

# INNOVATION. MEDIA. MINDS.

EU SUPPORT TO PUBLIC  
SERVICE JOURNALISM  
IN WESTERN BALKANS

#EU4MediaMindsWB

**Version: 06. 03. 2025.**

## **Questions and Answers \_ International mobility grants for freelance and contracted editors and journalists affiliated with Western Balkan Public Service Media\_2<sup>nd</sup> Call**

### **1. What is the objective of Innovation. Media. Minds. Programme?**

Innovation. Media. Minds: EU Support to Public Service Journalism in Western Balkans seeks to promote an environment that is supportive of media freedom and improve participatory democracies and the EU approximation process in the region through a strengthened contribution by civil society and media. Its objective is to assist Public Service Media (PSM) in enhancing organizational performance and internal governance while also enhancing the individual capacities of journalists, technical personnel, top and middle management, and staff members. For more information, please refer to Guidelines (Please refer to Guidelines, section 1.1).

### **2. What is the objective of International mobility grants?**

Through the International Mobility Grants media professionals (at least 1 year of relevant work experience) involved in the process of content/program production/creation/improvement/development from Western Balkan PSMs that signed a memorandum of understanding with Goethe-Institut and DW Akademie will have the chance to participate in a job-shadowing programme or capacity building activities (training, master classes, etc.) with either the EU or Western Balkan PSMs. The primary aim of these grants is to enhance the professional abilities and understanding of PSM media professionals in the Western Balkans regarding contemporary EU journalistic standards and practices.

# INNOVATION. MEDIA. MINDS.

*The following Western Balkan PSMs signed the memorandum of understanding: Radio and Television of Kosovo\*<sup>1</sup>, Radio Televizija Crne Gore, Radio Televizija Srbije, Radio Televizija Vojvodine, Radio Televizioni Shqiptar, Radiotelevizija Bosne i Hercegovine, Radio-televizija Federacije Bosne i Hercegovine, Macedonian Radio Television.*

## 3. Who can apply?

Media professionals currently employed by the Western Balkan PSMs (whether on a freelance or regular working contract) are eligible to apply for International Mobility Grants.

Applicants must meet the following criteria:

- Mid-career and young media professionals (at least 1 year of relevant work experience) involved in the process of content/programme production/creation/improvement/development;
- Have a formal professional relationship with a Western Balkan PSM (work contract or freelance contract) that signed a memorandum of understanding (MoU) with Goethe-Institut and DW Akademie.

Applications from media professionals without a formal professional relationship with a Western Balkan PSM will not be reviewed or evaluated. However, independent investigative Western Balkan media outlets will have the opportunity to apply for different grant schemes available within the Programme.

**NOTE: PSMs cannot apply on behalf of media professionals. International mobility grants are only available for natural persons, not legal entities.**

## 4. How to apply?

To apply for the call for proposals, applicants should:

1. Register in the Goethe Application Portal (GAP) <https://gap-online.goethe.de/en/>

---

<sup>1</sup> \*This designation is without prejudice to positions on status and is in line with UNSCR 1244/1999.

# INNOVATION. MEDIA. MINDS.

2. Access the application form for Mobility project grants using the following link:  
<https://portal.gap.goethe.de/cases/f18839cd-406c-4415-b9cd-77a0c675de92/create>
3. Provide information and required documentation according to the instructions or guiding questions provided in the GAP.

For more details, please refer to the application guidelines and criteria, section 3 (the PDF document is available after the text of the call for proposals).

*Please refer to application guidelines and criteria, section 2.2. Eligible area - where can applicants travel (the PDF document is available after the text of the call for proposals.)*

## **5. Can applicants apply only for capacity building activities such as trainings/master classes/conferences, etc. or only for job shadowing, or even both?**

Yes, applicants can apply only for different capacity building activities instead of job shadowing, or only job shadowing or both. Applicants should search for job shadowing or capacity building activities that correspond to their desired mobility topics. Additionally, we are kindly advising all interested applicants to reach out to departments for international relations of their respective public service media broadcasters (PSMs they are working at) for additional support and help in contacting EU public service media broadcasters.

In case applicants have difficulties to find opportunities, they can reach out to project team and ask for support. For further support please contact Dajana Celebic, [dajana.celebic@goethe.de](mailto:dajana.celebic@goethe.de). Goethe - Institute cooperates with different media organizations and some of the capacity building topics the partner organisations provide are: advocacy, quality journalism, media innovation and sustainability, AI technology, climate investigations, investigative and cross-border journalism etc.

## **6. What expenses are covered within this grant scheme?**

Applicants can cover expenses related to the mobility such as travel costs, costs of stay, visa, special needs, registrations fees and medical travel insurance.

