EVENTS GRANT APPLICATION FAQs

What is "Intent to Apply" and why do I have to do it?
Intent to Apply is the first step in the application process, and it confirms your organization's eligibility for the grant. Once eligibility is confirmed, you will be granted access to the application.

Why must an organization be in San Antonio city limits to be eligible for funding?
Grants are funded by the City of San Antonio's Hotel Occupancy Tax collection and must be used by organizations headquartered in San Antonio that produce and promote San Antonio culture, the arts, and tourism for visitors and residents. It is a requirement for agencies to have headquarters in San Antonio's city limits. Applicants must provide proof of address.

Can this be for a virtual event?
No, events must be in person.

Can we apply for multiple events?
No, this grant is for one event in a calendar year (January 1-December 31).

Our event takes place over multiple days. Does it qualify?
Yes, as long as it is the same event, it qualifies for Events Grant funding.

Do you have tips for filling out the application?
Yes! **Read** the Request for Applications. **Attend** an information session to learn about the application process. **Collect** all key documents (IRS Letter of Determination, etc.) in advance of starting your application. **Draft** your answers in a Word document and copy/paste them into GoSmart (our online grant management portal). **Allocate** enough time to prepare your application. You will be able to save your work in GoSmart before submitting.

When will I find out the status of my application?
Applicants will be notified of funding recommendations via email in May. Funding recommendations are approved by the Arts Funding Committee in June, the San Antonio Arts Commission in July, and City Council in September as part of the FY25 budget approval process.

Still have questions?
Send us an email at ArtsFunding@SanAntonio.gov.