

MOVE GRANTS SCHEME

GUIDELINES FOR APPLICATION

7th Open Call for MOVE Grants 2026

DEADLINE FOR SUBMISSION of mobility applications: 5th of October 2026, 12:59 hrs CET

CONTRACTING AUTHORITY: Western Balkans Fund

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1. Background of the call.

The Western Balkans region, comprising WB6 Contracting Parties (Albania, Bosnia and Herzegovina, Kosovo*, Montenegro, North Macedonia, and Serbia)¹, continues to face the challenge of deepening regional cooperation, a process that holds the key to greater regional stability, enhanced social cohesion, and the long-term goal of European Union integration. To help meet this challenge, the **Western Balkans Fund (WBF)** has introduced **MOVE Grants**, a dedicated grant-making mechanism designed to support mobility, exchange, and people-to-people cooperation across the region. As part of WBF's broader Diversified Grant Portfolio, **MOVE Grants** offer flexible and accessible funding to individuals seeking to pursue short-term, regional initiatives that foster lasting cooperation and connections across the Western Balkans.

The **MOVE Grants** mechanism is built on WBF's belief that direct, in-person interactions whether through academic exchange, artistic collaboration, and/or professional mobility are vital to building trust, understanding, and shared values across the Western Balkans.

MOVE Grants are accessible to a diverse range of stakeholders, including young and senior professionals such as *individual artists, cultural professionals, scholars, journalists, youth workers, CSO activists, and other changemakers*. Through short-term mobility support, WBF helps them gain exposure, enhance their skills, share their work regionally, and represent the Western Balkans beyond its borders.

The **MOVE Grants** Call for Applications is launched annually, supporting balanced, inclusive, and region-wide individual mobility across the Western Balkans.

The overall objective of MOVE Grants Scheme is:

To foster regional cooperation in the Western Balkans by supporting individual mobility initiatives that promote academic, cultural, and professional exchange.

By enabling short-term, needs-based opportunities for learning, collaboration, and representation, WBF aims to build *people-to-people links*, *cultivate a regional mindset*, and *empower individuals* to become agents of positive change. The initiative contributes to the development of a more *inclusive, equitable*, and *interconnected* Western Balkans, aligned with the region's broader European integration aspirations.

The overall financial envelope for the MOVE 7th Call is **EUR 40,000.00²**.

- The range of financial support that may be requested per application is **EUR 500.00 – EUR 3,000.00**.
- The Western Balkans Fund (WBF) supports **up to 100%** of the total eligible costs of the application.

Residence of the Applicant and Mobility Destination:

- Eligible applicants must be both resident in, and a citizen of *one of the WBF Contracting Parties*.
- Activities must primarily be *implemented within the Western Balkans region* and include *mobility to one or more Contracting Parties* other than the one in which the applicant is based.
- Mobility within the applicants' place of residence will not be supported.

¹ *This designation is without prejudice to position on status, and is in line with UNSCR 1244 and the ICJ Opinion on the Kosovo Declaration of Independence

² The WBF reserves the right not to award the entire available envelope or to cancel the Call if the number or quality of applications is insufficient.

Activities should primarily take place within the Western Balkans. In exceptional and justified cases, activities outside the region, particularly within the European Union, may be eligible if they contribute to the visibility and promotion of the Western Balkans in relevant international contexts.

The implementation period for eligible mobility activities:

- All proposed mobility activities must be implemented between **December 2026 and April 2027**.
- The Final Report must be submitted within the contractual/implementation period of the mobility. The Final Report must be completed no later than **April 30, 2027**.

2. Rules for MOVE Grants

2.1. Exclusion criteria

Applicants will be excluded from participating in the MOVE Grants Scheme or from being awarded grants if they are in any of the following situations:

- They do not meet the eligibility criteria as defined by this guideline.
- They provide false, misleading, or incomplete information during the application process.
- They have been excluded, blacklisted from similar grant programs or public funding, or are in serious breach of obligations under a previous WBF grant contract, including unjustified non-implementation, failure to report, or failure to return funds due.
- They submit more than one application under the same Call for Applications.

2.2. Eligibility criteria

There are four sets of eligibility criteria relating to:

1. Eligibility of Applicants
2. Eligibility of Partnership
3. Eligibility of Mobility Action
4. Eligibility of Mobility Costs

2.2.1. Eligibility of applicants

Only individual applications are eligible. Applications to support the mobility of a group of individuals, or individuals travelling together, will not be supported.

