

**CALL FOR PROPOSALS**

Grant scheme to support the use of minority languages in the media, education, administrative authorities and culture in Kosovo[[1]](#footnote-1)\*

BH 9249/2025/14

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| **Project** | Fostering societal cohesion by reinforcing minority rights and minority languages |
| **Awarding entity** | **Council of Europe** |
|  | Directorate General of Democracy and Human Dignity Anti-Discrimination Co-operation Unit |
| **Funding** | Council of Europe |
| **Duration** | Granted projects shall be implemented by28 February 2026.Reporting requirements shall be completed by31 March 2026. |
| **Estimated starting date** | 15 July 2025 |
| **Issuance date** | 13 June 2025 |
| **Deadline for applications** | 29 June 2025 |

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Appendices:

* Appendix I - Application Form
* Appendix II - Provisional budget (Template)
* Appendix III - Template Grant Agreement (for information only)

**How to apply?**

Complete and sign the **Application Form** (See **Appendix I**)

Attach a provisional budget (using the template reproduced in **Appendix II**)

Attach the other supporting documents:

* Statute of the organisation, or the equivalent;
* Certificate(s) of registration as a non-profit organisation (only if relevant);
* Plan of work for the proposed project (list of activities);
* CV(s) of the project manager(s);
* A list of the projects completed within the last two years;
* Letter of support on cooperation with authorities and/or local schools (it is not mandatory, but it would be considered as an asset);
* Letter of commitment or Memorandum from partner CSOs (only in case of applications as consortium).

Send these documents in electronic form (Word .and/or PDF) to the following e-mail address: tenders.antidiscrimination@coe.int . Emails should contain the following reference in subject: BH 9249/2025/14 - APPLICATION

Applications must be received **by 17 June 2025 (at 23:59 Pristina local time)**.

1. **INTRODUCTION**

This call for proposals is launched in the framework of the Council of Europe Project [*Fostering Societal Cohesion by Reinforcing Minority Rights and Minority Languages*](https://www.coe.int/en/web/inclusion-and-antidiscrimination/fostering-societal-cohesion-by-reinforcing-minority-rights-and-minority-languages).

It aims to co-fund minority-focused media organisations, civil society organizations (“CSOs”) and educational institutions in implementing national and local projects aimed at enhancing public understanding of minority issues and of the European standards related to these issues, fostering a more informed and inclusive public dialogue while protecting language rights of Kosovo’s citizens and residents.

The Grantees will remain responsible for administration of the funds which have been granted.

Project proposals shall aim to produce an added value to the Council of Europe (“CoE”) work to foster reconciliation and enhance societal cohesion in Kosovo by advancing the rights of minority groups, including language rights.

1. **BACKGROUND INFORMATION ON THE COUNCIL OF EUROPE PROJECT**

The main purpose of the Project is **raising awareness on rights of national minorities and to foster reconciliation and societal cohesion at different levels of society, enabling minority rights-holders to better exercise their rights.**

The Council of Europe is implementing different activities and initiatives with a range of stakeholders to achieve three main results:

**Working with institutions in charge of minority issues at national and local level, to integrate the Framework Convention for the Protection of National Minorities (FCNM) standards in their daily work.** This is done on one hand by supporting the Technical Group in charge of the Co-ordination of the Implementation of the Recommendations for the Framework Convention and on the other hand by training law enforcement officials to address hate crimes based on ethnic or religious grounds.

**By cooperating with public administration and the higher education sectors, to enhance the use of minority languages in these two domains, in line with European standards, in particular the European Charter for Regional or Minority Languages.** This is achieved by supporting the development of training modules based on Council of Europe minority standards and their rolling in the higher education sector and by supporting municipalities in increasing the use of minority languages, including through pilot projects.

**Through a series of targeted initiatives, to raise institutional and societal awareness on the rights of national minorities and relevant European standards.** Local initiatives addressing youth, civil society and local authorities create more awareness on the daily impact of the Framework Convention for the Protection of National Minorities on their lives, while financial and operational support given to minority media aim to increase the awareness of the general public about issues affecting minorities.

Project partners include: Municipalities; Ministry of Communities and Returns; Ministry of Culture, Youth and Sport; Ministry of Education, Science and Technology; Ministry of Local Government Administration; Office of Community Affairs; Office of Good Governance; Office of the Language Commissioner; Ombudsperson Institution (IOK); Office of the Prime Minister

**Who will benefit from the project?** All citizens, people living in Kosovo and communities, particularly ethnic or linguistic minority communities. Civil society organisations engaged in promoting and protecting human rights.

**Implementation period:** from 1/07/2024 to 30/06/2026.

1. **BUDGET AVAILABLE**

The indicative available budget under this call for proposals is 40.000 Euros (forty thousand Euros). The Council of Europe intends to award up to 4 grants of a maximum amount of 10.000 Euros (ten thousand Euros) each.

