

CULTURE AND Creativity FOR THE WESTERN BALKANS



Funded by
the European Union

Culture and Creativity for the Western Balkans (CC4WBs)

Public Call for Applications for Small Grants for Individuals

Total amount available under this Open Call: 250,000.00 EUR¹

Ref N. CC4WBs/IN/002-2024

1

Looking for an artistic residency in the Western Balkans region or Europe?
Apply now for a grant of up to **5,000.00 EUR!**

Objective:

Artistic residencies should stimulate peer-to-peer exchange of ideas, experience and artistic skills, and provide participants with the opportunity to meet, interact and work together in a culturally diverse and inspiring environment. By fostering cultural mobility and cooperation, the awarded artistic residencies will stimulate regional partnerships as well as quality co-production of multicultural contents, which in the long run will enrich intercultural dialogue and creativity in the WBs region.

Residencies will equip participants with knowledge and skills on how to create artistic expressions using multimedia tools and how to access the WBs and EU markets. Artistic residencies will also envisage workshops and talks with speakers from the WBs on various topics, including the professional status of artists and the improvement of their economic and social working conditions in light of the specific WBs context.

2

Looking for opportunities to participate in European or Western Balkans' culture and heritage-based tourism fairs, professional industry gatherings, training and professional development activities related to culture, heritage, and creativity, artistic expos or similar Events and contribute to the promotion of the Western Balkans in areas of:

- Cultural Tourism
- Arts, Culture and Media
- Youth Development

Apply now for a grant of up to **3,750.00 EUR!**

¹ Organizers of the Call reserve the right not to disburse all of the funds under this Call for Applications.



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Objective:

Active participation in any of the above exchanges should promote Western Balkans' participation in regional and international events and improve mobility of designated stakeholders within Western Balkans and between Western Balkans and the European Countries. Attendance to such events will enable the creation of linkages and the use of various tools for improvement of their area of interest and expertise.

Your application should provide us with the following information:

1. **Who are you?**
2. **Where are you going?**
3. **Why are you going?**
4. **When are you planning to travel?** Please ensure that your application is submitted at least three months prior to the expected travelling date.
5. **What is the duration of your stay abroad?** Note that the duration of your project cannot be longer than 3 months (this includes preparation, travelling and accommodation expenses, participation fees, any other costs strictly related to your stay, and final reporting).

This Open Call for Applications is continuously open until **31 December 2025!** The evaluation committee will convey during the first week of every month for applications received by the end of the previous month.

I BACKGROUND

The “**Culture and Creativity for the Western Balkans**” (CC4WBs) project, funded by the European Union, is focused on fostering dialogue and reconciliation in the Western Balkans by enhancing the cultural and creative sectors for increased socio-economic impact. Over a 48-month period, the CC4WBs project aims to improve the performance of the cultural and creative sectors in order to enhance skills, knowledge, and access to financial aid to increase competitiveness and sustain co-production and circulation of goods and services in the Western Balkans and with the European Union.

Through this Public Call for Small Grants, the CC4WBs project aims to fill some funding gaps and to satisfy the growing demand of the Western Balkans' cultural and creative industries, cultural operators, youth, media professionals and other individuals to be supported in their efforts to create a strong network within the Western Balkans and to become recognized inside and outside the WBs region.

For more information, please visit the [project's web page](#).



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II SELECTION PROCESS:

1. Eliminary criterion:

The applicant must be resident in one of the Western Balkans IPA Beneficiaries². This shall be proved through the submission of a copy of your valid Identity Card.

Once this is established, the application will be assessed against the following Evaluation criteria:

Criterion	Max points
ELIMINATORY: Are you the Resident of one of the Western Balkan IPA beneficiaries? (ID to be attached)	YES/NO
· Relevance (how is your proposal linked to the overall objectives of the CC4WBs project?)	3
· Value and Impact (How will this experience benefit your future professional development in the short and medium to long-term? What is the expected impact of the experience on your future work?)	4
· Sustainability (what will you do after you return to your country with the knowledge/skills/experience gained during your time abroad? Are you planning to transfer the knowledge to your peers / colleagues / etc.?)	3

- Candidates whose application does not reach a minimum of 8 points will be excluded.
- If the conditions of the application meeting the 8 points are reached, a minimum of 1 and a maximum of 3 applications will be awarded each month.
- Additional applications scored 8 points or more will be placed on a reserve list, subject to availability of funding.

