

**This questionnaire should be answered online in German.
The English translation is just for your information.
It is provided without liability.**

Questionnaire for participants regarding the European Social fund (ESF) programs

19.12.2016

Questionnaire guidance:

The program in which you participate is co-financed through the funds of the European Social Fund (ESF). The European Union member states, so also Germany, can receive financial support from this fund. However they must prove that the granted funds are and were used in accordance with the regulations. In order to be granted these funds, some information about you must be collected, processed and used. This information is primarily needed so that the Federal Ministry of Labour and Social Affairs (BMAS) can fulfil applicable reporting obligations for the European Commission. If BMAS does not (adequately) fulfil these obligations, then it is possible that the funding (including already provided funds) will be reclaimed.

In order to fulfil the reporting obligations it is necessary to collect, process and use the information concerning your name and address as well as other personal information. Your information will be stored separately from the details of your name and address. However, a neutral designator (i.e. a number) will be used to storage your data, so that under definite conditions the information can be traced back to the corresponding participant names (pseudonymisation). It will only take place if it is necessary to control that the funds of the European Union are and were used in accordance with the regulations and if the program results have to be scientifically evaluated.

Answering the questions is voluntary, but support cannot be provided to individuals who do not answer the red highlighted mandatory questions. However, this does not apply to the questions concerning disability, migration background or any other possible disadvantages (see questionnaire no. 20-25). Refusing to answer these voluntary questions will not affect your program participation.

The body carrying out this measure is charged with collecting, processing and using the necessary information about you. He is obliged to adhere to legal data protection provisions.

Please contact the following institution if you wish to assert your rights according to § 6 of the German Federal Data Protection Act (BDSG) to access and inspect your data (§§ 19 and 34 BDSG), to demand the correction, deletion or blocking of your stored personal data (§§ 28 and 35 BDSG):

Forschungszentrum Jülich GmbH
Project Management Jülich
Berlin Office
Zimmerstraße 26-27
10969 Berlin

Contact person
Ms. Renate Bock
Tel.: 030 / 20199-432

It is guaranteed that only a named and authorized group of employees of the Project Management institution and of BMAS has access to your personal information.

Your personal data will be deleted immediately after conclusion of the reports and evaluations for the European Commission as prescribed by Regulation (EU) No. 1303/2013. This is likely to occur not later than in 2025 with the acceptance of the final report.

We help you if you have any questions concerning these data protection guidelines, filling in this questionnaire or concerning the following declaration of consent.

The European Commission accepts no incomplete or incorrect answers to the red highlighted mandatory indicators in the questionnaire (questions about your employment status, education, age, gender and household situation). Giving incomplete or incorrect information will cause your exclusion from the program.

Declaration of consent of a participant

This ESF-program cannot be executed without the funding of the European Union. The prerequisite for receiving funding from the European Social Fund (ESF) and therefore participating in this ESF-program is the collection, processing and use of my personal data, which I provide in the following questionnaire. The survey participation is voluntary and it needs my consent. The consent is declared solely respecting the data needed to execute the Federal ESF co-funded program “EXIST – University-based business startups”. The European Commission accepts no incomplete or incorrect answers to the red highlighted mandatory indicators in the questionnaire (questions about my employment status, education, age, gender and household situation). Giving incomplete or incorrect information will make me not eligible for the participation and therefore will cause my exclusion from the program. Furthermore, the funding through the ESF-funds is not possible, if the consent is not given to using the information for direct or indirect success evaluation, including the data use for the impact analysis.

The questionnaire also includes questions concerning disability, migration background or any other possible disadvantages (see questionnaire no. 20-25). This information belongs to highly sensitive personal data. These data is not part of the “core indicators”, i.e. incomplete or missing answers to these voluntary questions will not affect my participation in the program.

1. I have received the questionnaire for program participants. The questionnaire was filled in by or with me. I was adequately informed about the importance of the collection, processing and use of my personal data from the following questionnaire. I consent to my personal data being collected, processed and used solely for the purpose of the execution, evaluation und control of the ESF-program. I was informed that the funding is bound to my declaration of consent.