To qualify as an eligible applicant under the MOVE Grant Scheme, you must meet the following criteria:

- You are at least 18 years old on the day of the application deadline.
- You are both resident in, and a citizen of one of WB6.
- You are either established professional (artist, researcher, journalist, activist, etc.), employed or affiliated with a legal public or non-public organization established, or currently enrolled as a student on the date of the application deadline.
- You have no criminal record.
- You are able to prepare the application, communicate with WBF and report on the mobility in English.

If awarded, the applicant will become the “MOVE Grantee”.

2.2.2. Eligibility of partnership

For MOVE Grants, an individual must establish a formal partnership with the host institution. This partnership is essential to ensure the relevance, legitimacy, and practical feasibility of the proposed regional mobility action. The mobility must involve at least two Contracting Parties: the one in which the applicant resides and the one in which the host institution is established. It confirms that the applicant's planned mobility is grounded in a structured, mutually agreed framework between the individual and host institution.

*The applicants are required to provide **formal evidence of this partnership (official letter of invitation)**, issued by the host institution, as part of their application package to be considered **eligible for the MOVE Grant**.*

This partnership must be documented through official and verifiable means, which must take one of the following forms:

- An invitation letter from the host institution, explicitly confirming the invitation of the applicant for a specific period and purpose, indicating the date, program, and reason for inviting the participant(s).
- A confirmed registration, acceptance or motivational letter for enrollment into a program, course, or workshop organized by the host institution.

2.2.3. Eligibility of mobility action

Under the MOVE Grants Scheme, an applicant is allowed to submit only one mobility idea per Call for Applications. This limitation ensures a fair and balanced evaluation process, allowing all eligible applicants an equal opportunity to participate. Furthermore:

- An applicant cannot hold more than one active grant under the MOVE Grants Scheme at the same time.
- If an applicant is awarded a grant, they must complete or formally close that mobility before applying for a new one in subsequent Calls.
- Where more than one application is submitted by the same applicant under this Call, all applications submitted by that applicant will be rejected.

By limiting the number of applications and grants per applicant, the MOVE Grants program promotes diversity, inclusion, and the equitable distribution of funding opportunities across the Western Balkans.

Areas of intervention:

Applications for the MOVE Grants must be clearly aligned with the mission of the WB Fund and the objective of this Call. Proposals should address one or more of the following areas of intervention:

1 Cultural cooperation

2 Education and Scientific exchanges

3 Sustainable Development

Within the MOVE Grants, the applicants are encouraged to remain inclusive to cross-cutting issues throughout the initiative which can be one of the following: (i) gender equality, (ii) human rights, inclusion of minorities and vulnerable groups, (iii) environmental sustainability & climate action, (iv) democracy and rule of law, (v) digitalization and innovation, (vi) youth engagement.

Please note that mainstreaming cross-cutting issues are scored during the evaluation.

I. Cultural cooperation

Objective: *To build bridges across cultural differences, encouraging cooperation and lasting partnerships that contribute to regional peace, cohesion, and cooperation.*

Examples of Eligible Actions (Non-Exhaustive List):

- Participation in regional cultural festivals, exhibitions, or performances, showcasing artistic and cultural heritage.
- Engagement in joint artistic productions such as theatre, film, music, or visual arts cooperations with partners from WB6 CP's.
- Artist residencies and cultural exchange programs that facilitate immersive creative experiences.
- Attendance and facilitation of intercultural dialogue events, including workshops, seminars, and youth-led cultural forums.
- Creation or contribution to digital cultural platforms or multimedia projects promoting regional arts and culture.
- Delivery of cultural workshops or training programs for artists and cultural professionals.
- Cooperation on storytelling, oral history, and other cultural documentation initiatives to foster mutual understanding.
- Participation in regional sports or cultural exchange programs that promote cultural interaction and youth engagement.

II. Education and Scientific exchanges

Objective: *To enhance regional cooperation in education and research by facilitating mobility activities that promote capacity building, academic and professional exchanges, joint scientific research, and cooperation.*

Examples of Eligible Actions (Non-Exhaustive List):

- Short-term and research exchanges at universities, research centers, or laboratories within the WB6 region.
- Participation in workshops, seminars, training courses, or professional development programs aimed at enhancing knowledge and skills relevant to the applicant's field.
- Academic and professional internships or work placements within educational or research institutions across the region.

