

**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"), issued a Request for Concept Proposals for the Infill Infrastructure Grant – Catalytic Qualifying Infill Area Program dated November 30, 2022, and issued an Infill Infrastructure Grant – Catalytic Qualifying Infill Area Program Guidelines and Notice of Funding Availability, Phase II Application Solicitation on March 15, 2023, and amended March 22, 2023 (collectively, the "NOFA"), so as to implement Assembly Bill 157 (Chapter 570, Statutes of 2022) which amended the Infill Infrastructure Grant Program of 2019 established by Health and Safety Code section 53559, et seq. 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 Catalytic Qualifying Infill Area (CQIA); 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 based on the Application the Department made an award of Program funds (the "Program Award") pursuant to that certain conditional award letter, dated [DATE];

NOW, THEREFORE, IT IS RESOLVED, that the Public Entity is hereby authorized and directed to accept and incur an obligation for the Program Award in an amount not to exceed \$[Insert Amount], and to enter into, execute, and deliver an STD 213, Standard Agreement (the "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 Program, including, but not limited to, an affordable housing covenant, a performance deed of trust, a disbursement agreement, and all amendments thereto (collectively, the "Program Award Documents").

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 thereto on behalf of the Public Entity.

Public Entity – Sponsor/Grant Recipient
Approved:

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]

Public Entity – Sponsor/Grant Recipient
Approved:

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.
2. **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.
3. **Authorized Signatory or Signatories, Designee.** As a public entity, the entity may 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.
4. **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.