Subject to availability of funds and extension of the Project initial duration, the Council of Europe reserves the right not to award all available funds, and/or to redistribute the available funds in a different manner depending on the project proposals received and on the outcome of the call for proposals.

1. **REQUIREMENTS**
2. **General objective**

The grants will fund national and local projects that strengthen media professionalism, foster cross-community collaboration, and enhance media literacy, contributing to a more professional, ethical and inclusive media landscape in Kosovo.

Main goal of the proposed projects is enhancing public understanding of minority issues and of the European standards related to these issues, fostering a more informed and inclusive public dialogue while protecting rights of Kosovo’s citizens and residents, including language rights.

Grants are opened to media organisations (including community media), CSOs, and educational institutions, that can propose innovative and impactful projects aligning to one or more of the priority areas listed below.

1. **Means of action**

Projects may include activities such as the following examples (the list of activities is illustrative and not meant to be exhaustive), with an ultimate aim to promote the relevant CoE standards on rights of national minorities and minority languages:

**Priority Area 1 - Fostering Cross-Community Journalism Initiatives:** coalitions between media outlets or individual journalists operating in different languages to jointly produce content; joint investigative reporting projects; mentorship programs, training workshops, knowledge exchange platforms.

**Priority Area 2 - Advancing Language Diversity in Media and promote its value:** production of news content in multiple languages; development of bilingual/multilingual media platforms; translation projects to make key information widely available; language training programs/resources for journalists to enhance their ability to report accurately and sensitively in multiple languages.

**Priority Area 3 - Promoting Media Literacy Among Youth:** partnerships between media organizations, schools, and youth groups to integrate media literacy training into educational settings; interactive workshops led by journalists to teach young audiences how to assess information credibility and understand journalistic ethics; development of accessible educational materials (online toolkits, videos, interactive learning modules etc.).

**Priority Area 4 - Developing Social Media Initiatives for Journalists**: training programs to equip journalists with the skills to effectively use social media for reporting, storytelling, and outreach; innovative digital journalism projects, eg. interactive storytelling formats and cross-platform content strategies; training activities to provide journalists with tools to verify sources, fact-check content, and navigate the challenges of online journalism responsibly.

**Priority Area 5 - Supporting Training and Job Placement for Young Journalists:** structured internship programs within media outlets allowing young journalists to develop practical skills in reporting, editing, and digital media production; mentorship programs with experienced journalists guiding young professionals in ethical reporting, investigative techniques, and audience engagement strategies; career development activities, eg. networking events, job placement support, specialized training workshops.

**Other initiatives:** training sessions for journalists on conducting interviews in an effective and rigorous way; journalism awards programs for high-quality and professional journalism.

1. **Implementation period**

The implementation period of the granted projects should start on **15 July 2025** (see indicative timetable under VIII. below) and shall not extend beyond **28 February 2026.**

Reporting requirements shall be completed on **31 March 2026 at the latest**.

Projects completed prior to the date of submission of the applications will be automatically excluded. As regard projects started prior to the date of submission of the applications, or prior to the date of signature of the grant agreement, only those costs incurred after the date of submission of the grant application could be eligible (provided the agreement concerned so provides).

1. **Target stakeholders**

Projects should target in particular the following key stakeholders: local authorities; educational institutes; youth, religious and other civil societies organisations; linguistic and ethnic minorities; general population.

The above list is not exhaustive and projects may propose to target other relevant stakeholders, while keeping in mind the general objective of the Project.

1. **Budgetary requirements**

Project proposals shall be accompanied by a draft budget (See **Template Budget, in Appendix II**) amounting to a maximum of **10.000 Euros (ten thousand Euros).** The estimated budget must be consistent, accurate, clear, complete and cost-effective, in the light of the activities proposed.

Each Grantee shall also be required to contribute to the project either by way of its own resources or by contribution from third parties. Co-financing may take the form of financial or human resources, in-kind contributions or income generated by the action or project.

1. **Further to the general objective, preference will be given to:**
* Projects/actions proposed by (coalitions of) media outlets, community media organisations, individual journalists, CSOs, educational institutions, community-based organisations;
* Projects/actions targeting Kosovo’s citizens and residents with an inclusive approach;
* Projects/actions involving local authorities; educational institutes; youth, religious and other civil societies organisations; linguistic and ethnic minorities.

Projects are encouraged to have a gender mainstreaming and an intersectional dimension.

