Sample Resolution of the Governing Body
(revised XX/XX/202X)

(*Applicants are required to use this Resolution in content and form.*)

RESOLUTION NO._____

A RESOLUTION APPROVING AN ALLOCATION OF FUNDING, AN APPLICATION FOR FUNDING, AND THE EXECUTION OF A GRANT AGREEMENT AND ANY AMENDMENTS THERETO FROM THE 2019-2020 FUNDING YEAR OF THE CDBG MITIGATION (CDBG-MIT) RESILIENT PLANNING AND PUBLIC SERVICES PROGRAM

BE IT RESOLVED by the [*City Council or County Board of Supervisors, as applicable*] of the [*City or County, as applicable*] of _____ as follows:

SECTION 1:

The [*City Council or County Board of Supervisors, as applicable*] has reviewed and hereby approves the projects identified below and the execution of a Standard Agreement ("Agreement") between _____ [*City or County, as applicable*] ("Subrecipient") and the California Department of Housing and Community Development ("HCD"), allocating to the [*City or County, as applicable*] the aggregate amount, not to exceed, of $_____ ("Grant") for the following CDBG-MIT Planning and Public Services (MIT-PPS) project(s), pursuant to the January 2021 CDBG MIT-PPS Notice of Funding Availability.

MIT-PPS Project(s) and Amount(s)

The Subrecipient's project(s) for the MIT-PPS program will not exceed $_____, identified below with project description(s) and award amount(s).

Planning Project(s)

Project 1 Title $ _____

- Project 1 Description

Project 2 Title $ _____

- Project 2 Description

<u>Public Services Project(s)</u>

Project 1 Title $ _____

- Project 1 Description

Project 2 Title $ _____

- Project 2 Description

SECTION 2:

The *[City or County, as applicable]* acknowledges compliance with all state and federal public participation requirements in the development of its application(s).

SECTION 3:

The [*insert the title of the authorized official*], or designee*, is authorized to execute and deliver all project applications and any and all related documentation required to effectuate the terms of the Agreement, and to act on the [*City's or County's*] behalf in all matters pertaining to all such applications and documentation.

SECTION 4:

If an application is approved, the [*insert the title of the authorized official*], or designee*, is authorized to enter into, execute and deliver the grant agreement (i.e., Standard Agreement) and any and all subsequent amendments thereto, with the State of California for the purposes of the Grant.

SECTION 5:

If an application is approved, the (*insert title of authorized official*], or designee*, is authorized to sign and submit Funds Requests and all required reporting forms and other documentation as may be required by the State of California from time to time in connection with the Agreement for purposes of the Grant.

Important Note: If the designee is signing any application, agreement, or any other document on behalf of the designated official of the City or County, written proof of designee authority to sign on behalf of such designated official must be included with the Resolution, otherwise the Resolution will be deemed deficient and rejected. Additionally, do not add limitations or conditions on the ability of the signatory or signatories to sign documents, or the Resolution may not be accepted. If more than one party's approval is required, list them as a signatory. The only exception is for county

counsel or city attorney to approve as to form or legality or both, IF such approval is already part of the standard city/county signature block as evidenced by the signed Resolution itself. Inclusions of additional limitations or conditions on the authority of the signer will result in the Resolution being rejected and will require your entity to issue a corrected Resolution prior to the Department issuing a Standard Agreement.

PASSED AND ADOPTED at a regular meeting of the [*City Council or County Board of Supervisors, as applicable*] of the [*City or County, as applicable*] of _____ held on _____ by the following vote:

Instruction: Fill in all four vote-count fields below. If none, indicate "0" for that field.

AYES: _____   NOES: _____

ABSENT: _____   ABSTAIN: _____

_____
Name and Title
[*City Council or Board of Supervisors, as applicable*]

STATE OF CALIFORNIA
City/County of _____

I, _____, City/County Clerk of the City/County of _____, State of California, hereby certify the above and foregoing to be a full, true and correct copy of a resolution adopted by said City Council/Board of Supervisors on this ___ day of _____, 20____.

_____
Name, City/County Clerk of the City/County of _____, State of California

By: _____
    Name and Title

Note: The attesting officer <u>cannot</u> be the person identified in the Resolution as the authorized signer or the designee of such authorized signer. The attestation must include <u>all</u> information identified in the above provision or it will be deemed deficient.