- Attendance and presentation at regional conferences, symposiums, and academic events to share research findings and network with peers.
- Joint scientific research projects and joint publications involving partners from different WB6 CP's.
- Development and implementation of innovative educational programs and curricula.
- Field research and data collection activities conducted within the region to support academic inquiry.
- Networking and partnership-building activities foster regional academic and scientific cooperation.

III. **Sustainable development**

Objective: *To promote regional cohesion and long-term prosperity by supporting mobility activities that foster institutional partnerships and joint projects focused on sustainable economic growth, environmental stewardship, and social inclusion.*

Examples of Eligible Actions (Non-Exhaustive List):

- Participation in joint institutional partnerships and collaborative projects aimed at sustainable economic growth and regional development.
- Mobility for environmental research and projects focused on climate change mitigation, biodiversity preservation, and natural resource management.
- Engagement in training, workshops, and capacity-building programs addressing sustainability challenges and solutions.
- Study visits, internships, or work placements in organizations leading sustainability initiatives or green economy projects.
- Development and implementation of social inclusion programs promoting equal opportunities, marginalized group empowerment, and community development.
- Attendance at regional conferences, forums, or policy dialogues on sustainable development and environmental governance.
- Field research and data collection activities related to environmental, economic, or social sustainability across WB6 countries.
- Collaborative advocacy or policy development projects supporting sustainable practices and regional cooperation.

2.2.4. Eligibility of mobility costs

Only eligible costs can be covered by a grant. The categories of costs that are eligible and non-eligible are as indicated below.

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|---|
| <ul style="list-style-type: none"> • Grant funding support: <u>up to 100% of the total eligible costs</u> of the proposed action. • Amount of support: <u>min. 500 EUR – max. 3,000 EUR.</u> • Cost-sharing or co-financing (if applicable) are allowed. |
|---|

The proposed budget should be simple and realistic and include approximations of the mobility's future expenditures in EUR, based on real costs in the market. All budget costs must be eligible costs, and ONLY the costs presented in the budget will be considered for financing.

Detailed mobility costs must be presented in budget form in the Online Grant Management System (OGMS). Applicants are recommended to use the average exchange rates from national bank at time of application

preparation. All expenditures should follow the eligibility of cost criteria, no matter the source of financing (WBF or co-financing), the costs presented in the budget will be considered for financing.

Eligible direct costs

MOVE Grant eligible costs must meet all the following criteria:

BH1: Transportation costs

- Public transportation to and from the host location (e.g., flights, trains, buses, shuttle, taxi). All envisaged travel costs must be included in the financial proposal. Travelling by any kind of mean, shall be based on the principles of the most cost-effective means of travel and cheapest option available.
- Personal car when related directly to the mobility activity. If travelling by personal car, the reimbursement for the actual mileage driven (shortest or most convenient route directly to and from destination) will be applied, in reference to the standard mileage rate as European calculation at EUR 0.30 / km.
- Toll roads and parking, when travelling by personal car.

BH2: Health Insurance and Visa Costs (if applicable)

- Medical/travel insurance coverage required for the duration of the stay.
- Visa fees for regional mobility within the Western Balkans region.

BH3: Personal costs

- Accommodation costs: Lodging expenses incurred during the stay in the host country for securing living spaces, such as hotels, hostels, and Bed & Breakfast. Must reflect local market rates, be cost-efficient, and be justified through fiscal invoices and proof of payment (cash claim or bank transfer). The calculation of the accommodation costs must not exceed 65 EUR/night in WB Region and 80 EUR/night outside of the region).
- Daily allowance costs: To cover meals, and incidental expenses during the stay. Daily allowance is 40 EUR/day. Daily allowance should be strictly calculated only for activity and traveling days. In case of travelling half day (less than 6 hours), half daily allowance shall be calculated.
- Special needs support additional costs incurred to ensure the full participation of applicants with disabilities. May include mobility assistance, specialized transport, or accessible accommodations.

BH4: Mobility services costs

- Registration fees: Fees for participation in specific eligible activities (e.g., conferences, training programs, workshops, residencies) that charge a registration or participation fee.
- Visibility costs (if applicable): Up to 7% of total requested budget for visibility costs needed and intended for promotion of the mobility action ensuring impact to the targeted audience.
- Postal costs: Postal charges or Courier services costs related to the dispatch and receipt of correspondence, official documents, reports, and materials required for mobility implementation.

It is important to note that eligible costs must comply with the rules of WBF regarding financial estimations and maximum cost ceilings as indicated in this guideline and the budget form in OGMS.