1. **The following types of action will not be considered:**
* Projects/actions providing financial support to third parties (re-granting schemes);
* Projects/actions concerning only or mainly individual scholarships for studies or training courses;
* Projects/actions supporting political parties.
1. **Funding conditions:**

The funds for each grant should in principle be distributed as follows:

* **80 %** will be paid to the Grantee or the Lead Grantee in case of a consortium when the Grant Agreement between the Parties is signed;
* the balance will be paid to the Grantee or the Lead Grantee in case of a consortium based on actual expenditures incurred, and after the presentation and acceptance by the Council of Europe of the final narrative and financial reports for the Grant implementation.
1. **Reporting requirements:**
* **narrative reporting** requires a full narrative report on the use made of the grant and a copy of the register of the persons present during each of the activities, including names and signatures of participants;
* **financial reporting** requires in particular a statement in the currency in which the Grant Agreement will be concluded (Euros or local currency), in English, stating the payments made for the implementation of the activities, certified by the responsible financial officer of the Grantees, accompanied by “appropriate original supporting documents” (see below). The Council of Europe reserves the right to ask for summary translations of invoices into English. If for legal reasons the original documents must be retained by the Grantees, certified copies must be submitted with the financial statement.

“Appropriate original supporting documents” refers to signed contracts, invoices and acceptances of work (for all transactions), payment authorisation for all transactions should also be provided in case the Grantees use such practice, and reliable evidence of payment (authorised payment order and bank statement).

As regards round tables / conferences, presenting “appropriate original supporting documents” requires presentation of a programme indicating the title, dates, venue, and agenda of the event; the names of persons facilitating the event, a signed list of participants, the contracts with the owner of venue of the event (e.g. hotel) for the rent of premises, food and beverages of participants, invoices from the owner of the venue of the event for the above services, and a report on the results of the event (see narrative reporting above).

As regards consultancy services, presenting “appropriate original supporting documents” requires presentation of evidence of the outputs produced, contracts with experts and consultants containing a specific description of services to be carried out, invoices produced after the works have been performed and delivered (the specialities of the consultants shall correspond to the nature of activities for which they are contracted).

As regards travel fees / lodging of experts and participants, presenting “appropriate original supporting documents” requires presentation, where relevant, of contracts with a travel agency for travel fees and lodging, invoices of the travel agency indicating destinations, dates, ticket costs, and names of the travelling persons, a programme of the event indicating the names of the experts and signed lists of participants.

The above description is not comprehensive. Any doubt regarding the interpretation of the notion of “appropriate original supporting documents” should lead the Grantee or the Lead Grantee in case of a consortium to consult the Council of Europe.

1. **HOW TO APPLY?**
2. **Documents to be submitted:**

Each application shall contain:

* the completed and signed **Application Form** (See **Appendix I**);
* a provisional budget (using the template reproduced in **Appendix II**);
* a list of all owners and executive officers, for legal persons only;

The other supporting documents:

* Statute of the organisation, or the equivalent;
* Certificate(s) of registration as a non-profit organisation (only if relevant);
* Plan of work for the proposed project (list of activities);
* CV(s) of the project manager(s);
* A list of the projects completed within the last two years;
* Letter of support on cooperation with authorities and/or local schools (it is not mandatory, but it would be considered as an asset);
* Letter of commitment or Memorandum from partner CSOs (only in case of applications as consortium).

**Applications that are incomplete will not be considered.**

***All documents shall be submitted in English (with exception of organisation’s registration certificate and statute), failure to do so will result in the exclusion of the Grantee.***

1. **Questions**

General information can be found on the [website of the Council of Europe](https://www.coe.int/en/web/inclusion-and-antidiscrimination/fostering-societal-cohesion-by-reinforcing-minority-rights-and-minority-languages).

Other questions regarding this specific call for proposals must be sent at the latest one week before the deadline for the submission of proposals, in English, and shall be exclusively sent to the following address: tenders.antidiscrimination@coe.int, with the following reference in subject: BH 9249/2025/14 QUESTIONS.

1. **Deadline for submission**

The application form, **completed and signed by all Grantees**, together with the supporting documents, must be submitted in electronic form (Word and/or PDF) to the following e-mail address: tenders.antidiscrimination@coe.int.Emails should contain the following reference in subject: BH 9249/2025/14.

Applications must be received **by 29 June 2025 (at 23:59 Pristina local time )**. Applications received after the above mentioned date will not be considered.

1. **Change, alteration and modification of the application file**

Any change in the format, or any alteration or modification of the original application file, will cause the immediate rejection of the application concerned.

1. **EVALUATION AND SELECTION PROCEDURE**

The projects presented will be assessed by an Evaluation Committee composed of three staff members of the Council of Europe.

The procedure shall be based on the underlying principles of grant award procedures, which are transparency, non-retroactivity, non-cumulative awards, not-for-profit, co-financing and non-discrimination, in accordance with [Rule 1374 of 16 December 2015 on the grant award procedures of the Council of Europe](https://wcd.coe.int/ViewDoc.jsp?Ref=SG/Rule(2015)1374&Language=lanEnglish&Ver=original&BackColorInternet=99CCFF&BackColorIntranet=99CCFF&BackColorLogged=99CCCC).

