

**APPENDIX E**

**SAMPLE RESOLUTION OF THE GOVERNING BODY**

RESOLUTION NO.\_\_\_\_

**A RESOLUTION APPROVING AN APPLICATION FOR FUNDING AND THE EXECUTION OF A GRANT AGREEMENT AND ANY AMENDMENTS THERETO FROM THE \_\_\_\_\_ ALLOCATION OF THE STATE CDBG PROGRAM**

BE IT RESOLVED by the City Council/County Board of Supervisors of the City/County of as follows:

**SECTION 1:**

The City Council/County Board of Supervisors has reviewed and hereby approves an application for up to \$\_\_\_\_\_ for the following activities:

*(List all activity titles showing funding breakdown)*

**Example** (activity totals should include activity delivery dollars):

General Program Administration	\$XXXXXX
Housing Rehabilitation- Single Unit Residential	\$XXXXXX
Public Improvements-HNC-Street Improvements	\$XXXXXX

**SECTION 2:**

The City/ County has determined that federal Citizen Participation requirements were met during the development of this application.

**SECTION 3:**

The City/County hereby approves the use of Local Funding Sources (listed below) in the amount of \$\_\_\_\_\_ to be used as the City's/County's cash match for the Planning and Technical Assistance activity in this application.

General Funds Cash Match	\$XXX
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**SECTION 4:**

The City/County hereby approves the commitment of Program Income in the amount of \$\_\_\_\_\_ during the grant term to the following activities:

**Example:**

Public Improvements-Street Improvements	\$XXXXXX
Public Facilities Improvements	\$XXXXXX

**SECTION 5:**

The City/County hereby authorizes and directs the (title of designated official[s]) \_\_\_\_\_, or designees, to sign this application and act on the City's/County's behalf in all matters pertaining to this application.

**SECTION 6:**

If the application is approved, the (title of designated official[s]) \_\_\_\_\_, or designees, is authorized to enter into and sign the grant agreement and any subsequent amendments with the State of California for the purposes of this grant.

**SECTION 7:**

If the application is approved, the (title of designated official[s]) \_\_\_\_\_, or designees, is authorized to sign Funds Requests and other required reporting forms.

PASSED AND ADOPTED at a regular meeting of the City Council/County Board of Supervisors of the City/County of \_\_\_\_\_

\_\_\_\_\_ held on \_\_\_\_\_ by the following vote:

AYES:  
ABSENT:

NOES:

\_\_\_\_\_  
Name and Title  
City Council/Board of Supervisors

**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, Title