

QUESTIONS AND ANSWERS  
Culture and Creativity for the Western Balkans (CC4WBs)

PUBLIC CALL FOR INDIVIDUALS - SMALL GRANTS

Ref: CC4WBS002IN/2024

Open until 31 December 2025

**Important Notes:**

*Some questions may have been adjusted for clarity or privacy protection.*

*Where the same question is repeated, the organizers may refer to an answer previously prepared and published, without repeating the answer.*

*Q&A is in chronological order, scroll down for latest questions and answers.*

*You can re-watch the Open-Door Info Sessions on the [link](#)*

***This is the cumulative Q&A for INDIVIDUAL GRANTS only – any questions regarding the Calls for Organizations/Institutions/Project preparations will be disregarded.***

Published on: 8.04.2024

Question 1

**Q:** As an artist from Bosnia and Herzegovina, which is the only way to qualify, can I receive a grant for a project that is in Bosnia and Herzegovina?

**A:** No, the opportunity given by the small Grants Scheme must involve the mobility aspect, i.e. the project needs to incorporate travelling outside your WB IPA Beneficiary of residence.

Question 2

**Q:** Is there an age requirement for the call? For instance, could someone under the age of 18 apply for the exchange?

**A:** The Small Grants Scheme cannot support the mobility of minors and applicants need to be at least 18 years old at the time of application.

Question 3

**Q:** Is this application reserved for groups or/and individuals like one person in particular? Thank you.

**A:** The Small Grant Scheme is open to individuals. If a group of individuals fulfills the application without exceeding the financial threshold of the grant, then the application will be considered.

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Published on: 15.04.2024

Question 4

**Q:** Does the small grants scheme support the residency of WB artists in countries outside of Europe?

**A:** No, only mobility towards Europe is allowed in this Small Grants Scheme.

Question 5

**Q:** I am an IT specialist in a Natural History Museum, can I apply because I have an idea to introduce new technologies in the museum such as AR/VR, 3d printing of museum models and other new technologies that would be a good museum for us. I know a place in the Balkans where I would learn about these things and then apply them in our museum?

**A:** The Organizers of the Scheme cannot comment on the content of the application. The applicant is eligible to apply if he/she fulfills the criteria and supports the application with the required evidence.

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Published on: 22.04.2024

#### Question 6

**Q:** I just saw an event that will be held in Rome between 7-13 May, and it would be very beneficial to me to attend this event so I can organise it in Albania. Is there any possibility to be considered since it's less than 3 months before the event?

**A:** The Organizers of the Call are obliged to evaluate the proposals within 60 days since the submission date.

#### Question 7

**Q:** If I win an application for the "Public Call For Individuals", can I still apply as a lead applicant in one of the other Lots of this call?

**A:** In this Public Call for Individuals, applicants can apply once for each LOT, within 12 months. If you are awarded a small grant for individuals, you can still apply as part of an organization or institution in the "Open Call for Proposals" Ref: CC4WBS002OR/2024, and vice versa.

#### Question 8

**Q:** I would like to ask you whether within this call for individuals can fall a project involving translation, publication and promotion of a book from one language in the Western Balkans to another or to any other language in the world. All of the activities will be carried out by one person.

**A:** The main objective of this Call is the mobility of professionals either for artistic residencies or to participate in fairs, professional training, and similar events outside their place of residence. If the proposed activity is strictly correlated to mobility and exchange, the associated costs shall be explained in the proposal.

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Published on: 29.04.2024

#### Question 9

**Q:** Document for LOT 2 has crossed out text decoration set under section "1. Personal profile". Is this just a left-over decoration or is it meant to indicate that explanation for the given section should be written elsewhere?

**A:** Section "1. Personal profile" must be filled in with the application form. Please check your settings.

#### Question 10

**Q:** What is the desired way to upload attachments for LOT 2? It says that attachments should be attached to the application, but does that mean we can upload all intended attachments to the email message with which we apply or do we have to specifically merge our attachments with the small grants application Word document?

**A:** Please send the required attachments as separate documents in the same email, with the application form.

#### Question 11

**Q:** Hi, the application form is in pdf format which doesn't allow for modification (viewer only mode), can it be filled in written text and scanned, or should it be changed into .docx file? Thank you.

**A:** The application form is in Word format and the application should be typed. Handwritten applications will not be accepted.

