

San Antonio
SYMPHONY LEAGUE

**Grant Application
Spring 2026**

Instructions to Applicants

The San Antonio Symphony League is a non-profit organization whose mission is to preserve, advance, and cultivate classical music by supporting and promoting live performances, providing financial assistance and service, and supporting and creating educational efforts/programs of nonprofit classical music organizations in Bexar County. This grant application process provides information we use to make decisions about donations to nonprofit classical music organizations.

Please review all questions on this grant application prior to submission to avoid redundancy. Attach requested documents or provide a link where they can be accessed. Send your completed application in PDF format to Grants@symphonyleaguesa.org

Questions: If you have questions about this application or process, send them to Grants@symphonyleaguesa.org

Due Date: Applications are due April 30, 2026. Funds will be awarded by June 30, 2026.

Funds Available: Amounts of awards vary annually, dependent on the League's current financial status, and may range from \$500 to \$100,000 per organization.

Review criteria for grant applications include:

- How well the organization's mission and the proposed use of funds align with the Symphony League's mission
- History and stability of the organization
- Strength and scope of the organization's fundraising plan
- Financial stability of the organization and how efficiently the organization uses its funds
- Proposed evaluation plan to judge the impact of the funds received

Date:

Name, title, cell phone, and email address of person submitting grant application/contact person:

Organization Information

1. Legal Name of Organization as listed with IRS 501(c) (3)

(Note: Attach a copy of your IRS Tax-exempt Determination Letter.)

1. Name of Organization, if different from above:
2. Organization's Tax ID number:
3. Organization Address and Telephone:
4. Organization's Website:
5. Name of Executive Director, cell phone, and email address
6. List your Board of Directors (or attach a list):

Organization Description

1. Provide your organization's Mission Statement.
2. Briefly describe the types of programs and/or services offered by your organization.
3. What are the demographics of the population that you serve?
4. Please provide a brief overview of your organization's history, including the number of years it has served the community.
5. Please describe your organization's most significant accomplishments and outcomes from the past five years.

Organization Financials

Attach a copy of current and previous year's financial statements (P&L and balance sheet)

Current annual operating budget (round to nearest dollar):
(Also attach a copy of current budget)

Percentage of annual operating budget used for administrative expenses:

What is your organization's total fundraising goal for this year?

What are your organization's principal sources of funding? List significant local/state/federal government funding, corporate/individual contributions, fundraising events, foundation/agency grants and in-kind donations for the last five years. Include a list of your top 10 contributors by dollar amount for current fiscal year.

Funding Request

1. Total amount requested:
2. Indicate if the requested funds will be used for operating expenses or for a specific project/program:
3. If funding is for a project/program, what is the name of the project or program?
4. Rationale for the amount requested. Describe how funds will be spent (salaries, materials, direct expenses, etc.); list items to be funded and their costs. If funding is for a program/project, attach a project/program budget.
5. What is the purpose of the project/program? What are the specific goals/objectives of the proposed project/program or intended use of funds?
6. What is the size of the population that this project could potentially serve?
7. What are the expected results of use of these funds?
8. How will your overall goals/the results of this project/program be evaluated?

Contract Authorization

If your organization receives a grant from the San Antonio Symphony League, does your organization, in consideration thereof:

1. Warrant and represent that any amount from the San Antonio Symphony League will be used solely for the purpose you described herein, and
2. Confirm that the organization soliciting funding is tax-exempt under Internal Revenue Code Section 501(c) (3), and
3. Certify that the information presented in this application is true and accurate and that you are authorized to submit this application to the San Antonio Symphony League, and
4. Agree to recognize the San Antonio Symphony League in your organization's public relations and/or marketing programs and to submit copies of this recognition within 2 months of the grant award?

Authorized Signature (electronic signature accepted)

Name and Title

Date

Attachments (mark those included):

- _____ IRS Determination Letter
- _____ List of Board of Directors (if not listed above)
- _____ Current Financial Statement (P&L and Balance Sheet)
- _____ Current Operating Budget
- _____ Project/Program Budget (if required)