

Application Information for Benefits from the German Education and Participation Package (Bildungs- und Teilhabepaket = BuT)

Are you currently a recipient of subsidized housing benefits, childcare support benefits, SGB XII benefits, applicants for asylum disbursements or SGB II benefits (Hartz IV)?

If you are, you or your children may also be entitled to benefits under the Education and Participation Package, such as lunch benefits, school excursion/field trip support, tutoring and participation benefits.

Which government agency is in charge of my benefits? Whom do I contact if I should have problems filing my applications?

The local social services office / County Administration (Kreishaus) Olpe:

- Subsidized housing benefits
- Childcare support benefits
- SGB XII benefits
- Benefits for applicants for asylum

Jobcenter Olpe / Attendorn / Lennestadt:

- SGB II benefits (Hartz IV)

These agencies will also provide you with the application forms. As a rule, completing the forms will be sufficient. However, if you submit your application with a social services office, you will have to attach a copy of the benefits notice (e.g. copy of your eligibility for subsidized housing benefits notice) to your application. The local social services offices and the Jobcenter will be pleased to assist you.

Which deadlines will I have to comply with?

First and foremost, you will have to file your application before using the benefit. It may be possible to obtain retroactive benefit payments by submitting receipts / bills. For details, please contact the competent government agency.

As of what date will the benefits be disbursed?

The approval period will be specified in the benefits eligibility notice. Benefits paid under the BuT paid or utilized prior to said date cannot be carried forward.

To make sure that a continuation of benefits is approved in due time, you will have to file an extension application prior to the end of the approval period specified in the notification.

What should I do with the benefits eligibility notice? Who do I have to share the information it contains with?

- | | |
|---------------------------------|--|
| • Tutoring support | Tutor/the tutoring institution |
| • Lunch | School / childcare facility / Lennestadt: Mrs. Heß (Town Hall) |
| • School excursions/field trips | School / childcare facility |
| • Participation | Club / association / music school, etc. |

As a rule, the benefits, e.g. for lunch and supplements to membership fees, are disbursed directly to the service provider.

What do I have to do if my situation no longer meets the eligibility requirements or changes?

If you should no longer qualify for the social services benefit (e.g. subsidized housing benefits), you will have to notify the social services office immediately. Moreover, you will have to advise the service providers (e.g. sports club, school, tutor) about the changes, as this may result in non-eligibility for the BuT benefits.

To obtain more detailed information you may also visit

- www.kreis-olpe.de

(→ *Education & Social Services* → *Children, Adolescents & Family* → *Education and Participation Package*).

or through

- **Services offered by the Jobcenter**
(Tel.: 49-(0)2761 / 94126205, e-mail: Jobcenter-Olpe@jobcenter-ge.de)