Ineligible costs

Ineligible costs are expenses that cannot be financed by the WB Fund under the MOVE Grants Scheme. These include any expenditures that fall outside the direct scope of the mobility activity, do not align with the program's objectives, or violate WB Fund's financial and eligibility rules.

Specifically, the following costs are ineligible:

- Costs incurred before and after the contractual period (with exception of confirmed payment of registration).
- Human resource and external expertise costs, including salaries, fees, or consultancy payments.
- Indirect costs incurred in carrying out the action are not eligible within the MOVE Grants.
- Double funding expenses. Double funding means that the same cost item is financed more than once, whether by WB Fund or by another donor.
- Personal expenses, such as those for non-mobility-related items or services.
- Debts, interest payments, or any debt service charges.
- Provisions for future losses or liabilities.
- Activities intended for profit-making purposes.
- Activities affiliated with political or religious agendas.
- Currency exchange losses.
- Subcontracting.
- Entertainment or leisure costs.
- Fines, penalties, or legal charges due to non-compliance with laws or regulations.

3. How to apply?

Individual applicants are invited to submit a complete application in English through the **WB Fund Online Grant Management System (OGMS)**, which is designed to ensure a smooth and user-friendly application experience.

A complete application must include:

- **Application Form** – completed directly in the OGMS
- **Budget** – filled in within the OGMS
- **Declaration by the Applicant** – signed and uploaded to the platform (OGMS)
- **Formal evidence for the mobility action³** – signed and uploaded to the platform (OGMS)

To apply, follow these steps:

- Register on the OGMS portal: <https://wbportal.org/applicants>

Provide the required information, following the guidance and instructions in the system. Upon submission, you will receive an automatic confirmation email with a protocol number. If the confirmation email is not received within 48 hours, contact WB Fund at: info@westernbalkansfund.org

Applicants are strongly encouraged to submit their applications well before the deadline. Submission after the deadline will not be considered.

³ Please refer to section 2.2.2 of this guideline.

Deadline for submission of applications

The deadline for the submission of mobility applications is **5th of October 2026, 12:59 hrs CET**.

Additional information

Questions/clarifications regarding these guidelines and application process for the MOVE Grants can be sent by e-mail to the following e-mail address: info@westernbalkansfund.org

All inquiries in the Subject of the email should have the text "Q: MOVE Grants Applications".

The deadline for sending any questions is till **September 25, 2026**, and WBF has no obligation to provide clarifications to questions received after this date. Only the questions sent in writing will be answered (no phone inquiries).

Responses to all the questions received will be provided within September 25, 2026.

4. Evaluation process

The MOVE Grants mechanism is intended to support initiatives coming from individuals and therefore should not overlap with other WBF mechanisms. Applications will be accepted only when they meet the specific MOVE Grants' eligibility and funding criteria.

The MOVE Grant Mechanism opens for applications once a year, with a submission window of 30 days. The final decision on selected applicants will be communicated within 40 working days after the application deadline.

Applications will be reviewed by the WBF Evaluation Units. The final list of successful grantees will be endorsed by the WBF Council of Senior Officials, and WBF Conference of Ministers of Foreign Affairs.

All applications will be evaluated according to the criteria and procedures described in this section.

STEP 1: Opening, Administrative, and Eligibility Checks

During the administrative and eligibility check, the following criteria will be assessed for each MOVE Grant application:

- The applicant is at least 18 years old on the day of the application deadline.
- The applicant holds citizenship in one of WB6 and is resident in one of them.
- The application was submitted within the stated deadline (October 5, 2026).
- The applicant does not hold an active grant under MOVE Grants Scheme and has submitted only one application under this call.
- The proposed mobility activity duration fits within the MOVE Grant parameters (cut-off date 30 April 2027).
- The proposal involves at least two CPs (the applicant's home CP and the host institution's CP), except when the activity takes place outside the region (see section 1).
- The budget requested does not exceed the maximum MOVE Grant amount of 3,000 EUR.
- The declaration by the applicant has been filled in and signed.

- The official invitation letter issued from the host institution/confirmation of participation, indicating the date, program, and reason for inviting the participant(s), is submitted.
- The proposal is typed in English and submitted through OGMS.

If any of the requested information or documentation is missing, incomplete, or incorrect, the application may be rejected on that basis alone and will not be further evaluated.

STEP 2: Technical evaluation

Applications passing the initial checks will be assessed on the relevance and quality of the proposed mobility action. Evaluation will be based on a scoring system with a maximum of 100 points, using the criteria set forth in the evaluation grid.