# INNOVATION. MEDIA. MINDS.

*Please refer to application guidelines and criteria, section 2.3. Eligible and ineligible expenditures and principles of funding (the PDF document is available after the text of the call for proposals).*

## **7. How will the project proposals be evaluated?**

All submitted applications will undergo a standard assessment procedure, which is composed of:

1. Formal and eligibility assessment – checking whether the application fulfils the formal eligibility criteria;
2. Quality assessment – evaluation of received applications' content;
3. Final selection – based on the quality assessment, but taking into consideration geographical balance, gender balance and inclusion.

*Please refer to application guidelines and criteria, section 3.1.5. (the PDF document is available after the text of the call for proposals).*

## **8. What is the maximum amount for a mobility grant?**

The International Mobility Grants have a **total budget of EUR 120,000**, which will be distributed across two calls for proposals. The maximum grant amount per recipient is **EUR 5,000**.

## **9. Are VAT expenses acceptable within this grant scheme?**

Even though VAT is not an acceptable cost in EU funded projects, be advised that the VAT is an eligible cost, if the expenses are incurred outside beneficiaries' permanent residence.

## **10. Which types of documents are necessary for reporting?**

Within one month of the project's conclusion, beneficiaries are required to submit a final activity report consisting of a narrative and financial report, along with necessary supporting documents. Payments will be made in Euros to the account specified in the grant contract. Applicants should make sure that they keep all relevant documentation for financial and narrative reporting.

# INNOVATION. MEDIA. MINDS.

*Please refer to application guidelines and criteria, section 3.1.7. Reporting and final payment (the PDF document is available after the text of the call for proposals).*

List of proofs (examples)	
Proof of travel from the place of origin to the destination city and return (economy class only)	Boarding passes, train tickets, passport stamps, bus tickets, ferry tickets, etc.
Proof of daily expenses (cost of stay)	Proof of the number of days spent abroad (hotel bookings, Airbnb, etc.); Transport tickets can also be a proof if they clearly indicate the dates.
Proof of real costs (registration, visa, medical insurance)	Invoices, proof of payment (bank statements; for cash payment – cash receipts)

## **11. Which document can be used as evidence of my professional relationship with a Western Balkan PSM?**

In order to prove your professional relationship with a Western Balkan PSM, you can submit one of the following documents:

- . scanned version of your signed work/freelance contract (please do not disclose the information on your salary),
- . a certificate/statement from a Western Balkan PSM that confirms your professional relationship (signed and approved by director general).

Evidence of professional relationship with a Western Balkan PSM does not have to be provided in English.

## **12. What is the minimum and maximum duration of the mobility?**

Minimum duration of the mobility is two (2) days, while the maximum duration of the mobility is thirty (30) calendar days. Applicants can combine two different activities, job shadowing and capacity building activities that can be held at different time periods. The total number of days will be calculated automatically in GAP and only days spent on job shadowing or capacity building activities will be counted.



Funded by  
the European Union



Akademie

# INNOVATION. MEDIA. MINDS.

## **13. What is the last deadline for implementation of mobility activities within the International mobility grants?**

The beneficiary who signed the grant contract and received approval of the proposed project idea is required to carry out the project activities stated in the approved project proposal until 31 May 2026 at the latest.

## **14. Do applicants have to enlist the follow-up activities of mobility projects during project proposal submission or this can be done after the grant is approved and activities implemented?**

No, applicants can enlist follow up activities later on after the mobility activities are implemented during the narrative reporting period. In this case, the follow-up activities would be considered an added value to the implemented mobility activities.

## **15. Should applicants open a new GAP account, or can they use the one that already exists for the PSMs where they work?**

This call is open to natural persons, and the person who wants to apply needs to have its own account as a natural person. Applicants need to check their GAP type account. The funds for mobility grants will be paid to the applicant's bank account (natural person) and not PSM's. The applicant is responsible for the management and reporting for the received funds.

## **16. Can applicants have two weeks of job shadowing in one month and another week of capacity-building activity in a different month?**

We advise that you carry out these activities continuously without separation. If the applicant chooses to implement mobility activities in two different time periods, then the applicant needs to provide a reasoning why the activities need to be implemented in different periods.

## **17. Is it possible for two people from the same PSM to apply for the same capacity-building activity or job shadowing?**

Yes, it is possible. There are no limits regarding the number of employees from the same PSM or for the same mobility activity. After the selection process is finished, all grantees will have one joint meeting to meet each other, present their mobility grants, and potentially cooperate if they end up doing the same mobility activities.