2. I agree that the data about my career situation will be gathered at the end of the program for the purpose of the direct success evaluation of the program. Furthermore, I agree that the data about my career situation will be gathered six months after the end of the program for the purpose of the medium-term success evaluation of the program. The latter will be done as a sample evaluation. I agree that my anonymized data will be used to conduct impact analyses. The impact analyses can be executed in the form of comparative group analyses or as theory-driven analyses. The purpose of these impact analyses is to clear the effects of the ESF-funding on the level of investment priorities. The administrative authorities are obliged to conduct the impact analyses according to the Regulation (EU) on the European Structural and Investment Funds (Article 54, 56 and 114 of the Regulation (EU) No. 1303/2013). Furthermore, data about my social situation can be collected as part of a sample survey. The Project Management company or other authorized institutions may contact me in order to obtain these data. I was informed that the funding is bound to my declaration of consent.

I have read this declaration and I hereby declare my consent.

You may find below the explanatory notes which will help you answering this questionnaire.

Core indicators

7. The participant is

- female
- male

8. The participant is not 25 years old yet.

- yes
- no

9. The participant is not 27 years old yet.

- yes
- no

10. The participant is older than 54.

- yes
- no

11. The participant is currently receiving unemployment benefits from the Employment Agency or unemployment benefits II from the Jobcenter.

- no
- yes, from the Employment Agency (unemployment benefits)
- yes, from the Jobcenter (unemployment benefits II/Hartz IV)

12. The participant is registered by the Employment Agency or Jobcenter as unemployed.

12.1 - for less than 6 months

- Ja / yes
- Nein / no

12.2 - 6 - less than 12 months

- Ja / yes
- Nein / no

12.3 - for 12 months or longer

- Ja / yes
- Nein / no

If you answered the question no. 12.3 with „yes“:

In the past 12 months the participant has either:

- participated in qualification measures with a duration of more than 3 months, which were funded by the Employment Agency or Jobcenter
- started a job, funded by the Employment Agency or Jobcenter
- started a job of 15 hours per week or more
- or was incapable to work due to illness for more than 6 weeks.

- yes
- no

13. The participant is registered by the „Agentur für Arbeit“ or Jobcenter as seeking employment.

- yes
- no

14. The participant is immediately before start of the funded project:

14.1 Full- or part-time employed and his employment is subject to compulsory social insurance contributions.

yes

no

14.2 Marginally employed (also „mini-job“)

yes

no

14.3 Self-employed

yes

no

14.4 Attend a general education school

yes

no

14.5 In training in a company

yes

no

14.6 In school or non-company vocational training (vocational school, pure school education with internship components)

yes

no

14.7 A full-time university student

yes

no

14.8 Is currently completing other training or further education, e.g. further qualification measures, which were funded by the Employment Agency or Jobcenter or an internship

yes

no

14.9 not employed, but e.g. a househusband/ housewife, on parental leave.

yes

no

15. The highest educational degree of the participant (only one answer possible)

Completed special needs school

Completed general secondary school

Completed intermediate secondary education (intermediate secondary school, technical secondary school entry qualification)

Professional preparation year/ Professional orientation year (no recognition as a 1st year of vocational training, however it is possible to catch up the general secondary school graduation)

Year of profession-related general education (recognition as the 1st year of vocational training possible)

High School Certificate / Entrance qualification for a University of Applied Studies – obtained via the 1st educational pathway (e.g. (specialized) grammar school, comprehensive school, technical secondary school)

High School Certificate / Entrance qualification for a University of Applied Studies – obtained via the 2nd educational pathway (e.g. school of adult education, evening grammar school)

No school graduated (yet)

16. The highest professional qualification of a participant (only one answer possible)

(External) company training / vocational apprenticeship, vocational school or other school-based vocational training

Bachelor's degree or diploma from a University of Applied Studies, master craftsman certificate or equivalent certificates

- Master's degree from a University/ University of Applied Studies, Diploma from a university
- Doctoral degree
- No completed professional education (yet)

If your school or vocational qualification was obtained abroad: Please select an equivalent qualification from the list above.

17. At least one (financially) dependent child under 25 years is living in the household of the participant (this can also be the participant himself).

