

Information leaflet supplementary trip allowance

Applying for a supplementary trip allowance (Updated: August 2023)

The Your EURES Job 4 (YEJ 4) mobility programme provides workers in the EU with comprehensive guidance and support to overcome obstacles to employment, training or work experience in another EU country, Iceland or Norway.

Funding description:

Applicants from a disadvantaged background can receive a supplementary trip allowance if they have already been granted a funding allowance for travel expenses to a job interview or a funding allowance for relocation costs.

What kind of financial assistance will I receive?

The supplementary trip allowance can vary but will not exceed the **maximum amount of €550** per already granted funding allowance for travel expense to a job interview or relocation.



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Bundesagentur für Arbeit

Zentrale Auslands-
und Fachvermittlung (ZAV)



4b

General funding requirements:

- minimum age 18 years **and**
- citizenship of an EU member state, Norway or Iceland **or**
- permanent residency in an EU member state, Norway or Iceland.
- You are advised by the Federal Employment Agency or a EURES Adviser (*) **and** the advisory has been verifiably taken place prior to submitting the application.
- You have already received an approval for an interview trip and/or relocation for funds.
- You belong to at least one of the following categories:
 - a) people with physical or psychological impairments
 - b) people from disadvantaged social, economic or educational backgrounds or facing temporary economic or social inclusion difficulties
 - c) people from the nine outermost regions of the EU/EEA/EFTA member states, where the distance results in costs higher than the mobility allowance: Martinique, Guadeloupe, French Guiana, Reunion, Mayotte, Saint-Martin (FR), Madeira and the Azores (PT) and the Canary Islands (ES). Please note, the distance must be the cost-driving factor here! Should there be inexpensive travel connections despite a peripheral location, no additional funding can be applied for!

Is there a deadline to submit the application?

An application can be made before or after the journey and/or relocation. Applications made after relocation must be submitted within 30 days commencing employment.

Which documents do I need to provide?

At the time of application:

- a signed application form
- a copy of your valid ID or passport or, for non-EU citizens, a copy of your permanent residence permit
- documents that verify your special needs (e.g. medical certificate, income declaration, or other documentary evidence that facilitates an assessment of the special circumstances). In some cases, a declaration of honour may be submitted
- full justification of the costs incurred when traveling for the job interview or moving

Where do I submit the documents?

To your personal adviser at the International and Specialized Services (ZAV) in Germany (e.g. via Make it in Germany) or to your EURES Adviser in your country of origin.

Special information:

Supplementary trip allowances will only be paid as long as funds from another EU Commission mobility scheme for this measure have not been received.

The project ends on 30/09/2025. All supporting documents must be submitted **by 31/08/2025**.

There is no legal entitlement to payment of financial support until the application has been approved by the TMS team. The approval of applications is subject to the availability of funds.

More information:

[EURES Germany](#)

[Make it in Germany](#)

(*) [Find a EURES Adviser](#)



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