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# Call for Proposals

## EU4CAET Grant Facility – Financing Window

Call No. 1

February 2026



**EU4CAET**

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### Call No. 1

#### 1. General information

The EU4CAET project, co-financed by the European Union (EU) and the German Federal Ministry for Economic Cooperation and Development (BMZ) and implemented by GIZ in Bosnia and Herzegovina, aims to support municipalities and local actors in accelerating the energy transition through targeted technical assistance and project financing.

One of the core instruments of the project is a Grant Facility. The Grant Facility provides partial, milestone-based grants to support the implementation of community-led sustainable energy pilot projects in Bosnia and Herzegovina. These grants are directed to entities, such as Energy Communities (ECs), and other eligible project owners actively engaged in the transition to clean energy solutions.

The Facility also provides targeted technical assistance to ensure that the capacity of EC and other community-led partnerships interested in investing in sustainable energy projects and in accessing grants from the Facility are improved. Beneficiaries of the Grant Facility are identified through competitive calls for proposals.

This is the first Call for Proposals of the Financing Window of the Grant Facility. It is launched and coordinated by the Association Center for Development and Support (CRP), commissioned by GIZ to act as Fund Manager.

This Call for Proposals is issued in English and in the official languages of Bosnia and Herzegovina. In case of any inconsistency between the different language versions, the English version shall prevail, except for the Contract for recipients of grants under the EU4CAET Grant Facility.



EU4CAET is co-funded by the European Union and the Federal Republic of Germany. GIZ has been commissioned to implement it as part of the CAET programme by the German Federal Ministry for Economic Cooperation and Development. The project supports Bosnia and Herzegovina's energy transition by providing expertise and grant funds for community-led sustainable energy projects.

## 2. Objective

The objective of this Call is to identify and support a first cohort of high-quality, community-driven sustainable energy projects in Bosnia and Herzegovina that:

- increase local renewable energy generation and energy efficiency in public infrastructure;
- contribute to greenhouse gas (GHG) emission reductions and improved air quality;
- strengthen the institutional and technical capacities of municipalities and energy communities; and
- foster citizen and private-sector participation in the local energy transition.

Through this Call, the Financing Window will provide co-financing in form of grants to eligible projects that have completed their design and procurement preparation phases and are ready for implementation.

## 3. Why apply?

Successful applicants will benefit from:

- Co-financing for the implementation of sustainable energy projects in their communities, reducing the financial burden on municipal and local budgets.
- Accelerated implementation of already prepared projects that are currently lacking full funding, thereby transforming technical designs into tangible investments.
- Capacity development and mentoring, including guidance from the Grant Facility on milestone planning, claim preparation, verification requirements and reporting obligations.
- Increased visibility for the municipality and its partners through EU4CAET communication channels, highlighting local leadership in the energy transition.
- Long-term benefits for citizens in the form of reduced energy bills, improved comfort and service quality in public buildings, enhanced energy security and strengthened local participation in energy projects.

## 4. Financial support

The Financing Window provides partial co-financing of eligible project costs in form of non-reimbursable grant.

Key parameters are:

- **Grant share:** minimum 50% and maximum 80% of the total eligible project costs.
- **Own contribution:** municipalities and their partners must secure the remaining 20–50% from their own budget or other confirmed sources of financing.
- **Maximum grant amount per project:**



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- up to **EUR 99.999** for projects **not originating** from the Technical Assistance Unit of the Grant Facility;
- up to **EUR 170.000** for projects originating from the Technical Assistance Unit of the Grant Facility.

Grants are disbursed in one or two tranches on a cost basis. This means the grant amount is not paid in advance but reimbursed against actual cost incurred. A verification process, including both paper checks and on-site visits, is a precondition for grant fund disbursements. Disbursements are made **directly to the selected suppliers/contractors**, not to the project owners (i.e. the grant beneficiary/applicant implementing the project).