- yes
- no

18. The participant is living in a household will only one adult and at least one (financially) dependent child under 25 years of age.

- yes
- no

19. Does the participant live in a household in which at least one additional person is employed?

- yes
- no

Other indicators

20. The participant holds German citizenship.

- yes
- no

If you answered „yes“ to question no.20:

21. Are you part of a minority that is recognized in Germany? (Recognized minorities are Sinti, Roma, Danes (only in Schleswig-Holstein), Friesians (only in Schleswig-Holstein and Lower Saxony), and Sorbs (only in Saxony and Brandenburg)).

- yes
- no

22. The participant or (one of) his parent(s) was/were born not in Germany and emigrated to Germany in 1950 or later or is/are of foreign origin.

- yes
- no

23. Do you have a disabled person's pass or an equivalent official document?

- yes
- no

24. The participant has a permanent home and is not under risk of becoming homeless.

- yes
- no

25. Are you disadvantaged in any other way (e.g. released prisoners, illiterate, residence status, drug addiction)?

- yes
- no

Save the answers

Thank you. Please press the button „Save the answers“.

Explanatory notes

These explanatory notes should help you answer the questionnaire. If you have further questions, please contact the project management company or the program management. The numeration in these explanatory notes corresponds to the numeration in the questionnaire.

Basic data

Questions 1-6

The basic data about the ESF-program, the ESF-project as well as the start and the end date of the planned funding will be filled in by the project management company.

Employment status

Question 11:

Please answer whether you are currently receiving unemployment benefits (from the Employment Agency) or unemployment benefits II (from the Jobcenter; also called "Hartz IV") or no unemployment benefits. If you are currently receiving both unemployment benefits and unemployment benefits II, then please mark both answer alternatives.

Questions 12.1-12.3:

Please first indicate, how long you have already been unemployed (for less than 6 months, from 6 to less than 12 months, for more than 12 months). The registration as unemployed was done by the Employment Agency or Jobcenter. If you had received unemployment benefits before you obtained unemployment benefits II, then please mark the total period of receiving these benefits. If you are not registered as unemployed, then please answer all three questions with "no".

Question 12.4:

Please answer with „yes“, if one of the following is applicable to you:

Please answer with „yes“, if during the last 12 months of your unemployment you have participated in qualification measures, which were funded by the Employment Agency or Jobcenter. Please mark with "yes" only if your qualification measure lasted at least 3 months. The qualification measures may include for example funded vocational training, support for starting a job via an integration grant or other measures.

Please answer with „yes“, if during the last 12 months of your unemployment you had a job (for at least one day) funded by the Employment Agency or Jobcenter (e.g. employment opportunity, participation in the program "Citizen labour" and the like).

Please answer with „yes“, if during the last 12 months of your unemployment you had a job of 15 hours per week or more.

Please answer with „yes“, if during the last 12 months of your unemployment you were incapable to work due to illness (including maternity leave and the like) for more than 6 weeks.

Question 13:

Please answer with „yes“, if you are registered by the „Agentur für Arbeit“ or Jobcenter as seeking employment.

The questions 14.1-14.8 concern your professional activities immediately before start of the funded project.

Question 14.1:

Please answer with „yes“, if you are employed in a full-time or part-time work subject to compulsory social insurance contributions.

Question 14.2:

Please answer with „yes“, if you are marginally employed (colloquial: „mini-job“) and are not simultaneously registered as unemployed.

Question 14.3:

Please answer with „yes“, if you are self-employed.

Question 14.4:

Please answer with „yes“, if you attend a general education school (s.g. general secondary school, intermediate secondary school, grammar school, comprehensive school or special needs school)

Question 14.5:

Please answer with „yes“, if you are an apprentice in a company.

Question 14.6:

Please answer with „yes“, if you are completing a school or a non-company vocational training, e.g. at a vocational school.

Question 14.8:

Please answer with „yes“, if you are completing other training or further education (neither an in-company, nor a school, nor a non-company vocational training)

Question 14.9:

Please answer with „yes“, if you are not employed and not registered by the Employment Agency or Jobcenter as seeking for employment or unemployed. Please answer with „yes“, if you are on a voluntary military service or you provide a volunteer service, if you are a school pupil or a full-time university student or if you are on a full-time paternal leave.