Factors considered will include the applicant's potential impact, regional cooperation relevance, feasibility, and alignment with MOVE Grants objectives.

Evaluation grid

#	Evaluation questions	Guiding principle for evaluation	Scoring	Section in application
A Mobility Description and Coherence	Mobility description	The proposal effectively addresses a well-defined topic and explains it clearly.	0–10	Total per Section A is 25 scores
	Mobility duration justification and realistic activities	Proposed activities are realistic, proportionate, and achievable within the timeframe	0–5	
	Defined roles	All roles (applicants' and host institution's) are clearly defined and justified.	0–10	
B Regional Relevance and Call objective	Regional relevance and dimension	The proposal addresses common regional challenges, topics and/or opportunities; there is a real need for the mobility in the WB6 context. The regional mobility dimension is clear, and the quality/significance of the mobility is demonstrated	0–20	Total per Section B is 60 scores
	Contribution to MOVE	The proposal's main objective contributes to the WB6 MOVE Grant Scheme within the chosen area of intervention (culture, education/science, sustainable development).	0–10	
	Personal growth potential and expected impact	The proposal allows personal growth to explore, create, learn, participate, or connect regionally, and demonstrates a credible expected impact for the applicant and their field/community.	0–10	
	Sustainability and follow-up	The proposal includes the follow up activity and sustainability elements	0–10	
	Introduction of new practices	The proposal introduces new practices, relevant topics, and/or innovative solutions.	0–5	
	Mainstreaming of cross-cutting issues	The proposal meaningfully integrates one or more cross-cutting priorities: (i) gender equality, (ii) human rights, inclusion of minorities and vulnerable groups, (iii) environmental sustainability & climate action, (iv) democracy and rule of law, (v) digitalization and innovation, (vi) youth engagement.	0–5	
C	Financial planning & efficiency	The financial plan reflects value for money, transparency, and efficient use of resources.	0–10	

Operational	Communication and Visibility	The communication approach chosen is appropriate to reach visibility objectives.	0-5	Total per Section C is 15 scores
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**Applications that received a score less than 55 points on the ranking list, will not be recommended for further elaboration at the Evaluation Panel.*

STEP 3: Evaluation panel

The WB Fund Evaluation Panel will be organized upon completion of technical evaluation, where Evaluation Units will present high-ranking mobility proposals for each CP, and panel members will endorse the ranking list resulting from the technical evaluation.

The negotiation phase and monitoring plan will then be conducted, leading to the final steps of awarding the winners, providing training, and contracting the grantees. This comprehensive process ensures a thorough and transparent evaluation of applications, ultimately contributing to the successful implementation of initiatives in the region.

STEP 4: Verification of additional documentation for provisionally selected applicants

Provisionally selected applicants will be asked to submit additional supporting documentation within 10 working days, including:

- A copy of the applicant's government-issued identification card (e.g., passport or ID card).
- An official document that confirms that the applicant does not have a criminal record.
- A confirmation letter from the organization/institution where the individual applicant is employed/engaged (if applicable) that confirms their employment/involvement status.
- A partnership agreement between the home and host organizations (if applicable).

The WB Fund will verify that all supporting documents match the declarations provided in the application. Any inconsistency or missing document may lead to the rejection of the application on that sole basis.

Should a provisionally selected application be rejected during the verification stage, WB Fund will award the grant to the next best-placed application from the reserve list, within the limits of the available MOVE Grants budget.

5. Funding decision

All applicants for the MOVE Grants Scheme will be notified by writing, via email, of the outcome of their application by the WB Fund Secretariat.

Successful applicants will receive a formal notification email **within 5 working days** following the decision. Unsuccessful applicants will also be informed accordingly and may request further clarifications on the outcome.

Right to request additional clarification

If the applicant believes an irregularity has occurred during the evaluation process, they may submit a written request within 7 calendar days from the date of receiving the official notification.

The request must be submitted via email and should clearly reference the contested evaluation elements and/or procedural concerns, substantiated with relevant arguments.

The WBF Secretariat will review the complaint and provide a formal written response within 10 working days of receipt.