#### Question 12

**Q:** By filling the Application form 2, do we need to mark the type of the event: Cultural tourism, Art Culture and Media, etc? This part of the form was designed as a picture in the Word

**A:** No, it is not obligatory.

#### Question 13

**Q:** Hello. I would like to apply for mobility as an artistic duo. As an individual, I could teach, but with my artistic partner, I can also perform. We are both from the Western Balkans and we would travel to Portugal. We already had the first experience with the partner there, and we are eager to continue the cooperation. Is this project eligible? Thank you.

**A:** Please refer to the answer provided in Question 3.

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Published on: 13.05.2024

#### Question 13

**Q:** As a cultural worker (not artist) from WB going on a residency in an EU country (organized in partnership with a museum), should I apply for ARTISTIC RESIDENCY (LOT 1) or LOT2 since it's not a specific event but a residency (with the focus on cultural heritage)?

**A:** LOT 1 is specifically addressing the mobility of cultural workers to participate in artistic residencies, whereas LOT 2 is dedicated to mobility of cultural workers to participate in thematic fairs (culture and heritage-based tourism), professional gatherings, attendance to training related to culture, heritage, and creativity, artistic expos or similar Events.

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Published on: 20.05.2024

#### Question 14

**Q:** Please, where can I find the instructions for application for Small grants for individuals, lot n°2?

**A:** Please, refer to "Section III How to apply?", and click on the link "Application Form 2".

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Published on: 27.05.2024

#### Question 15

**Q:** URGENT! I would like to take this opportunity to GREET the entire Culture and Creativity for the Western Balkans team! My name is XX, and I applied my "project" in the category "FOR INDIVIDUAL SUPPORT", so that after 4 years I could register festivals, (which are currently online) in a physical event. Given that I need an urgent response from you, because I have an obligation to officially forward the notice regarding the selection of films and the premiere. I THANK YOU IN ADVANCE AND Wish YOU ALL THE BEST!

**A:** The Organizers of the Call will review applications within 60 days from the submission date, as per "Section IV Notice of Results and Rules for Applying". 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). All applicants who submitted their application in April 2024 have been notified about their application status.

#### Question 16

**Q:** Hello, I am interested in applying in this call for individuals. I would like to know how long should the residency be and the stay? For example, we are 5 musicians, and we would like to come in a WB country where we can meet other 5 musicians and make music together, does this fit to any of the two lots?

**A:** Please refer to Question 3.

#### Question 17

**Q:** Dear Sir/Madam, I am interested in knowing whether the support pertains only to traveling abroad and the activities conducted there. The project I would like to submit involves gathering artists from the region; this gathering would take place in Serbia, where I live and work. I plan to organize several workshops with artists, and a small festival would be organized as the culmination of our collaboration. I already have several international awards, and I would like to expand and implement my experience in Serbia.

**A:** This Call is for the mobility of professionals either for artistic residencies or to participate in fairs, professional training, and similar events outside their place of residence.

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Published on: 3.06.2024

#### Question 18

**Q:** I am wondering if American citizens can apply for these grant opportunities.

**A:** No, the Small Grants Scheme is open to nationals of the WB IPA Beneficiaries (Albania, Bosnia and Herzegovina, Kosovo\* (as per UNSCR 1244/99), Montenegro, North Macedonia, Serbia.

#### Question 19

**Q:** can the application form be saved as pdf or only as word?

**A:** Both formats are accepted.

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Published on: 17.06.2024

**Question 20**

**Q:** I plan to go on summer school in July and it perfectly matches with the objective of the Culture and Creativity for the Western Balkans" (CC4WBs) Call for Individuals for Small Grants. Is it mandatory to submit the application three months before the travel? This summer school I plan to attend to is in July and I'm really trying to raise money for it. Please, clarify this to me as soon as possible.

**A:** As per Section IV NOTICE OF RESULTS AND RULES FOR APPLYING of the Small Grant Scheme Call, applications are evaluated in a maximum 60 days, so applications should be submitted considering this time frame.

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Published on: 23.06.2024

**Question 21**

**Q:** When must the lead applicant or partner be registered? Is it need certain documentation to be submitted for a partner?

**A:** This is a call targeting individuals; Your question is not relevant for this Call for Applications.

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Published on: 29.07.2024

**Question 22**

**Q:** Hi, is this a call for individuals that would create an art residency or for the ones who are going to an art residency? Is it necessary to apply for a grant three months before traveling - would it be eliminator to apply one month before?

**A:** The call is targeting individuals willing to participate in artistic residencies outside his/her WB IPA beneficiary of residence and in the WB region or Europe. Applying for a mobility happening within the next month is not an eliminator criterion, but the evaluation procedure can take up to 60 days. It is advisable to apply three months before the mobility.