## 5. What can be financed?

The grant is intended to co-finance costs directly related to the implementation of the investment in one of the eligible technologies. Eligible costs may include, but are not limited to:

- purchase, delivery, installation, and commissioning of equipment and systems corresponding to the eligible technologies listed in Section 8 – Eligible Technologies (Photovoltaics, Biomass heating, Heat pumps, Electric vehicle chargers and Public lighting).
- construction and installation works necessary for the proper functioning of the system (e.g. mounting structures, cabling, piping, building modifications directly linked to the technology);
- supervision and commissioning services directly related to the investment;
- necessary adaptations to existing systems (e.g. integration into existing heating systems or electrical network).

Costs that are **not** directly linked to the implementation of the eligible technologies (e.g. general capacity building, preparation of designs, general municipal operating costs, purchase of vehicles, etc.) are not eligible under this Call and must be financed from other sources.

## 6. How to Apply?

The Application Package for this Call consists of:

1. Call for Proposals document
2. Project Proposal Form
3. Detailed Guidelines for Applicants (including description of evaluation criteria, Technology-specific Evaluation Matrices and scoring, etc.).
4. Standard Grant Contract (Contract for recipients of grants under the EU4CAET Grant Facility) between the CRP and the project owner.
5. Financial capacity statement format.



Potential applicants are strongly encouraged to:

- carefully read the Guidelines for Applicants before preparing their proposals;
- consult the Standard Grant Contract between the CRP and the project owner of the Grant Facility, in particular the sections on milestones, verification and disbursement;
- make use of any information announced through the EU4CAET and CRP communication channels.

All supporting documents for this Call (Project Proposal Form, Guidelines for Applicants, Standard Grant Contract, Questions and answers-Q&A, etc.) are available on the CRP's website:

- **Website:** <https://crp.org.ba/eu4caet-grant-sema-za-energetsku-tranziciju>

### 6.1 Submission method and format

Proposals under this Call shall be **submitted by post**.

Each proposal shall consist of a duly completed **Project Proposal Form, the Financial Capacity Statement**, as well as **all relevant supporting documentation**, as specified in Section 6.3 of this Call for Proposals.

**The Project Proposal Form and the Financial Capacity Statement** must be submitted in **original hard copy, duly signed and stamped**.

All **supporting documentation**, including **project and technical documentation, permits, approvals, and other annexes**, shall be submitted **exclusively in electronic format on a USB drive**. Hard-copy versions of supporting documents are not required, in order to avoid unnecessary duplication and excessively large application packages.

**Submission Language** is English or one of the official languages of Bosnia and Herzegovina.

The proposal must be:

- **Signed** by an authorised representative of the applicant.
- Sent in a **sealed envelope**, containing all documentation submitted in hard copy, as well as the USB drive with all supporting documentation.
- The enveloped must be clearly marked: **"EU4CAET – Grant Facility - FW – Call No. 1 – [Name of Applicant]"**.
- Sent to the **submission address**: Association Center for Development and Support (CRP), Turalibegova 36, 75000 Tuzla, Bosnia and Herzegovina.



## 6.2 Timeline

- **Publication of the Call:** 02 February 2026
- **Q&A Period:** 02 February 2026 to 24 March 2026. Questions submitted after 16:00 h on 24 March 2026 will no longer be considered. All questions and clarifications must be submitted exclusively to the email: [eu4caet-grants@crp.org.ba](mailto:eu4caet-grants@crp.org.ba)
- **Publication of consolidated Q&A:** CRP will compile and publish anonymised questions and answers on its website on a weekly basis during the Q&A period. Individual replies will not be provided.
- **Deadline for submission of project proposals: 30 March 2026, by 16:00 h.** All project proposals must physically arrive at the address indicated in Section 6.1 by the stated deadline. Proposals received after the deadline will not be considered, regardless of the postage date.
- The Grant Facility reserves the right to extend the deadline for submission of project proposals. In such case, all potential applicants will be duly informed through an official notification published on CRP's website and/or communicated through other appropriate channels.

## 6.3 Required proposal documentation

Applicants are required to submit a complete project proposal, consisting of the documents listed below.

- A. A completed, signed, and stamped original Project Proposal Form**, including the Implementation Concept, i.e. an overview of the project objectives, target groups, key activities, implementation schedule, roles and responsibilities, risk-mitigation measures, etc.