6. Signing of the grant contract

If the applicant is selected for funding within the WBF Mobility Grants Scheme:

- The mobility budget will be reviewed, and the approved funding amount will be confirmed. Any reduction is limited to costs that are ineligible or insufficiently justified and the applicant is informed of the reasons. Where the reduced amount makes the mobility unviable, the applicant may withdraw the application without consequence.
- The applicant will receive the draft of the grant agreement, to be completed with relevant information, signed and returned to the WBF.
- Once the grant contract is signed by both parties (the applicant and the WBF), the applicant officially becomes a Beneficiary of the WBF MOVE Grants Scheme and will receive 70% first instalment of the approved funding amount.
- The implementation of the mobility action may commence after the grant contract is signed.
- Applicants requiring a visa or other administrative procedures for their travel destination are strongly encouraged to schedule the start of their mobility project at least two months after receiving the official award notification from WBF, to allow sufficient time for preparations.

NOTE: Upon agreeing on the final version of the budget, the applicant shall sign the budget and include it as an integral part of the Grant Contract.

The grant disbursement for selected individual mobility projects consists of two instalments as follows:

1. **70% as pre-payment** upon submission of required documents and signing of grant contract.
2. **30% balance** disbursed after submitting the required final supporting documents, i.e. invoices/receipts (as per Grant contract template), subject of approval by WBF upon verification.

7. Implementation process

Grantees awarded under the MOVE Grant scheme are required to ensure transparent and accountable implementation of their initiative.

Key provisions include:

- WBF will provide standardized reporting templates (narrative and financial) that must be used without alteration.
- The reporting schedule, including frequency and deadlines, will be outlined in the grant contract and must be respected by the grantee.
- Grant funding will be disbursed in two instalments, aligned with the mobility project's timeline and conditional upon:
 - Timely submission of reports
 - Satisfactory review and verification by WBF

As the Contracting Authority, WBF reserves up to 15 calendar days to review submitted reports and approve the release of the next disbursement. In the event of delays, missing information, or inconsistencies, WBF may request clarifications or additional documentation before proceeding.

NOTE: The remaining balance of the grant up to 30% of the approved funding will be disbursed only after WBF has reviewed and approved the submitted report.

All payments will be made in Euro to the bank account specified in the grant contract.

8. Communication and visibility

During and following the mobility activity, grantees are encouraged to acknowledge WBF's financial support in all public communications and ensure the appropriate and visible use of the WBF logo, in accordance with the official visibility guidelines provided during the contracting process. All communication and visibility activities should be culturally and conflict-sensitive, environmentally responsible, and conducted primarily in English, with the relevant local language used where appropriate.

The applicant shall clearly identify the channels and means of communication in the mobility application whether using affiliated entity or personal website and social media accounts. The WBF uses social networking sites and strongly encourages applicants/beneficiaries to make references to the Fund's active accounts: [Facebook](#), [Instagram](#), [LinkedIn](#), and [YouTube](#).

The allocated budget for communication and visibility should be clearly outlined in the mobility funded by the WBF. The Fund reserves the right to make use of the mobility results for its promotion.

9. Monitoring and mentoring

To ensure effective oversight and accountability during the implementation of MOVE Grants, the Western Balkans Fund will support applicants through regular mentoring and monitoring activities throughout the mobility cycle. This includes periodic check-ins, review of progress and participation in online mentoring meetings.

Beneficiaries are expected to maintain open communication with the WBF team, provide timely updates on the implementation of activities, and share relevant documentation as requested. The monitoring process is designed not only to ensure compliance with grant conditions but also to provide guidance, identify challenges early on, and support successful completion of each mobility initiative in alignment with WBF's objectives.

10. Indicative timeline⁴

	TIME
Opening the MOVE Grants	September 4, 2026
Informative session	September 11, 2026, at 11:00 hrs CET
Deadline for requesting any clarifications	September 25, 2026
Deadline for submission	October 5, 2026, at 12:59 hrs CET
Evaluation of Applications	Within 30 working days of the submission deadline
Notification of Funding Decision	Via email (no later than November 25, 2026)
Contracting procedure	Within 15 working days from the notification of funding
Implementation period	December 2026 – April 2027

⁴ This indicative timetable refers to provisional dates and may be updated by the contracting authority during the procedure. In such cases, the interested parties will be informed by the Contracting Authority.

11. List of annexes

Documents to be completed

All annexes are foreseen to be incorporated on the WB Fund Website.

- Annex A:** Mobility Application Form (to be filled in within the OGMS)
- Annex B:** Budget Application Form (to be filled in within the OGMS)
- Annex C:** Invitation letter from the host institution(s) (to be uploaded on OGMS, signed and scanned)
- Annex D:** Declaration by the applicant (to be downloaded from OGMS, signed, scanned and uploaded)