



PUBLIC CALL FOR GRANT SCHEME

A tool for promoting dual education in Kosovo

Application Guide: Public Call for Financial Support to Promote Dual Education through Cooperation between Businesses and Public Vocational Education and Training Institutions (VETI).

Contracting and Implementing Authority: Ministry of Industry, Entrepreneurship, Trade and Innovation (MIETI), respectively the Kosovo Investment and Enterprise Support Agency (KIESA).

1. Background

The Ministry of Industry, Entrepreneurship, Trade and Innovation (MINTI), in cooperation with the Ministry of Education and Science, the Luxembourg Development Agency (LuxDev), through the Kosovo Investment and Enterprise Support Agency (KIESA), are launching the grant scheme.

This grant scheme aims to promote dual vocational education and training, by encouraging private sector companies (employers) to offer creative solutions to collaborate closely with public vocational education and training institutions (VETIs), as well as with accredited training providers.¹

The scheme is funded by the Grand Duchy of Luxembourg through the LuxDev project "Skills for Sustainable Employment in Kosovo".

2. Purpose and expected results (Purpose)

The purpose of the grant scheme is to create partnerships between the private sector (businesses) and public IVET institutions that will enable students to gain practical work experience according to the dual education model, with a particular focus on providing women with training and employment opportunities.

¹ Training providers contracted through the consortium must be accredited or in the process of being accredited by the National Qualifications Authority (NQA). Non-formal or short-term courses offered by these training providers do not need to be accredited, although accreditation is strongly encouraged.

This innovative grant scheme is organised in two funding windows to better distinguish between supporting formal education through dual education profiles and non-formal education through short-term courses, using the dual education methodology whenever possible. Applications can be made for:

- 1. Window 1 (mandatory):** Support for private companies (employers), with priority for those operating in the sectors of Energy Efficiency and Renewable Energy, Information and Communication Technology, Wood Processing and Food Processing, through a three-year partnership contract with a public IAEP implementing dual education profiles.
- 2. Window 2 (optional):** Support for private companies to contract accredited training providers (including in-company training centres) to offer short-term non-formal education (short-term courses), through the submission of a training plan with potential training providers, to promote the dual education methodology, retraining and upskilling.

The expected results are as follows: Vocational education and training (VET) schools will establish partnerships with local businesses through three-year agreements, and the grant will provide these partnerships with resources to provide quality training. As a result, companies will have access to qualified workers that respond to real market needs.

3. Eligible applicants

Eligible applicants for this grant scheme are local businesses, representatives of the private sector that can promote dual education. The priority sectors of the project are: Renewable Energy and Energy Efficiency (RE/EE), Information and Communication Technology (ICT) and Manufacturing (including wood processing and food processing). Although the project is focused on these areas, other sectors with potential for promoting dual education can also be considered.

A basic condition for applying for the grant scheme is the creation of a consortium-agreement between local businesses and public VET schools, with the private sector in the leading role of the activities. This should include financial guarantees for cost sharing within the three-year contract period, as well as a guarantee from the local business for the implementation of the project and the continuation of cooperation between the local business and the public VET school even after the end of the project.

4. Financial support provided by KIESA/LuxDev

The total grant scheme is 1,000,000 euros, with Window 1 aiming to support at least 10 consortia between private businesses and public VET schools to promote dual education. Window 2 of the grant scheme aims to support accredited training providers to offer short-term courses to the consortium, based on a training needs assessment carried out in advance by the consortium. The main beneficiaries are intended to be from the seven regions of the country and each winning proposal must involve at least 10 students within the three-year contract period.

The amount of the project application must be between 50,000 EUR and 100,000 EUR. KIESA/LuxDev will contribute 80% to 90% of the total project cost, while the consortium will cover the rest of the project.

The administration of the grant scheme will be carried out by the Kosovo Investment and Enterprise Support Agency (KIESA) and the Ministry of Industry, Entrepreneurship, Trade and Innovation, while LuxDev will be responsible for managing the financial part of the grant scheme.

5. Documents required according to Administrative Instruction 01/2018

1. Business registration certificate with all accompanying information according to the requirements of the legislation in force in the Republic of Kosovo.
2. Fiscal number certificate (not applicable to businesses that have the business registration number and fiscal number on one certificate).
3. Tax certificate confirming that the applicant has no current unpaid tax debts or other tax obligations, or is in agreement with the Tax Administration for the repayment of the debt.
4. Copy of the notification permit of the person(s) in whose name the applicant is registered.
5. Evidence from the applicant that he/she is not in bankruptcy or under forced judicial administration issued by the Basic Court - original, not older than 30 days.
6. Evidence of the applicant's active bank account in one of the banks licensed by the Central Bank of Kosovo.
7. Applicant's bank account statement for the last year (2025). This will not apply to newly established applicants.
8. Project proposal including at least the purpose, project activities, financial cost and project implementation schedule, as well as the applicant's organizational structure, whose data is presented in the application.
9. For enterprises registered before 2024, they must provide the turnover for 2024 and 2025, proven by a document issued by TAK. For enterprises registered during 2024 and 2025, they must provide the total turnover since registration. Whereas, for enterprises registered during 2026, they must provide the total turnover since registration.
10. Not have received funds from other funding sources for the same activities (this is evidenced by the sworn declaration), which can be downloaded from the official website of KIESA, completed and uploaded for the application.
11. The applicant has fulfilled all obligations arising from previous financial support, if they have benefited from public funding sources and/or from former designations (MTI/MIET) MIETI in the last two years (this is evidenced by the sworn declaration), which can be downloaded from the official website of KIESA, completed and uploaded for the application.