The applicants, and their projects, shall fulfil all of the following criteria:

1. **Exclusion criteria:**

Applicants shall be excluded from the grant award procedure where they or, in the case of legal persons, their owner(s) or executive officer(s):

1. have been sentenced by final judgment on one or more of the following charges: participation in a criminal organisation, corruption, fraud, money laundering, terrorist financing, terrorist offences or offences linked to terrorist activities, child labour or trafficking in human beings;
2. are in a situation of bankruptcy, liquidation, termination of activity, insolvency or arrangement with creditors or any like situation arising from a procedure of the same kind, or are subject to a procedure of the same kind;
3. have received a judgement with res judicata force, finding an offence that affects their professional integrity or constitutes a serious professional misconduct;
4. do not comply with their obligations as regards payment of social security contributions, taxes and dues, according to the statutory provisions of the country where they are established;
5. are an entity created to circumvent tax, social or other legal obligations (empty shell company), have ever created or are in the process of creation of such an entity;
6. have been involved in mismanagement of the Council of Europe funds or public funds;
7. are included in the lists of persons or entities subject to restrictive measures applied by the European Union (available at [www.sanctionsmap.eu](http://www.sanctionsmap.eu)).

By signing the Application Form, applicants shall declare on their honour that they are not in any of the above-mentioned situations (See **Appendix I, Item 12**).

The Council of Europe reserves the right to ask applicants at a later stage to supply the following supporting documents:

* for the items set out in paragraphs a), b), c) and f), an extract from the record of convictions or failing that an equivalent document issued by the competent judicial or administrative authority of the country where the applicant is established, indicating that these requirements are met;
* for the items set out in paragraph d), a certificate issued by the competent authority of the country of establishment;
1. for the items set out in paragraph e);
	1. for natural persons, a scanned copy of a valid photographic proof of identity (e.g. passport)
	2. for legal persons, an extract from the companies register or other official document proving ownership and control of the applicant.
2. **Eligibility criteria:**

In order to be eligible for a grant, an applicant must:

* be legally constituted as a media organisation or a non-governmental organisation in Kosovo[[2]](#footnote-2)\*;
* be entitled to carry out activities described in its project proposal.
* have been active for at least 2 years in the field of human rights and/or anti-discrimination.
* have sufficient financial capacity (stable and sufficient sources of funding) to maintain its activity throughout the period for which the grant is awarded and to participate by way of its own resources (including human resources or in-kind contributions)[[3]](#footnote-3);
* have sufficient operational and professional capacity, including staff, to carry out activities described in its project proposal[[4]](#footnote-4);
* have a bank account.

**Multiple applications are not allowed and shall lead to the exclusion of all applications concerned.**

1. **Award criteria**

Applications will be assessed against the following criteria:

* the relevance and added value of the project with regard to the objective of the call (30%)
* the extent to which the action meets the requirements of the call (30%);
* the quality, accuracy, clarity, completeness and cost-effectiveness of the application and the estimated budget (20%);
* the relevance of the experience of the applying organisation(s) and staff (20%).
1. **NOTIFICATION OF THE DECISION AND SIGNATURE OF GRANT AGREEMENTS**

On completion of the selection process, all applicants will be notified in writing of the final decision concerning their respective applications as well as on the next steps to be undertaken.

The selected Grantees will be invited to sign a Grant Agreement (See Appendix III, for information only), formalising their legal commitments**. Potential applicants are strongly advised to read the draft contract, in particular its requirements in terms of payment and reporting.**

1. **INDICATIVE TIMETABLE**

|  |  |
| --- | --- |
| **Phases** | **Indicative timing** |
| **Publication of the call** | 13 June 2025 |
| **Deadline for submitting applications** | 29 June 2025 |
| **Information to applicants on the results of the award procedure** | 11 July 2025 |
| **Signature of the grant agreements** | 15 July 2025 |
| **Granted projects implementation period** | 15 July 2025 – 28 February 2026 |

**\* \* \***

1. All reference to Kosovo, whether to the territory, institutions or population, in this text shall be understood in full compliance with United Nations Security Council Resolution 1244 and without prejudice to the status of Kosovo [↑](#footnote-ref-1)
2. All reference to Kosovo, whether to the territory, institutions or population, in this text shall be understood in full compliance with United Nations Security Council Resolution 1244 and without prejudice to the status of Kosovo [↑](#footnote-ref-2)
3. The Council of Europe shall have full discretion in determining whether applicants are considered to have sufficient financial capacity in light of the complexity of the project/action proposed. [↑](#footnote-ref-3)
4. The Council of Europe shall have full discretion in determining whether applicants are considered to have sufficient operational and professional capacity in light of the complexity of the project/action proposed. [↑](#footnote-ref-4)