**B. Main project design and technical documentation**

Full technical documentation for the project to be implemented, prepared in accordance with the applicable legislation of Bosnia and Herzegovina and the relevant entity/cantonal regulations, including, where applicable:

- architectural design;
- structural design;
- installation designs (electrical, mechanical, etc.);
- Bill of Quantities (BoQ) – a detailed and itemised list of works, materials, equipment and services corresponding to the approved technical design;
- Cost breakdown / Cost estimate, aligned with the BoQ and compliant with local construction and procurement practice;
- For specific technologies, additional technical documentation, such as:



- Heat pumps – energy audit or equivalent energy performance assessment of the building/system, demonstrating baseline consumption, expected savings, and system sizing justification;
  - Biomass heating systems – energy audit or heat demand analysis, including fuel demand calculations and system efficiency assumptions.
- waste-management plan;
  - fire and explosion safety plan;
  - in cases where the project is implemented on buildings that are officially protected as cultural and historical heritage, buildings with special ambient value, and/or within protected areas, the applicant must submit the relevant approval(s) issued by the competent authority/authorities;
  - other required technical studies/analyses/documents prepared in accordance with the applicable legislation of Bosnia and Herzegovina and the relevant entity and/or cantonal regulations.

### C. Financial capacity statement

A signed statement confirming that the project owner(s) have secured, or have reliable access to, sufficient financial resources to cover their own contribution to the total project costs must be included. The statement must demonstrate that the applicant is financially capable of implementing the project without risks to continuity or completion.

The Financial Capacity Statement shall be submitted using the format provided as part of the Application package.

The Financial Capacity Statement should be supported, where applicable, by relevant documentation such as:

- confirmation of budget allocation within the municipal budget or financial plan;
- a decision or resolution of the municipal council approving the allocation of funds;
- evidence of available funds on the applicant's bank account (e.g. bank statement);
- confirmation of secured co-financing from partners (if applicable);
- any other financial document demonstrating the applicant's capacity to meet their co-financing obligations.

### D. Ownership / right of use

Applicants must provide clear evidence that they hold the legal right to implement the proposed investment on the relevant building(s) or site. This requires either:

- **proof of ownership** (land registry extract or any other ownership document), or



- if the applicant is not the owner, a **formal statement by the owner or legally valid agreement** confirming the applicant's right to use the building(s)/site for the purposes of the project.

The right of use must cover a period that is consistent with the expected operational lifetime (not less than 5 years) of the investment and must ensure uninterrupted access for installation, operation, maintenance, and verification activities.

Supporting documentation may include:

- formal statement by the owner confirming applicant's right of use
- lease or usage agreements;
- memoranda of understanding or cooperation agreements with the property owner;
- notarised declarations or statements of consent;
- municipal decisions or other legal documents demonstrating long-term usage rights.

## E. Permits and approvals

In addition, applicants must submit all permits and approvals required for the proposed technology and project location, prepared and issued in accordance with the applicable legislation of Bosnia and Herzegovina and the relevant entity and/or cantonal regulations (e.g. urban permit, construction permit, energy permit, etc.), for project proposals related to the following technologies:

- Photovoltaics (PV);
- EV Chargers;
- Public Lighting.

## F. Proof of partnership

If applicable, as **proof of partnership**, applicants may submit a registration documents of the Renewable Energy Community, Cooperation Agreement, Memorandum of Understanding, a municipal council decision confirming participation in the partnership, or any other legally valid document demonstrating that the partnership is formally established and authorised to jointly implement the proposed project.

## 7. Objectives for financing under the First Call

This Call is expected to support approximately five (5) projects, subject to the quality of proposals received and the final grant amounts allocated per project.



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The Grant Facility reserves the right to adjust the number of supported projects and the allocation of funds among projects in order to ensure the efficient and effective use of the available budget, while fully respecting the principles, eligibility rules, and objectives set out within the Grant Facility framework.

## 8. Eligibility

To be eligible, applicants (project owners) and projects must meet **all** of the following criteria.