Additional documents required

The following documents must be submitted by the consortium at the time of application:

- Accreditation certificate issued by the AQA, valid at the time of application (does not apply to public IVETs managed by municipalities and Competence Centres – CG managed by the Agency for Vocational Education and Training and Adult Education (AAAPARr)). If the training provider is in the process of re-accreditation, a request for re-accreditation stamped by the AQA confirming receipt of the request is sufficient.
- Signed partnership agreement between the consortium members that includes:
 - Roles of each consortium partner,
 - Responsibilities of each consortium partner,
 - Financial management,
 - Communication,
 - Monitoring,
 - and any other commitments agreed between the consortium partners.

Requests for submission of proposals and clarifications

- Applications can be completed in Albanian, Serbian and English.
- All students benefiting from a dual education profile supported by the project must have a secured position in a private company for the in-company training component.
- All students must be offered a compensation (100% covered by the private companies within the co-financing budget according to the rules of the Ministry of Education) and the insurance costs provided by the private companies, respectively the municipalities. In case of mutual agreement, the private sector may also cover the insurance costs, provided that it is mentioned in the co-financing budget.
- The equipment requested to be subsidized must be new and have proof of the European Conformity (CE) mark.
- The beneficiary has no right to sell any equipment purchased through this grant within three years from the date of signing the grant contract. This clause will be an integral part of the grant agreement.
- In case of any unforeseen costs related to the implementation of the project proposal, the beneficiary will be responsible for covering these costs, if the project implementation is done at a lower cost, then the beneficiary company is obliged to return the difference of funds according to the percentage of the grant
- In case of benefiting from the grant, no change of the initial basic idea as described in the project proposal is allowed during the project implementation phase.
- Any other activity that is not in accordance with this public call will not be accepted.
- The applicant must present its financing participation (minimum 10% of the budget) in the budget section of the application.
- Before signing the grant agreement, the beneficiary is obliged to open a new bank account or sub-account dedicated to administering the grant.
- Before signing the grant agreement, the lead company applying is obliged to provide a valid bank guarantee issued by a registered financial institution, licensed by the Central Bank of Kosovo (CBK), for the total value of the grant until the completion of the project
- Since this scheme aims to promote and develop dual education and is directly funded by the donor (LuxDev), then all enterprises are eligible to apply regardless of other KIESA schemes.
- Enterprises whose agreements from previous KIESA schemes have expired and that have not fulfilled the obligations of those schemes are not eligible to benefit from this scheme.

- If the company is a beneficiary, then an agreement will be signed, part of which will also be the declarations made during the application.
- VAT is an acceptable expense for natural persons and enterprises that do not declare VAT, while for enterprises that declare VAT, this is an unacceptable expense.
- The list of evaluated enterprises will be published on the MIETI/KIESA website. Depending on the budget limits, the list of beneficiary businesses may include up to 5 reserve businesses. In case of withdrawal or failure of any beneficiary business, it may be replaced with reserve businesses.
- The grant scheme aims to directly support businesses and encourages the building of professional capacities within companies. Therefore, consulting companies that provide services to the applying businesses are excluded from this process with this call. In case of identification of their involvement as representatives of businesses, applicants will be disqualified. This is because the entire process is simple and free of financial costs, starting from the electronic application method via official email, to the evaluation, signing of agreements, distribution of funds and their monitoring.
- Businesses are entitled to apply only once, using a single email address. Any business that sends more than one application with the same or different email addresses will be disqualified.

Important note:

In case of non-fulfilment of the criteria, the application form will be considered incomplete and, as such, will not be eligible for financial support.

3. Duration

The duration of the project financed by LuxDev through funding from the Luxembourg Development Cooperation cannot exceed 12 months.

6. How to apply

- The public call is announced on the official websites of MIET and KIESA.:
- <https://mint.rks-gov.net/>
- <http://kiesa.rks-gov.net/>
- Application is made online only via email: arsimidual@rks-gov.net. Other application forms are not accepted.
- The deadline for submitting the application and accompanying documents is until 30.04.2026 at 23:59hrs
- Additional information can be requested via email address: sme.kiesa@rks-gov.net

7. Evaluation criteria

Evaluation criteria for Window 1 applications

Evaluation criteria	Points
Criteria A - Strategic fit with the proposed training offer	20

A.1 Fit of investments with the planning of the training offer	15
A.2. Development of sectors considered as priorities	5
Criteria B - Adequacy of the competences of the centre and internal capacity for implementation	15
B.1. Internal capacity for implementation	10
B.2. Installed technical capacity	5
Criteria C - Responsiveness to the needs of the private sector	25
C.1. Contribution of the proposal to the development of the private sector and dual education profiles considered strategic for the socio-economic development of the country	25
Criteria D - Project quality	30
D.1. Innovation - Pedagogical and methodological training	10
D.2. Technological innovation	10
D.3. Modernisation of training facilities	10
Criteria E - Priority groups	10
E.1. Priority groups	10
TOTAL maximum points	100

Additional assessment criteria for Window 2

Evaluation criteria	Points
Criteria A – Strategic Relevance	25
A.1. Development of sectors considered strategic	10
A.2. Development of competencies through transversal skills	15
Criteria B – Quality of the proposed training	35
B.1. Innovation	15
B. 2. Contribution of the proposal to the development of the private sector	20
Criteria C – Employability Potential	40
C.1. Employability	40
TOTAL maximum points	100

Note: For applicants, if they benefit, the statements in the draft proposal will be reflected in the agreement between the parties. If during the process it is found that false or inaccurate information or data has been submitted, the business will be disqualified and the matter will be further processed according to the laws in force.

8. Complaints

After the announcement of the preliminary results, applicants may submit their appeals within the deadline specified in AI 01/2018, only via email: arsimidual@rks-gov.net.

Note: If the information provided in this application is proven to be incorrect, the business will not be paid and will be held responsible for all consequences, according to the relevant legislation in force.