

Bylaws for the association, Give Something Back To Berlin e.V.

Issued on 23 August 2018.

§1 NAME, LOCATION OF THE ASSOCIATION

1. " Give Something Back To Berlin e.V. "
2. The association is based in Berlin.
3. The association is registered in the association registry.

§2 PURPOSE OF THE ASSOCIATION

1. The association acts altruistically. It does not principally pursue its own economic objectives. The association pursues exclusively and immediately charitable objectives, as defined in the clause of the tax code, "tax-privileged objectives".
2. The purpose of the association is to promote education, as well as the promotion of civic engagement in favor of education. The purpose of the association is to convey the value and impact of civic engagement through individual volunteer projects and appropriate educational measures, in particular to Berliners-by-choice from EU and non-EU countries.
3. A further purpose of the association is the promotion of intercultural exchange and international understanding between different demographics, for the promotion of tolerance and overcoming of social, cultural, religious, political, and ethnic prejudices.
4. The bylaws' objectives are realized, in particular, through the following:
 - 4.1 Relevant educational measures, such as public relations work and the organization of informational events and workshops, in order to impart knowledge about civic and social problems in Berlin (and corresponding solutions) and to raise awareness and encourage volunteer activities, particularly for Berliners-by-choice.

Through educational and counseling services, interested parties are to be prepared for volunteer work and guided in its implementation. By establishing contacts with appropriate tax-privileged organizations, public organizations, and other non-profit initiatives, short and long term volunteer engagement will be enabled, especially for Berliners-by-choice, in accordance with their individual wishes. In this way, competence will be achieved for volunteers and people who aspire to volunteer.
 - 4.2 Additionally, the association itself initiates projects and initiatives, in which people interested in volunteering can participate, and which aim to solve civic and social problems.
 - 4.3 By promoting volunteering among people of predominantly non-German origin, opportunities to contribute and meet will be created for people of different ethnic, social, cultural, and religious backgrounds, thus enabling exchange between different demographic groups and classes in Berlin. Through this, prejudices will be dismantled and tolerance will be strengthened.
5. For this the association maintains appropriate institutions, such as agencies for volunteers, conducts trainings, and advises organizations that provide open positions.
6. The association is not bound to an ideology and is independent of political parties and religious communities.
7. Association funds may only be used for purposes laid out in the bylaws. The members receive no allotments from the association's funds. No one may derive benefit from expenses extraneous to the association's purpose or excessively high remuneration.

§3 MEMBERSHIP

1. Members of the association are:

- full members (individual persons)
- legal entities
- Supporting members (legal entities and individual persons)

2. Provisory membership application decisions will be made by the executive board, subject to a different decision by the general assembly at its next meeting. Members who have not yet been permanently admitted do not have the right to vote.

3. Membership expires in the event of death, withdrawal, exclusion, or deletion from the register of associations.

4. Withdrawal of membership can be declared at any time. The declaration of resignation must be addressed in writing to the executive board.

5. Each member pays a membership fee. The amount and method of payment will be decided by the general assembly based on recommendation from the executive board.

§4 EXCLUSION OF A MEMBER

A member may only be excluded for good reason and by unanimous decision of the executive board. Such a good reason exists if the member has grossly violated the interests of the association. Before such a decision is made, the member concerned shall be given the opportunity to submit their own response. The member concerned may appeal such a decision before the general assembly. If the appeal is granted, the executive board must revisit the case at its next meeting in order to make the last internal decision for the association, against which then only legal action can be brought.

§5 BODIES OF THE ASSOCIATION

The association has the following bodies:

- General Assembly
- Executive Board

§6 THE GENERAL ASSEMBLY

1. The general assembly consists of the members of the association in accordance with §3 section (1).

2. The general assembly is the highest decision-making body of the association.

3. The general assembly meets at least once per year. It is to be convened by the executive board in writing and with impartation of an agenda. It is to be called to convene not less than four weeks in advance. The four weeks begins on the day following the sending of the invitation letter, effective the date of the postmark. The letter of invitation shall be deemed to have been duly delivered if it is sent to the last address communicated in writing by the member to the association within the prescribed period. If one-third of the members request and provide reason for it in writing, the board must invite the membership to a special session. Written electronic communications are permitted.

4. A general meeting convened in accordance with the bylaws is quorum regardless of the number of members present. Individual members and legal entities each have one vote, the voting rights are not transferable. Supporting members do not have a vote. All members have the right to speak at the meeting.

5. Minutes of the general assembly shall be taken, reflecting the decisions made. The minutes shall be signed by the secretary and the chair.

6. The general assembly shall make its decisions by a simple majority of the votes cast, unless other majorities are required for special decisions. In the event of a tie, the motion shall be deemed rejected. Abstentions are to be treated as votes not cast. Two-thirds majorities are required for amendments to the association's bylaws.

7. In the course of member management, the following data is collected on members: last name, first name. This data is handled and stored as part of membership. The association publishes members' data only if the general meeting has come to the corresponding decision and the member has not objected.

§7. EXECUTIVE BOARD

1. The executive board is to consist of at least one and at most three members. Each member of the executive board is authorized to represent it alone. This right may be restricted by a procedural regulation change by the executive board.

2. The executive board may appoint an executive director to assist in the management.

3. The members of the executive board are elected individually by the general assembly for a term of two years. Re-election is possible. The members of the executive board shall remain in office at the end of their term until their successors are elected. The executive board is obliged to convene a general meeting whose agenda includes a new executive board election in a timely matter before the expiry of their term.

4. In the event of the early resignation of a member of the executive board, the remainder of the board is obliged to immediately call a general meeting, whose agenda includes a special executive board election for the remaining term of office of the retiring member. The dismissal of a member of the executive board before the end of their term by the general assembly is only possible if a new member is concurrently elected to the board for the remainder of the term of office. This election requires a two-thirds majority.

5. The executive board is responsible for all association matters which are not reserved in the bylaws for other bodies.

6. The executive board is to submit an annual financial statement and an annual report to the general assembly each year.

7. The executive board may receive reasonable remuneration for its activities. When needed and within the scope of budgetary means, positions within the association may be held in return for payment on the basis of an employment contract or an expenses allowance, in accordance with §3 No. 26a EstG. Decisions on paid work are made by the executive board or the general assembly. The same holds for the content and conditions of the contract.

§8 AMENDMENTS TO THE BYLAWS

1. Amendments to the bylaws may only be adopted by the general assembly with a two-thirds majority.

2. An application to amend the bylaws must be included, with a text proposal, in the call to the relevant general meeting.

3. The executive board may, on its own, make amendments to the bylaws required solely for formal reasons by regulatory, judicial, or financial authorities. All members of the association must be notified in writing of these amendments as quickly as possible.

§9 CERTIFICATION OF RESOLUTIONS – not applicable

§10 DISSOLUTION OF THE ASSOCIATION

1. The dissolution of the association can only be decided by the general assembly with a two-thirds majority.

2. A corresponding application must be submitted by the executive board or at least one-third of the members and included, with a written justification, in the invitation to the relevant general meeting.

3. In the event of the dissolution of the association or the cessation of tax-privileged purposes, association assets shall be transferred to the Deutschen Paritätischen Wohlfahrtsverband Landesverband Berlin e.V., who are to use these exclusively and directly for tax-privileged charitable purposes in accordance with §§ 51 et seq. of the tax code.