Performing Arts League INC.
PO BOX 4389 • CHATTANOOGA, TN 37405

GUIDELINES FOR GRANT APPLICATION 2026 (Revised January 12, 2026)

Thank you for your dedication to the performing arts and your interest in the Performing Arts League Grant program. **The purpose of the Performing Arts League (PAL) Grant program is to encourage the expansion and development of projects that recruit, develop, or train young students for participation in the performance disciplines of Dance, Theatre, Instrumental and Vocal Music.**

Eligibility:
Grant applications are available to 501(c)3 organizations operating in Hamilton County that are active providers of ongoing programs that recruit, develop, or train young students for participation in the performance disciplines of Dance, Theater, Instrumental and Vocal Music.
* Organizations must operate youth programming a minimum of 9 months per year to be eligible.

Grants requests must be for specific projects that further the mission of the organization by recruiting, developing, or training young students within the performance disciplines of Dance, Theater, Instrumental and Vocal Music.

More than one project within the organization may qualify and be submitted for PAL Grant requests. However, only one Grant may be awarded per organization per year from the Performing Arts League.

*Amounts awarded vary each year and are dependent upon funds raised. Typical amounts awarded range from $1000 - 2500. Larger amounts may be awarded based upon funds availability.

The following are examples of activities and expenditures that **ARE** consistent with the funding philosophies of the Performing Arts League:

- Youth arts classes, master classes, and workshops
- Youth public arts performances
- Artists-in-residence educational youth outreach

The following are examples of activities and expenditures that are **NOT** consistent with the funding philosophy of the Performing Arts League:

- Food, supplies, or rental fees
- Transportation
- Fundraising activities
- Competition fees
- General operating support, including permanent staff salaries

*** Please contact Becky Pope, Grants & Scholarships VP, prior to submission if you have ANY questions regarding your project's eligibility for funding and/or whether it fits within the guidelines above. Email Becky at thepopes94@comcast.net.**

PERFORMING ARTS LEAGUE
GRANT APPLICATION INSTRUCTIONS

Read all instructions and questions thoroughly.

To complete your application, please copy and paste pages 3-5 only into a Word document. Be sure to answer all questions and complete all requested information. Please type all responses.
Save your document as a .pdf and submit completed .pdf document electronically to PAL at both specified emails at the bottom of the application. No paper applications will be accepted.
You should receive a confirmation of receipt within 48 hours of submission. However, we suggest you request an email read receipt.

Complete Grant Application submission must be emailed by midnight FEBRUARY 20, 2026.
In the interest of fairness and equity, incomplete or late applications will not be considered.
All sections and requested information must be completed.

**** Notification of awards will be made by email by April 30, 2026.***
**** No funds will be awarded until the recipient has responded to the award email that the stated program will take place and is ongoing as stated in grant application.***
**** Acceptance response should be received by PAL within 5 business days of award email.***

EVALUATION CRITERIA

The Grants and Scholarships Committee will use the following criteria in evaluating grant applications.

- Evidence that the project or program meets the purpose of the PAL grant program as stated on page 1.

- Evidence that the project or program demonstrates artistic, cultural and educational value to youth in our community.

- Evidence that the proposed project or program is needed and advances the applicant organization's stated mission.

- Evidence that the organization is financially and artistically capable of successfully carrying out the project or program.

- Evidence that the organization's grant application is well planned, organized, and is correct and complete in all information provided, including all requested attachments.

PERFORMING ARTS LEAGUE GRANT APPLICATION 2026
COMPLETE ALL REQUESTED INFORMATION

NAME OF ORGANIZATION:
EIN number:
Address (street, city, state, zip):
Telephone Number:
Website:

CONTACT PERSON
Name:
Position:
Address (street, city, state, zip):
Cell Telephone Number:
Email address:

GRANT AMOUNT REQUESTED:

Title of Project:
Dates of Project:
Estimated number of participants:
If project involves a performance or outreach, give estimated audience numbers:

1. **For an organization application, list your current Board of Directors.** *Include directors' names, and email addresses.*

   For a school application, list current administrators, and arts discipline teaching faculty specific to your grant request. *Include names, positions, and email addresses.*

2. **PROJECT DESCRIPTION:** *Include projected dates, times, locations, etc. Please be as specific as possible. If this is a new project, what is your previous experience in implementing a similar project. If this is a continuing project, how will it be expanded?*

3. **PROJECT PURPOSE:** *Explain the need for such a project and how it relates to the organization's goals and mission. Include specific benefits for student artists.*

4. **ITEMIZED PROJECTED EXPENSES** *Include all budget costs for all aspects of the project with line-item descriptions, detailing which costs your organization will fund and which you would like this grant to cover. Use the following outline as an example or guide. If some line items do not apply to this project, just leave that line blank, and enter any relevant items in the "Other" category. The purpose is to get a full picture of your project costs and what items you want PAL to help fund.*

	PAL Grant Funding	Organization Funding	Total
Youth Arts Classes:	+	=	
Guest Artists/Master Classes:	+	=	
Extended Youth Workshops:	+	=	
Artist-in-Residence Youth Outreach:	+	=	
Youth Public Performance Costs:	+	=	
Interns/Temporary Assistance	+	=	
Other Costs/Fees (must specify):	+	=	
Subtotal:	+	=	
Expense Totals:			

5. **ITEMIZED PROJECTED REVENUE** *Include line-item descriptions of all tuition, grants, and events. Use the following table as an example or guide. If some line items do not apply to this project, just leave that line blank, and enter any relevant items in the "Other" category.*

Project Income	
Student Fees/Tuition:	
Admissions/Tickets:	+
Other (please specify):	+
Project Income Subtotal:	=
PAL Grant Request:	+
Estimated Revenue Total:	=

6. **Please list if there are other contributions secured for this project?** *Include fundraising sources and amounts.*

7. **Will the project go forward if PAL funding is reduced or denied? Explain.**

LEGAL ASSURANCE: *(In the event that a grant is awarded as a result of this Application, the recipient agrees to the following terms and conditions as signified by the applicants' signatures. This Application shall become part of the legally binding contract between the applicant and the Performing Arts League.)*

- The grant award must be used only for the requested need. The award will be paid directly to the performing arts organization.
- The recipient shall submit a short report within thirty (30) days of completion of the project to the Performing Arts League, summarizing how this grant award was used and how it supports your organization's involvement in the performing arts. *What specific part of your project were you able to*

fund through the PAL grant? How did the PAL award specifically impact your ability to offer the program? Please include attendee and/or audience numbers.

- Credit must be given to Performing Arts League, Inc. using both our name and/or logo, in brochures, news releases, programs, publications and other printed materials and publicity, including websites. When no printed information is used, verbal credit shall be given prior to each performance or presentation.

DATE SUBMITTED:

President/Director/Principal's electronic signature or typed name:

Contact/Additional Officer's electronic signature or typed name:

Please email completed application in .pdf format to:
Becky Pope
PAL Scholarships & Grants Vice President
Email: **thepopes94@comcast.net** **AND** **palchat16@gmail.com**
***Both email addresses must be included in your submission.**

Complete Grant application submission must be emailed by midnight FEBRUARY 20, 2026.

CHECKLIST

Have you included each required element?

- ☐ ***EIN Number***
- ☐ ***Board of Directors list or School administrative personnel list***
- ☐ ***All requested contact info***
- ☐ ***All requested budget info & narrative descriptions***