Eligible project owners are:

- Municipalities and cities in Bosnia and Herzegovina; and/or
- Partnerships involving municipalities/cities and other entities, such as Renewable Energy Communities (RECs), private sector entities and/or citizens, established in Bosnia and Herzegovina, jointly developing a sustainable energy project based on one of the eligible technologies.

In cases where the applicant is a Renewable Energy Community (REC) or another form of partnership, at least one founding member must be a municipality or a city. In such cases, the municipality or city shall be responsible for carrying out the public procurement procedures related to the implementation of the investment, in accordance with the applicable public procurement legislation and the rules of the Grant Facility.

### Specific eligibility by project type:

- **Solar photovoltaic (PV) projects** may be submitted **only** as projects developed and implemented through a **Renewable Energy Community (REC)** structure.
- **All other eligible technologies** may be submitted as **community-led projects**, in which municipalities/cities implement projects with active involvement of citizens, local communities, or partner organizations, without the requirement to establish a REC.

The project must be implemented on the territory of Bosnia and Herzegovina and must comply with all eligibility, legal, technical, and financial requirements defined in this Call.

### Eligible technologies

The proposed project must focus **on one** of the following technologies:

1. **Photovoltaics (PV)** – energy communities and municipalities generating electricity from solar energy on public or community buildings and/or suitable sites. Can be only acceptable as REC project.



2. **Biomass heating** – heating systems using sustainable biomass fuels (e.g. woodchips, pellets) in public buildings. Can be only acceptable as Community led project.
3. **Heat pumps** – heating and/or cooling systems based on heat pumps in public buildings. Can be only acceptable as Community led project.
4. **Electric vehicle (EV) chargers** – electric vehicle charging infrastructure as part of municipal or community projects. Can be only acceptable as Community led project.
5. **Public lighting** – smart and energy-efficient public lighting systems. Can be only acceptable as Community led project.

## Other eligibility requirements

In addition to being an eligible applicant and proposing an eligible technology, projects must demonstrate full readiness for implementation at the time of submission. This means that the project design phase must already be completed, ensuring that the proposed investment is technically mature, legally compliant, and immediately implementable once the grant is awarded. The documentation required to demonstrate project readiness is specified in Section 6.3 Required proposal documentation.

Applicants must therefore show that all key technical, legal and financial prerequisites are in place:

- the project must have a clear and feasible implementation concept,
- complete technical documentation prepared in accordance with BiH legislation,
- defined quantities and specifications of works and equipment,
- all necessary permits relevant to the specific technology and location (if applicable),
- financial ability to secure the required co-financing share and
- provide proof of ownership or long-term legal right of use for the building or site where the investment will be implemented.

Only projects that meet all these readiness conditions will be considered eligible for evaluation and potential funding. Project proposals that do not comply with these requirements or lack key documents will be rejected during the eligibility screening.

## 9. Evaluation and selection procedure

All eligible project proposals received before the deadline will be evaluated by the Grant Facility using technology-specific evaluation matrices.

The evaluation will cover, among others, the following aspects:

- readiness and feasibility of the project (maturity of design, permits, procurement preparation);
- technical quality and appropriateness of the selected technology(ies);



- expected energy, environmental and economic impacts;
- financial soundness and cost-effectiveness;
- quality of partnership and level of community engagement;
- contribution to gender equality and social inclusion.

**The evaluation criteria, together with the corresponding scoring weights, are presented in detail in the Guidelines for Applicants.**

To ensure balanced allocation of funds across different eligible technologies and to reflect their relative strategic priorities within the Grant Facility, technology-specific weighting factors shall be applied to the scores of proposals.

After the initial scoring based on the evaluation criteria set out in the Guidelines for Applicants, the total score achieved for the relevant technology shall be adjusted by applying the following weighting factors:

- Photovoltaics: 100%
- Heat pumps: 80%
- Biomass heating: 80%
- Public lighting: 75%
- EV chargers: 70%

The application of these weighting factors will result in an adjusted score, which will be used for ranking proposals and determining funding decisions. The weighting does not affect eligibility requirements or minimum quality thresholds.