Language

- Excellent knowledge of English language is mandatory and will be assessed based on the application and a follow up interview with the applicant during the phase of contracting.

² Western Balkan IPA Beneficiaries are: Bosnia and Herzegovina, Serbia, Montenegro, North Macedonia, Albania and Kosovo* (as per UNSCR 1244/99).



III HOW TO APPLY ?

Step 1: Fill out the relevant Application Form at the links, below:

1

[APPLICATION FORM 1](#)

2

[APPLICATION FORM 2](#)

Step 2: Send the Application Form, alongside a copy of **your valid personal ID**, to the following email address:

cc4wbs.tirana@aics.gov.it

with the following subject: Your Name Application for LOT 1 or Your Name Application for LOT2

Please note that Applications received in any form other than as described above will not be considered.

- Supporting documentation, **not exceeding 35 MB**, should be sent via email and attached to the email application. They should not be shared through We Transfer or similar platforms.
- Applicants will receive an email confirming the receipt of their application.

IV NOTICE OF RESULTS AND RULES FOR APPLYING

The organisers of the Call will notify you about the receipt of the application, immediately upon submission. The notification about the status of your application (approved or rejected) will be sent directly to the email address used during the submission process, in a period of **max 60 days** from the submission date.

Should your application be rejected, you will not be able to re-apply for a period of 12 months. The small grant award is meant for one-time award per participant. In case you are successful and your application receives a grant, you cannot submit another application during this Open Call for Small Grants (until 31 December 2025).

V CLARIFICATIONS AND ADDITIONAL INFORMATION

For further information and clarification, potential applicants may submit their questions concerning the Open Call for Applications via the [link](#).

Answers to the received questions will be provided publicly during the whole period of the Open Call for Proposals at the following [link](#).



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The organisers of the Call may group questions of similar nature to streamline information sharing. The publicly provided answers will be updated on a weekly basis, namely each Monday, addressing questions received by previous Friday.

VI CONTRACTING

Each selected grantee whose application is approved will have to undertake a due diligence process as per the requirements of the Organisers of Call, following which a contract will be signed, regulating all aspects of implementation, transfer of funds, reporting and monitoring. Any legal actions related to the obligations of either party shall be regulated in the contract, following the award of the grant to the successful applicant.

- The organisers of the Call for Applications reserve the right to adjust the proposed budget.
- The recipient of the Small Grant will sign the contract with the respective Contractor³.

VII MONITORING

In order to ensure that funds are used as earmarked, monitoring activities for the control of their use will be regularly implemented by the designated Contractor. The modality and timing of monitoring activities will be agreed upon following the signing of the Contract with the successful applicant.

VIII VISIBILITY

Successful applicants will be instructed to follow [“EU visibility guidelines for external actions”](#) as all communication and visibility activities implemented under the framework of the CC4WBS programme will seek to ensure synergy with the EU Communication Strategy.

Successful applicants will also be instructed to use the [CC4WBS visual identity](#) in all applicable occasions during the implementation of their activities through the Small Grant. Visual identity guidelines will be shared with the successful applicants.

IX PRIVACY NOTICE

Your personal information will be securely transferred and/or stored in the following locations: WBs IPA Beneficiaries, EU countries. We will keep your information for a period of 7 years after the programme closure if your application has been successful, and 5 years if your application has been unsuccessful.

You have the right to ask for a copy of the information we hold on you, and the right to ask us to correct any inaccuracies in that information. If you have concerns about how we have used your personal information, you also have the right to complain to a privacy regulator.

For further detailed information about your entitlements, how to submit a complaint and how we process personal information, applicants are strongly advised to refer to the Privacy section of partners' websites before submitting the application:

- UNESCO at [UNESCO's Principles on Personal Data Protection and Privacy | UNESCO](#)
- AICS at [AICS's Personal data protection webpage](#)

³ Contractors are one of the following organisations: UNESCO and Italian Agency for Development Cooperation (AICS) - Office in Tirana.

