



Questions & Answers

Small Grant Scheme

Reference No. GLPS-01/2026 | Funded by the European Union

This document compiles questions received from potential applicants during the information session and through written submissions, together with the official responses provided by GLPS. All questions have been anonymized and edited for clarity. These responses do not amend the Call for Applications - the official Call document remains the authoritative reference.

Q01 Eligibility - Minimum Registration Period

QUESTION

Our organization is a registered non-profit in Kosovo, officially registered on 30 July 2025. The guidelines state that applicant organizations must be registered for at least one year prior to the publication of the call. Could you clarify whether organizations registered for less than one year may still be eligible to apply, either independently or in partnership with another eligible organization?

ANSWER

The eligibility criterion requiring applicant organizations to be registered for at least one year prior to the publication of the call applies to all applicants. This criterion also applies in cases where organizations apply in partnership with another organization.

Organizations registered for less than one year are therefore not eligible to apply under this call.

Q02 Required Documentation - Tax Administration Certificate

QUESTION

We would like to clarify what is meant by the "Tax Administration Verification Certificate" listed among the required documents. Does this refer to a tax clearance certificate confirming no outstanding debts with the Tax Administration, the fiscal number certificate, or another document?

ANSWER

The "Tax Administration Verification Certificate" refers exclusively to the Tax Clearance Certificate, which confirms that the organization has no outstanding liabilities with the Kosovo Tax Administration (KTA). This document can be downloaded in PDF format through your organization's account on the KTA e-declaration platform at www.edeklarimi.atk-ks.org





Regarding the Fiscal Number Certificate and the Registration Certificate: we are aware that organizations registered in recent years have their fiscal number integrated directly into the NGO Registration Certificate issued by the Department of NGOs within the Ministry of Internal Affairs. If your registration certificate already includes the fiscal number, submitting that single document is sufficient. If your organization is older and holds these as separate documents, both must be submitted.

Q03 Required Documentation - Reference from Past Projects

QUESTION

Regarding the reference required from past projects: does it need to be a formal reference letter, or is it sufficient to provide a contact person from an organization with which a similar project was implemented?

ANSWER

Both formats are acceptable. The reference may be submitted either as a formal reference letter or as a list of relevant previously implemented projects, provided that full donor contact details are included for each project listed. The latter format is accepted on the condition that the contact information provided is accurate, as the evaluation committee may need to verify and confirm your organization's experience during the assessment process.

Q04 Eligibility - Individual and Non-Registered Initiatives

QUESTION

Are individual or grassroots initiatives without a registered NGO eligible to apply? Is there any possibility for collaboration, mentorship, or partnership for projects that are still in the development phase? And could an initiative focused on awareness, emotional empowerment, and personal growth for young people fit within the focus areas of this call?

ANSWER

Under the current Call for Applications, only registered NGOs that meet all eligibility criteria outlined in the call are eligible to apply as lead applicants. Individual or non-registered initiatives are therefore not eligible to apply.

However, initiatives that are still in the development phase may explore opportunities to collaborate or partner with eligible registered organizations that share similar objectives and thematic interests.

We encourage all interested parties to stay connected and follow future calls and opportunities from GLPS.

Q05 Eligibility - Organizations with Extensive Track Record

QUESTION

If our organization has been active and registered for more than 20 years, are we still eligible to apply as a lead applicant under this call?





ANSWER

Yes. All organizations that are registered in Kosovo, non-profit, and have been registered for at least one year prior to the publication of the call are eligible to apply. There is no upper limit on the length of registration or operational history. Organizations with extensive track records are welcome to apply.

Q06 Project Design - Geographic Coverage

QUESTION

Is there a restriction on the number of municipalities a project can cover? Can a single project include activities in more than one municipality?

ANSWER

There is no restriction on the number of municipalities a project may cover. A single project may include activities across multiple municipalities. What matters is that the project design is coherent, the activities are clearly linked to the stated objectives, and the proposed budget is realistic and proportionate to the scope of work.

For further questions, please contact:
applications@legalpoliticalstudies.org

Written questions deadline: 4 June 2026 | Submission deadline: 14 June 2026 at 23:59

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