



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

Ministria e Industrisë, Ndërmarrësisë dhe Tregtisë
Ministarstvo Industrije, Preduzetništva i Trgovine
Ministry of Industry, Entrepreneurship and Trade
Kosovo Investment and Enterprise Support Agency

GRANT SCHEME

Application Guide: Public Call for Financial Support to Micro, Small and Medium-sized Enterprises (MSMEs) in the Information and Communication Technology (ICT) Sector

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

1. Introduction

MIET, through KIESA, is launching a Grant Scheme to support MSMEs operating in the ICT sector. This scheme aims to promote sustainable, innovative and internationally market-oriented development of this sector in Kosovo.

2. Purpose

The purpose of the scheme is to support MSMEs in the ICT sector that submit proposals for the creation of new products or the development and improvement of existing ones, with a focus on increasing export opportunities.

3. Sector

MSMEs, the primary or secondary business activity of which falls within the ICT sector, are eligible to apply.

4. Financial support provided by MIET/KIESA

The total budget for the Grant Scheme is €1,000,000. MIET/KIESA reserves the right not to allocate all available funds. Grants will be awarded to MSMEs, with a maximum value of up to €25,000 per beneficiary. Any amount exceeding this value must be covered by the beneficiary businesses themselves.

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

1. Business Registration Certificate with all accompanying information as required by the applicable legislation in the Republic of Kosovo.
2. Fiscal Number Certificate (not applicable for businesses where the registration and fiscal number are included in a single certificate).
3. Tax certificate certifying that the applicant has no outstanding tax debts or other tax liabilities or is under a debt settlement agreement with TAK.
4. A copy of the identity card of the owner/s in whose name the applicant is registered;

5. Evidence from the applicant that he/she is not in bankruptcy or under forcible court administration issued by the Basic Court - the original is required not older than 30 days. This document can be obtained at the Commercial Court of Kosovo.
6. Proof of an active bank account in the name of the applicant business in one of the banks licensed by the Central Bank of Kosovo. The proof must be dated within the open period of the call.
7. Bank account statement in the name of the applicant business for the last year (2024). This is not applicable to newly established applicants.
8. Statement under oath confirming that the applicant has not received funds from other sources for the same activities. This statement must be downloaded from the KIESA website, completed with business data and uploaded to the e-Kosova platform.
9. Applicants must have fulfilled all obligations related to previous financial support, if they have benefited from public funding from MIET in the past two years. This must be proven with a statement under oath, which must be downloaded from the KIESA website, completed with the business information and uploaded to the e-Kosova platform.
10. The project proposal must include the applicant's core organizational capabilities, such as the project objective, project activities and the organizational structure of the applicant. In addition, the added value of the project proposal should be demonstrated through a concrete and professional timeline or project implementation, including the innovative concept for the creation of new products or the development and improvement of existing ones, accompanied by the financial cost for each activity. The project proposal must also present the potential for market expansion as well as the capacity for project implementation. The project proposal must be prepared by the applicant and uploaded to the e-Kosova platform.
11. A video of up to 2 minutes duration presenting the concept of the project proposal.

Additional clarifications:

- Applications will be received in Albanian, Serbian and English.
- MSMEs that have received direct financial support from MIET/KIESA during 2024 under the Innovation Grant Scheme are not eligible to benefit from this call, including from any other KIESA grant scheme during 2025, except for the Digitalization Services Scheme.
- Beneficiary businesses will sign a bilateral agreement with MIET/KIESA, which will include the statements submitted during the application process.
- The primary or secondary field of activity of the enterprises as registered with the KBRA cannot be changed after the publication of the public call. Similarly, no changes in the KBRA will be allowed for beneficiary businesses from the publication of the preliminary list until the payment is made.
- Before signing the agreement, beneficiary enterprises are required to provide a guarantee from an insurance company or bank, covering the total approved grant amount.
- After the agreement is signed, 100% of the approved grant amount will be transferred to the beneficiary enterprise.
- VAT is an eligible cost only for individuals and businesses not registered for VAT. For businesses that are VAT-registered, VAT is a non-eligible cost.

- Beneficiary businesses will be selected based on the highest scores given by the evaluation committee. Depending on the budget limitations, the final beneficiary list may include up to 10 reserve businesses.
- The list of selected beneficiaries will be published on the official websites of MIET and KIESA.
- Consulting companies that provide services to applicant businesses are excluded from participating in this process. If such companies are identified as representatives of applicants, those applications will be disqualified. This is because the entire process is simple and free of charge, from online application via the e-Kosova platform to evaluation, agreement signing, fund disbursement and monitoring.

6. Duration

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

7. How to Apply:

- The public call notice will be published on the official websites of MIET and KIESA:
<https://mint.rks-gov.net/>
<http://kiesa.rks-gov.net/>
- Applications must be submitted exclusively through the e-Kosova platform <https://ekosova.rks-gov.net/640>
- Application deadline: from 17.06.2025 to 07.07.2025.
- Additional information can be obtained via email address: sme.kiesa@rks-gov.net

#	8. Evaluation criteria	Maximum points
1	The importance of the project proposal for the creation of new products or the development and improvement of existing ones	up to 50 points
2	Market expansion potential	up to 20 points
3	Project implementation capacity	up to 20 points
4	Social and Economic Impact: The number of new jobs expected to be generated during and after the implementation of the project.	up to 10 points
#	Total	up to 100 points

9. Complaints

After the publication of the preliminary results, applicants may submit complaints only through the e-Kosova platform, within the deadline specified under Administrative Instruction 01/2018.

Note:

- If it is proven that the information submitted in the application is inaccurate, no payment will be made to the beneficiary and they will be held accountable in accordance with applicable legislation.
- All commitments related to the data provided, which will be used in the evaluation criteria, must be clearly reflected in the project proposal, and the same data will be an integral part of the agreement.