**RESOLUTION OF THE GOVERNING BODY OF**

**[FULL LEGAL NAME OF PUBLIC ENTITY]**

**INFILL INFRASTRUCTURE GRANT PROGRAM OF 2019**

## RESOLUTION NO.:

**[Name of Project as It Appears in the Application]**

WHEREAS, the California Department of Housing and Community Development ("Department"), has issued a Notice of Funding Availability (“NOFA”) dated Month, XX, XXXX, pursuant to the Infill Infrastructure Grant Program of 2019 (“Program”), established by Health and Safety Code section 53559, et seq., and implemented by the Infill Infrastructure Grant Program, Small Jurisdiction Set-Aside, final Guidelines issued Month, XX, XXXX (“Guidelines’). The Program provides grant assistance available as gap funding for Capital Improvement Projects, which are an integral part of, or necessary to facilitate the development of a Qualifying Infill Project; and

WHEREAS, **[Full Legal Name of Public Entity],** a [Type of Public Entity](“Public Entity”), submitted an application to the Department in response to the NOFA (the “Application”) and was determined to be an eligible Grant Recipient. Based on the Application, the Department made an award of Program funds (the “Program Award”) pursuant to the conditional award letter, dated [DATE];

WHEREAS, pursuant to the Conditional Award Commitment, the Department a made conditional award to the Public Entity as follows:

| Program | Award |
| --- | --- |
| Infill Infrastructure Grant Program of 2019 | [award amount] |

WHEREAS the award expressly identified above will hereinafter be referred to, as the “Program Award.”

NOW, THEREFORE, IT IS RESOLVED, that the Public Entity is hereby authorized and directed to act in connection with the Program Award.

RESOLVED FURTHER: Public Entity is hereby authorized and directed to accept and incur an obligation for the Program Award. That in connection with the total amount of the Program Award, the Public Entity is authorized and directed to enter into, execute, and deliver a STD 213, Standard Agreement, and any and all other documents required or deemed necessary or appropriate to secure the Program Award from the Department and to participate in the relevant Program, and all amendments thereto (collectively, the “Program Award Documents”).

RESOLVED FURTHER: Public Entity acknowledges and agrees that it shall be subject to the terms and conditions specified in the STD 213, Standard Agreement, and that the Infill Infrastructure Grant Program of 2019 NOFA and the Application will be incorporated by reference therein and made a part thereof. Public Entity also acknowledges and agrees that any and all activities, expenditures, information, and timelines represented and described in the Application are enforceable through the relevant STD 213, Standard Agreement(s). Public Entity also acknowledges and agrees that Program Award funds are to be expended only on the eligible uses and activities identified in the relevant STD 213, Standard Agreement(s).

RESOLVED FURTHER: That [**Title of Authorized Signatory**] [**Optional**: or his or her designee] is hereby authorized to execute the Program Award Documents and all amendments on behalf of the Public Entity.

RESOLVED FUTHER: That this resolution shall take effect immediately upon its passage.

RESOLVED FURTHER: That this resolution shall take effect immediately upon its passage.

Passed and adopted, effective as of\_\_\_\_\_\_\_\_\_\_\_\_\_, 20\_\_\_\_\_ by the consent of the [Board of Supervisors / Members of the City Council] of the Public Entity by the following vote:

\_\_\_\_\_AYES \_\_\_\_\_\_NAYS

\_\_\_\_\_ABSTAIN \_\_\_\_\_\_ABSENT

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

SIGNATURE TITLE DATE

##### CERTIFICATE OF THE [**SECRETARY/CLERK]** OF THE Public Entity

The undersigned, **[Secretary/Clerk]** of the Public Entity, does hereby attest and certify that the foregoing is a true, full and correct copy of a resolution that was duly adopted by the Public Entity’s governing body on **[DATE]**, and that the resolution has not been altered, amended, modified, repealed, rescinded, or annulled.

DATE:

**[Full Name] [Secretary/Clerk]**

**NOTICE AND INSTRUCTIONS**

1. **Notice.** The Department is providing this template Authorizing Resolution as informational guidance only. This language and the table may require modification and customization in order to accurately reflect your entity and/or your entity’s participation in the relevant Program(s). Accordingly, the Department encourages each entity to consult with professional legal counsel during the development of its own formal, legally binding statement that it is authorized to participate in the relevant Program(s). Please note, however, that any limitations or conditions on the authority of the signatory or signatories to execute the Program Award Documents may result in the Department rejecting the Authorizing Resolution.

1. **Accuracy, Verification.** The Department will verify that this Authorizing Resolution comports with the legal authority of the entity’s governing body. The entity must timely notify the Department, in writing, of any factors that limit its ability to provide an Authorizing Resolution which is materially consistent with this template.

1. **Authorized Signatory or Signatories, Designee.** As a public entity,the entitymay designate an authorized signatory by identifying only the title of that individual. The entity may authorize multiple signatories, so long as there is clarifying language as to whether the signatories are authorized to execute the Program Award Documents individually or collectively. In addition, the entity may authorize a designee of the authorized signatory to execute the Program Award Documents. In such case, the entity must append a supporting document (e.g., memorandum, meeting notes of official action), which indicates the name and title of the designee who is authorized to legally bind the entity.

1. **Certification of Authorizing Resolution.** The individual who certifies the Authorizing Resolution cannot also be authorized to execute the Program Award Documents on behalf of the entity.