**Question 23**

**Q:** ID -passport is regular document for this call?

**A:** Yes, it is, provided the document is valid at the moment of the submission and for the whole mobility duration.

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Published on: 9.09.2024

**Question 24**

**Q:** Is it possible to apply as an artistic duo from Serbia with an artistic collaborator from the Netherlands?

**A:** The Small Grant Scheme is open to individuals and to a group of individuals that fulfills the application obligatory requirements i.e. eligible artists are only those with residency from the Western Balkans. Artists with residence located outside of the Western Balkans are not eligible to apply. However, collaboration with artists from outside of the Western Balkans is possible only if those artists will not be the grant beneficiaries.

**Question 25**

**Q:** How detailed and extensive should the application be?

**A:** The application file should not exceed five pages and provide the requested information, as instructed by the application file (Form 1).

**Question 26**

**Q:** Is it possible to apply as a group of max. 5 people?

**A:** Please refer to Question 3.

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Published on: 16.09.2024

#### Question 27

**Q:** Hello! I wanted to ask if the grants you offer to individuals apply in the case when a person is working with a single artist in one of EU countries (private tutoring with the goal of further development of my bookbinding skills). The artist in question doesn't have an established residency, but he offers advanced bookbinding tutoring, adequate tools, as well as the studio where I could put everything I learn into practice - all of which are not available here in Serbia. Thank you

**A:** Applicants should provide evidence that the hosting tutor has relevant experience and skills in bookbinding (e.g. website, personal blogs, etc.). An invitation from his/her side is also required.

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Published on: 30.09.2024

#### Question 28

**Q:** Can our budget be 5000 if we go abroad for just 1 month?

**A:** If you are applying to Lot1, you can apply for up to € 5.000, despite the duration of your exchange, within the maximum of 3 months. The organizers of the Call for Applications reserve the right to adjust the proposed budget, as per Section VI Contracting.

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Published on: 4.11.2024

#### Question 29

**Q:** I am a graphic designer and I am looking for an opportunity to make my first series of sculptures. I have a question regarding the artist residency program: If I understand correctly, I have to find a residency anywhere in Europe and your organization will cover travel, accommodation, participation fees and creation of sculpture? Who can host residents? Are there any limits?

**A:** Finding an appropriate hosting institution and getting an invitation letter or acceptance of the residency program is the responsibility of the applicant. The hosting institution can be based in the Western Balkans or in Europe. Eligible expenditures and activities are explained in the Guidelines of the Call.

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Published on: 18.11.2024

#### Question 30

**Q:** Can I go on a study visit, because I am an IT engineer at the Natural History Museum of Montenegro and I want to learn the systems from the Vienna Museum and bring new things to Montenegro?

**A:** The domains of Open Call for individuals are clearly outlined in the guidelines document. The Evaluation Committee will evaluate your application accordingly.

#### Question 31

**Q:** As part of youth development, I would like to participate in professional sports trainings in ski touring through the Slovenian touring club. Is it possible through this grant? Unfortunately, in Bosnia and Herzegovina there are neither coaches nor organised trainings for participation in ski touring competitions organized by ISMF.

**A:** Please refer to Question 30.

#### Question 32

**Q:** I'm an author and editor from Serbia who is interested in applying for the AIR program Culture and Creativity for the Western Balkans (CC4WBs). I have read the informational PDF and viewed two application types. I could not find the information is it possible to apply in collaboration with another artist? [...] If it is not possible, and we need to apply separately, a question about my own application. If I want to apply as an editor who is focused on youth development, I can still do my application as an individual, and not through the institution with whom I collaborate. Another question about the partner organization. Must it be an organization with experience in AIR programs, or could it be a cultural institution, society, etc? Thank you for your time and answers.

**A:** Please refer to Question 3.

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Published on: 25.11.2024

### Question 33

**Q:** Is it possible to apply for both the "Culture and Creativity for the Western Balkans (CC4WBs) - Small Grants for Individuals" and the "Culture and Creativity for the Western Balkans (CC4WBs) - Open Call for Applications for Creative Leaders Exchange Grants for Individuals"? Thank you in advance!

**A:** You can apply to both but can be awarded only in one of the two cohorts.

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Published on: 16.12.2024

### Question 34

**Q:** What countries are eligible for the artistic residency of participants - is it only one of the Western Balkans countries or other European countries as well? And how can we decide on this?

**A:** The mobility period can be conducted in Europe or in Western Balkans. It is sufficient that the host institution is not based in the same country of residence as the applicant. It is up to applicants to find a suitable hosting institution.