Education

The highest educational and professional qualification of each program participant is reported. The qualifications are determined via the questions no. 15 and 16.

Question 15.1:

Please answer with „yes“, if your highest educational qualification is a completed special needs school. In some German Federal States this school type is also called a “special school for learning aid”, a “special needs center”, a “school with a special pedagogical support focus” or a “school for learning aid”. Please answer with „yes“, if have completed your highest educational qualification at one of these schools.

Question 15.2:

Please answer with „yes“, if your highest educational qualification is a secondary school leaving certificate (with qualification) / first general school leaving certificate or an entrance qualification for a vocational school.

Question 15.3:

Please answer with „yes“, if your highest educational qualification is an intermediate school leaving certificate, e.g. an intermediate secondary school leaving certificate or a technical secondary school entry qualification.

Question 15.4:

Please answer with „yes“, if your highest educational qualification is a professional preparation year or a professional orientation year.

Question 15.5:

Please answer with „yes“, if your highest educational qualification is a year of profession-related general education, which will be recognized as the 1st year of vocational training.

Question 15.6a and b:

Please answer “a” with „yes“, if your highest level of academic education is the entrance qualification for a University or for a University of Applied Studies obtained via the 1st educational pathway (e.g. via a grammar school, a comprehensive school or a technical secondary school).

Please answer “b” with „yes“, if your highest level of academic education is the entrance qualification for a University or for a University of Applied Studies obtained via the 2nd educational pathway (e.g. via a school of adult education or an evening grammar school).

Question 15.7:

Please mark with „yes“, if you have not graduated from any school (yet)

Question 16.1:

Please answer with „yes“, if you have received your highest professional education within an in-company training / vocational apprenticeship at a vocational school or within any other school-based vocational training.

Question 16.2:

Please answer with „yes“, if your highest professional education is a Bachelor’s degree or diploma from a University of Applied Studies, a master craftsman certificate or equivalent certificates.

Question 16.3:

Please answer with „yes“, if your highest professional education is a Master’s or Magister’s degree from a University/ University of Applied Studies.

Question 16.4:

Please answer with „yes“, if you have a doctoral degree

Question 16.5:

Please answer with „yes“, if you have not completed your professional education (yet)

Household situation

Question 17:

Please answer with „yes“ if at least one child/teenager/young adult qualifying for child support or financially dependent under 25 years of age lives in participant’s household. Financially dependent or qualifying for child support are all persons under 25 years of age, who are financially dependent on their parents because they are completing their vocational training or university education. Please also answer with “yes” if you are a child/teenager/young adult qualifying for child support or financially dependent.

Question 18:

Please answer with „yes“ if you are living in a household with only one adult and at least one child qualifying for child support or financially dependent under 25 years of age (a so called “single parent households”). Please also answer with “yes” if you are a person qualifying for child support or financially dependent.

Question 19:

Please answer with „yes“ if at least one additional person in your household is employed

Other indicators

You have the right not to answer the following questions no. 20-25

Question 20:

Please answer with „yes“ if have German citizenship.

Question 21:

You should answer this question only if question no. 20 was answered with „yes“. Please answer with “yes” if you belong to a minority recognized in Germany. These minorities are Sinti and Roma, Sorbs (in Saxony and Brandenburg), Danes (in Schleswig-Holstein), Friesians (in Schleswig-Holstein and Lower Saxony).

Question 22:

You should answer this question only if question no. 20 was answered with „yes“. Please answer with “yes” if you, your parents or one of your parents were born not in Germany and emigrated to Germany in 1950 or later. Please answer also with “yes” if you are of foreign origin.

Question 23:

Please answer with „yes“ if you have a disabled ID card or an equivalent official document.

Question 24:

Please answer with „yes“ if you are not homeless, i.e. not living on the street or in an emergency shelter.

Question 25:

Please answer with „yes” if you are disadvantaged in comparison with other people because of other characteristics. This includes persons who are disadvantaged on the job market because of their residence status, because they are released prisoners, illiterate, or have a drug addiction.