Republika e Kosovës
Republika Kosova-Republic of Kosovo
Qeveria-Vlada-Government

Ministria e Industrisë, Ndërmarrësisë, Tregtisë dhe Inovacionit
Ministarstvo Industrije, Preduzetništva, Trgovine i Inovacije
Ministry of Industry, Entrepreneurship, Trade, and Innovation

Investment and Enterprise Support Agency in Kosovo

FINANCIAL SUPPORT INSTRUMENT FOR THE CREATIVE INDUSTRY

Guidelines to application: Public call for financial support for Micro, Small and Medium Enterprises (MSMEs) in the Creative Industry sectors (CI).

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

1. Introduction

MIETI/KIESA, in cooperation with UNDP, on 08 May 2025, signed the agreement for the establishment of the Financial Support Instrument (FSI) for MSMEs in the creative industry for the year 2025. The purpose of this instrument is to promote innovation, development, growth and increase the visibility of the creative industry in Kosovo. The total value of the FSI, according to the agreement, is EUR 1.45 million, of which EUR 950,000.00 are financed by the Government of the Grand Duchy of Luxembourg, while EUR 500,000.00 are financed by MIETI/KIESA.

2. Purpose of the call

The creative industry is considered a sector with high potential for fostering innovation, creating new jobs, generating income and contributing to increased exports. For this reason, FSI is designed to support creative industry enterprises that present innovative proposals and that aim to increase the productivity, sustainability, quality and visibility of their products or services, with a focus on expanding market participation. FSI aims to strengthen the creative industry in Kosovo, promoting its development and sustainable and inclusive social and economic contribution.

3. Eligible sectors

The primary or secondary field of activity of enterprises must be in line with the sub-sectors of the creative industry, according to the NACE code classification, as follows:

Table 1: Main sectors of creative industries according to international classifications

1399	Manufacture of other textiles n.e.c.
1512	Manufacture of luggage, handbags and the like, such as saddlery and harness
2341	Manufacture of ceramic household and ornamental articles
3212	Manufacture of jewellery and related articles
3213	Manufacture of imitation jewellery and other similar articles
3220	Manufacture of musical instruments
5911	Motion picture, video and television program production activities

5912	Motion picture, video and television programme post-production activities
5920	Sound recording and music publishing activities
7111	Architectural activities
7410	Specialised design activities
9003	Artistic creation

Note: The codes 5911 and 5912 exclude television programs.

4. Supported categories and financial conditions

The total value of the FSI for the second phase is €450,000.00 which is planned to be distributed across three categories of enterprises, as follows:

Table 2: Support by category

Category	Number of employees	Maximum amount of financing	Minimum co-financing	Total budget per category
Category 1: Micro	up to 9	€20,000	10%	€200,000.00
Category 2: Small	10 - 49	€35,000	15%	€150,000.00
Category 3: Medium	50 - 249	€45,000	20%	€100,000.00

5. Expected outcomes

The selected projects are expected to achieve concrete results by the end of the project implementation period, in the following areas:

- Increasing manufacturing/creative capacities or productivity.
- Creating, developing or updating products/services through innovative concepts.
- Improving the company's brand or digital presence.
- Expanding participation in the local, regional or international market.
- Increasing cooperation and building new strategic partnerships.

6. Documents required for application according to Administrative Instruction 01/2018

1. Registration certificate of the enterprise with all accompanying information according to the requirements of the legislation in force in the Republic of Kosovo.
2. Fiscal number certificate (does not apply to enterprises that have the enterprise registration number and fiscal number on one certificate).
3. Tax certificate confirming that the applicant has no current outstanding tax debts or other tax obligations or is in a debt settlement agreement with TAK.
4. List of employees for the years 2025 and 2026, issued by TAK, with the name of the enterprise and in accordance with the UIN (can be downloaded online from the TAK website). Based on the list, MSMEs will be categorized and evaluated, as well as the female employment points will be evaluated. For enterprises registered during 2026, they must bring the list of employees since registration.
5. Copy of the ID card of the person in whose name the company is registered.
6. Proof from the applicant that he/she is not in bankruptcy or under judicial receivership issued by the Basic Court - original copy not older than 30 days is required. The document is issued at the Commercial Court of Kosovo.
7. Proof of an active bank account in the name of the applicant company, in one of the banks licensed by the Central Bank of Kosovo. The proof must be within the call opening deadline.
8. Bank account balance in the name of the applicant company for the last year (2025). This is not applicable for newly established applicants.

9. Offer for the implementation of the project – only proof of expenses that must necessarily be purchased from another business entity is required.
10. The applicant should not have received funds from other sources of funding for the same activities (proven by a sworn statement, which must be downloaded from the KIESA website, completed with the company's data and uploaded to the e-Kosova system).
11. Have fulfilled all obligations from prior financial support, if they have benefited from public sources of financing from MIETI for the last two years, (proven by a sworn statement, which must be downloaded from the KIESA website, completed with the enterprise's data and uploaded to the e-Kosova system).
12. 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.
13. Project proposals should be downloaded from the KIESA website, completed and sent via email to: aplikimi.ikreative@rks-gov.net, and be in line with the offer for the implementation of the project, including the following points and in case of benefiting, the project proposal will be fully reflected in the Agreement between the parties:
    - Overview of your business activity and the main characteristics of the products or services you provide.
    - Purpose of the project including the innovative concept;
    - Activities and expected outcomes, including timeline;
    - Cost and financial resources;
    - Organizational structure and objectives of the enterprise;
    - Current production capacities and goals for increasing creative production and exports.
14. A video of up to 2 minutes' duration presenting the concept of the project proposal must be made via a link, only on one of the following platforms: YouTube, Google Drive, Vimeo, One Drive or Drop Box.