### Question 35

**Q:** I am traveling from New York USA (I'm a citizen) to Subotica, Serbia (Also a citizen) to bring the knowledge accumulated over time. The idea is to paint a number of concrete planters that are scattered around the city with the help of local volunteers. I have the city permits for the project and the reputation in Subotica for successfully executing projects in the previous year. Do I qualify under those circumstances to apply for the grant offered?

**A:** No, because the "Public Call for applications for Small Grants for Individuals" is open to residents of one of the 6 Western Balkans IPA beneficiaries and the mobility must be carried out either in Europe or in one of the other 5 WB IPA Beneficiaries.

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Published on: 23.12.2024

### Question 36

**Q:** Clarification on Application Eligibility and Participation Limits. Dears , I hope this message finds you well. We are writing to seek clarification regarding the current call for applications. We would like to know: Should we apply as an association, or is it preferable for one of our members to apply individually? How many participants can be included in the application? We have an ongoing project a traveling art exhibition featuring several authors from the Balkans, which has already been submitted to the Ministry of Culture. This initiative aligns closely with the goals of your call, and we are keen to explore the possibility of collaborating further. We would greatly appreciate your guidance to ensure our application meets the required criteria. Thank you for your support, and we look forward to your response. Warm regards,

**A:** Only individuals or informal groups individuals are eligible to apply to this call. In case of groups, it is important not to exceed the maximum value of the grant, as per relevant LOT, i.e. for LOT 1 - 5.000 euro; for LOT 2 - 3.750 Euro.

### Question 37

**Q:** I have 2 question related to sending the application form. No 1. question In your Steps for Form no.1: You request applicants to fill out the relevant Application Form at the link on your Gdrive but you restricted the access for filling it out. The form can be downloaded and filled with all the supporting documents attached. Does this mean that we can download the form, fill it out, add all the required supporting documents as images to the file and send it as one pdf less than 35MB in size to the email address in Step 2: c4wbs.tirana@aics.gov.it with the following subject: Your Name Application for LOT 1 ? I ask this because you are stating that Applications received in any form other than as described will not be considered but your guidelines to this aren't providing full information. Your information might as well state that we need to fill out the online form and send by email all other supporting documents with ID but send it one email under the prescribed size and without using any other sending platform like we transfer.

I hope you can clarify this. No.2 question I am applying as an individual for an art residency grant, but I noticed that you only supported organizations. Does this mean that by applicants ID you are actually asking an organization to apply in my name so that they can sign the legal contract with you as I am not a physical person not a legal body. This is the case in Serbia for example when we apply as individuals for Ministry grants but we need to do so through Academy or other institutional body as a legal person behind us. Please let me know if I am to place my own ID card or one of the institutions supporting me in this artist residency?

**A:** Yes, you must download the form, fill it out, and send it with the mandatory supporting documents to the email address: [cc4wbs.tirana@aics.gov.it](mailto:cc4wbs.tirana@aics.gov.it). The supporting documents can be attached to the email or the application form file. Regarding your question number 2, you should apply as an individual and attach your ID or passport, since this call is not open to organizations or associations. IF you have heavy files, include the link to those.

#### Question 38

**Q:** Can I apply for the grant for an art fair/expo in Switzerland? I'm asking, because it is not an EU country, but it is a European country and it's part of the single market.

**A:** Yes, you can, Europe not EU is covered with this Call.

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Published on: 29.12.2024

#### Question 39

**Q:** I see that the call is open until december 2025. Does this mean I can apply even for residences that might take place in early 2026?

**A:** Yes, you can, until **31<sup>st</sup> of March 2026** (current update).

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Published on: 13.01.2025

#### Question 40

**Q:** My question is if it is possible for the mobility to be a self-directed residency, meaning that there is no official open call or residency project to take part in, but rather a research-oriented trip. For context, I am an artist from Serbia and I have a project for which I would like to spend a longer period of time in Kosovo, for research and documentation purposes. The outcome of this project would be a small publication and possibly an exhibition, . My intention is to organize the mobility myself and include visits to organisations, sites, documentation, meeting peers etc.

**A:** No, you would need to be 'invited' by the host. The residency does not have to be an official residency programme, but all inviting host details including the invitation need to be part of the application.

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Published on: 20.01.2025

#### Question 41

**Q:** Could you kindly provide us with the necessary steps or documentation required to participate in this opportunity? Thank you very much for your time and consideration. We look forward to your response and the possibility of collaborating with you.

