



California Department of
**Housing and Community
Development**

Authorized Signatories Form
Homeless Housing, Assistance, and Prevention (HHAP) Program

Instructions: This form is intended to list all of the individuals who are authorized to sign Homeless Housing, Assistance, and Prevention (HHAP) Program grant documents on behalf of the administrative entity. The authorized representative who signs this form must be an individual who is authorized to legally bind the administrative entity to HHAP grant agreements. The authorized representative is authorized to sign all HHAP grant documents on behalf of the administrative entity and may authorize additional signatories to sign HHAP grant documents using the 'Authorized Signatories' section below.

Grantee information: Enter the names of the eligible jurisdiction (e.g. Sacramento CoC) and administrative entity (e.g. Sacramento Steps Forward) and select all of the HHAP grant programs to which this form applies.

Authorized Signatories: Enter the names and title/position of the individuals authorized by the authorized representative to sign HHAP grant documents. Each of the authorized signatories listed below must sign this form. Signatures may be wet or electronic.

Please Note: For cities, the Authorized Signatory Form must be signed by the mayor of the city or must include a reference to city ordinance (including charter cities) that delegates signing authority per California Government Code Section 40602.

Certification: By signing this form, the authorized representative certifies that they are authorized to legally bind the administrative entity to HHAP grant agreements, they are authorized to sign all HHAP grant documents, and the authorized signatories listed on this form are additionally authorized to sign HHAP grant documents. Signatures may be wet or electronic.

Changes to this form: This form must be updated by the administrative entity whenever the authorized representative or signatories change.

GRANTEE INFORMATION

Eligible Jurisdiction:

Administrative Entity:

This form applies to the following grants:

HHAP 1

HHAP 2

HHAP 3

HHAP 4

HHAP 5

HHAP 6

AUTHORIZED SIGNATORIES

Name	Title/Position	Signature

CERTIFICATION

I certify that I am legally authorized to sign HHAP grant documents and that I am additionally authorizing the above signatories to sign HHAP grant documents.

Name of Authorized Representative

Signature of Authorized Representative

Title

Date