7. Information on eligible and eligible expenses

- Eligible expenses include the purchase of equipment and technology, production materials and supplies, branding and marketing, creative content, specialized materials, participation in fairs/exhibitions/festivals/networks, as well as exports.
- Any promotional activity should not exceed 30% of the requested budget.
- All expenses must be carefully planned for the duration of the project, clearly justified in the application and supported by valid documentation, such as quotes, bids or contracts.
- Expenses related to the rental of work space, salaries of administrative staff, or ordinary operating expenses are not considered eligible expenses for support under the FSI for the creative sector.
- Expenditure incurred before the signature of the grant agreement is not eligible for funding. The final approved budget will be subject to verification by the Contracting Authority.

8. Additional clarifications

- The application and budget can be downloaded from the KIESA website, in one of the following languages: Albanian, Serbian or English.

- The same MSMEs that potentially benefited during 2024 and 2025 from KIESA schemes are not eligible to benefit from this call, including any other KIESA grant scheme during 2026.
- Applications lacking any of the required documents will be disqualified.
- Changes to the KBRA are not accepted during the public call application phase, as well as for beneficiary enterprises, after the announcement of the preliminary list until payment is made.
- Businesses are only eligible to apply once, using a single email address. Any business that submits more than one application using a different email address will be disqualified.
- The beneficiary enterprises will be ranked according to the number of points scored by the evaluation committee. Depending on the budget limits, the list of beneficiary enterprises may include a reserve list.
- The list of enterprises ranked according to the points obtained based on the evaluated application is published on the MIETI/KIESA website.
- Consulting companies that provide services to the applicant enterprises are excluded from this call. In case of identification of their involvement as representatives of the enterprises, the applicants will be disqualified. This is because the entire process is simple and without financial costs, starting from the electronic application method through the e-Kosova platform, to the evaluation, signing of agreements, disbursement of funds and their monitoring.
- Before signing the agreement, beneficiary enterprises are required to provide guarantees from insurance companies or banks for the total value of the financial support.
- If the company is a beneficiary, then a bilateral agreement will be signed (MIETI/KIESA and the company), part of each of which will also include the statements made during the application.
- After signing the agreement, 100% of the approved value will be transferred to the beneficiary enterprise.
- VAT is an eligible expense for natural persons and non-VAT declaring enterprises, while for VAT declaring enterprises, this is an unacceptable expense.
- During the monitoring process, beneficiary enterprises must prove expenses with invoices or contracts, supported by bank transactions according to the financial activities presented in the offer, while for activities that do not necessarily require an offer from another business entity, then all commitments reflected by the applicants in the draft proposal apply, and the same data will be an integral part of the agreement.
- The change of the offer can only be made by a special request submitted to MIETI/KIESA, respectively to the monitoring commission. The request must be based on solid reasons from the beneficiary and the same can be implemented only after the approval of the request, in which case the concept of the project and the amount of support from MIETI/KIESA do not change. In cases where the offer has a higher price than that presented in the applicant project, the change of price is the obligation of the beneficiary and in no case does the value of support from MIETI/KIESA change.
- If the information provided in this application is proven to be incorrect, the company will not be paid and will be held responsible for all consequences, according to the relevant legislation in force.
- If the quota in any of the categories is not met, then the remaining part of the budget may be transferred to other categories. MIETI/KIESA reserves the right not to distribute all the funds available.

9. Table 3: Evaluation criteria

#		Maximum points		
		Category 1	Category 2	Category 3
1	Project proposal evaluation	50	50	50
2	Evaluation of creative idea/innovation	10	10	10
3	Assessment of the annual turnover of the applicant enterprises, according to sub-point 12 of point 6 of these guidelines	20	20	20
4	Percentage of female employees, one (1) point for every 10% of female employees.	10	10	10
5	Social and Economic Impact: Number of new jobs anticipated to be created during and after the completion of the project.	Five (5) points for each one (1) to be hired	3.33 points for each one (1) to be hired	Two (2) points for each one (1) to be hired
		10	10	10

10. Duration and implementation

The maximum deadline for project implementation is 12 months from the date of signing the contract. Businesses are obliged to report at least 30 days before the expiration of the agreement.

11. Application

- The public call notice is published on the official website of MIETI and KIESA:
    - https://mint.rks-gov.net/
    - http://kiesa.rks-gov.net/
- Application is made only via email address: aplikimi.ikreative@rks-gov.net
- Application deadline: from 23.03.2026 to 15.04.2026.
- Additional information can be obtained via email address: sme.kiesa@rks-gov.net

12. Complaints

After the publication of the preliminary results, applicants may address complaints within the deadline provided for in AI 01/2018, via email address: sme.kiesa@rks-gov.net

Note:

- If it is proven that the information provided in the application is incorrect, the beneficiaries will not be paid and will be held liable according to applicable legislation.
- All commitments regarding the data provided to be used in the evaluation criteria must be reflected by the applicants in the draft proposal and the same data will be a constituent part of the agreement.