**A:** If you reached this page, you probably have a link to the Small Grants, but here it is as well: [LINK](#)

#### Question 42

**Q:** Dear Sir/Madam, Does this grant necessarily covers artistic residency or is it possible to apply for artistic events such as festivals, workshops etc. since those usually lasts for a couple of days? Thank you, Ivana

**A:** Yes, LOT 2 of the “Public Call for Applications for Small Grants for Individuals” targets this type of cultural and artistic events.

#### Question 43

**Q:** Can you please explain the process of the monitoring of the funds? In my case organizers' fee would cover transport, accommodation and event participation, so all the expenses will go through them. So would I need to prepare something additional or would that paid fee be enough to justify the costs?

**A:** As for the Public Call for Applications for Small Grants, point 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 fee will be justified by the invoice provided by the organiser. You will have to ensure you have the copy of the invoice.

Furthermore, the expenditure documentation relating to the project must be in line with the approved budget and with the activities outlined in the project proposal. Financial documentation should clearly demonstrate the connection between the expenses incurred and the outlined activities and must be traceable.

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Published on: 27.01.2025

#### Question 44

**Q:** I have a question regarding events (Application Form 2). I am unsure what kind of events I can use for the application. Another question: is it possible to use one part of the grant for the event and another part for the further development of the idea that I have in my own country (Bosnia and Herzegovina) that is related to cultural tourism? Thank you :))

**A:** As clearly outlined in the application form, for LOT 2 you can participate in events such as European or Western Balkans-based cultural and heritage tourism fairs, professional industry gatherings, training sessions, and activities related to culture, heritage, and creativity. Additionally, artistic expos or similar events are also eligible for participation. These events should contribute to the promotion of the Western Balkans in the areas of Cultural Tourism, Arts, Culture, Media, Youth Development. The grant is specifically intended for participation in events and activities as described. The funding cannot be split as you described, as it is designed to support the eligible activities outlined in the application.

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Published on: 3.02.2025



#### Question 45

**Q:** Can a group of artists apply for CC4WBs for setting up a group exhibition and their travel expense through Application 2 Small Grants Form?

**A:** If a group of individuals fulfills the application without exceeding the financial threshold of the grant, then the application will be considered.

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Published on: 10.02.2025

#### Question 46

**Q:** I am planning to apply for the Application 1 Small Grants for a residency scheduled at the end of April in Croatia. I would like to inquire if it would be possible to submit my application by mid or late February. I understand that you review applications from the previous month at the beginning of each month. This residency is a significant and exciting opportunity for me, and I am wondering if the three-month rule (applying in advance) is strictly enforced, or if there might be some flexibility in this regard.

**A:** As stated in Section IV NOTICE OF RESULTS AND RULES FOR APPLYING of the Call for Applications: "The notification about the status of your application (approved or rejected) will be sent directly to the email address used during the submission process, within a maximum of 60 days from the submission date." Considering also that the due diligence phase must be carried out, if the proposal is selected, we must ask to apply earlier to respect this timeline.

#### Question 47

**Q:** Hello. I am a visual and performance artist based in Belgrade, Serbia. I was invited for an artist in residence program LKV in Trondheim, Norway, period Oct 15-Dec 20, 2026. Would you be so kind to let me know if I am eligible to apply before 31. dec 2025, for that period in 2026? Many thanks.

**A:** Considering the overall duration of the CC4WBs project, the implementation period proposed in the project proposals cannot exceed March 2026, however if these conditions (limitations) of the CC4WBs project change, the CC4WBs project shall notify the public and revised the Open Call duration. At this moment, we do not have more official information with regards to the duration.

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Published on: 17.02.2025

#### Question 46

**Q:** Hi, is this call eligible for Kosovars?

**A:** Yes, it is.

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Published on: 31.03.2025

#### Question 47

**Q:** Hello, I intend this year to participate in 4-5 Christmas fairs across Europe: Vienna, Salzburg, Strasbourg, Bruges. Is it possible to apply for each location for a grant of 3750 E? Like this I would be able to cover part of the participation fees. I am based in Romania and I am participating in one of the Christmas Markets in Vienna since 2019. Looking forward for your answer. Kind regards, Cristian Tomescu

**A:** As indicated in the reference call for proposals (Ref N. CC4WBs/IN/002-2024) only residents of one Western Balkan IPA beneficiary countries (Albania, Bosnia and Herzegovina, Kosovo, Montenegro, North Macedonia, Serbia) can apply for funding in CC4WBs project. Moreover, only one grant in the amount of up to 3,750 EUR per candidate can be awarded.

