></p> <p>Holders of the "Juleica" in Brandenburg should send their application to the following address:</p> <p>Fachstelle</p> <p>Landesjugendring Brandenburg</p> <p>Breite Straße 7a</p> <p>14467 PotsdamTel.: 0331 620 75 55</p> <p>Fax: 0331 620 75 38</p>
Formulare	Online procedure possible: Yes, for collective application for organizations
Ursprungsportal	Voluntary work Promotion, Ehrenamtliche Tätigkeit Förderung