Each proposal will be scored independently by at least two evaluators. Proposals must achieve a minimum score of 50/100 points (excluding bonus points) to be considered for funding. Bonus points (up to 15) may be awarded for strong gender inclusion, social impact and community involvement.

The Grant Facility reserves the right to request clarifications, additional explanations, or supplementary documentation from applicants at any stage of the evaluation process. They may also undertake any other actions necessary to obtain complete and accurate information required for a thorough and objective assessment of the project proposals. Failure to provide the requested clarifications or documentation within the specified timeframe may result in the disqualification of the project proposal.

Considering the available budget and overall quality of submissions, the Grant Facility will define a cutting point and prepare a Proposal Evaluation Report, including recommended grant amounts per project.



All applicants will be notified of the results and their scores (per criterion and total) as well as information on whether the project will be funded or not. Applicants may submit a written complaint (appeal) to the CRP within five (5) calendar days from the date of publication or notification of the evaluation results. The complaint must be submitted in the same manner as the project proposal, following the same submission method and delivery requirements. Complaints submitted after this deadline will not be considered.

## 10. Contracting procedure for grants awarded under the EU4CAET Grant Facility

The CRP will invite selected project owners to enter into a **contract** based on the standard contract (**Contract for recipients of grants under the EU4CAET Grant Facility**) included in the Call package. The contract will:

- define the project scope, objectives and indicators;
- specify the total project cost, grant amount, own contribution and grant percentage;
- describe milestones and their deadlines, as well as verification requirements and documentation to be provided;
- outline disbursement procedures (direct payments to suppliers/contractors upon verified milestone completion);
- set out procurement, reporting, auditing and visibility obligations;
- include provisions on contract amendment, suspension and termination, including rules for adjusting the grant amount after public procurement;
- include clauses on sustainability (e.g. minimum operational period and prohibition of unjustified sale or relocation of financed equipment).

The Grant Agreement must be signed by the authorised representative of the municipalities and/or partnerships (Energy Communities or other type) within the deadline indicated in the invitation. CRP will provide each project owner with an individual briefing on claim submission, verification and reporting after signature.

## 11. Data Protection and Privacy

Personal data submitted within the Project proposal and related documentation may be processed by the Grant Facility solely in accordance with the General Data Protection Regulation of the European Union (GDPR) and applicable donor requirements.

The processing of personal data shall be carried out exclusively for the purposes of the administration, evaluation, selection, contracting, implementation, monitoring, control, audit and supervision of projects financed under this Call for Proposals, as well as for the protection of the



financial interests of the commissioning party and/or third-party funding providers, including any checks, audits or investigations permitted by law.

Where permitted by applicable legislation, applicants have the right to access, rectify or request the erasure of their personal data. Requests related to data protection rights may be addressed to CRP via the contact ([eu4caet-grants@crp.org.ba](mailto:eu4caet-grants@crp.org.ba)) or to the competent public authority responsible for data protection matters.

Applicants are responsible for ensuring adequate protection of personal data within their own organisations and project activities, in line with applicable data protection rules and procedures. In all cases, personal data must be:

- a) processed lawfully, fairly and in a transparent manner;
- b) collected for specified, explicit and legitimate purposes and not further processed in a manner incompatible with those purposes;
- c) adequate, relevant and limited to what is necessary for the purposes of processing;
- d) accurate and, where necessary, kept up to date;
- e) kept in a form permitting identification of data subjects for no longer than necessary;
- f) processed in a manner that ensures appropriate security, including protection against unauthorised or unlawful processing and against accidental loss, destruction or damage.

## 12. Disclaimers

- Submitting a proposal does not create any entitlement to funding.
- The Grant Facility reserves the right to cancel, postpone or modify this Call, including its budget allocation and conditions, at any time before grant contracts are signed, without any obligation to compensate applicants.
- Only the signed grant contract shall constitute a legally binding commitment of funds.
- All submitted project proposals become the property of the Grant Facility and will not be returned to applicants.
- The preparation and submission of the project proposal, including all supporting documentation, is carried out at the applicant's own cost. The Grant Facility shall not bear or reimburse any costs incurred by applicants in connection with the preparation or submission of project proposals.





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# Together for energy transition



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