All information provided will be verified using the entity’s bylaws, or appropriate governing documents. If the governing documents of the organization are not reflective of the current board makeup, the Applicant/Requestor must notify HCD in writing of the discrepancy and provide an explanation.

The Authorizing Resolution shall be submitted with Application.The Department will not issue an award letter until the Department receives a fully executed Authorizing Resolution.

# [Insert Resolution Number] [Insert Name of Entity]

**AUTHORIZING RESOLUTION**

**[All***, or* **A necessary quorum and majority]** of the **[directors, supervisors, members, council members, etc.]** of **[official name of applicant entity, and type of entity: non-profit, county, municipality, etc.]** (“Applicant”) hereby consents to, adopts and ratifies the following resolution:

1. WHEREAS, the Department is authorized to provide up to $125,000,000 under the Local Government Planning Support Grants Program (LGPSGP) to Councils of Governments and other Regional Entities (“Applicant”) (as described in Health and Safety Code section 50515.02).

## WHEREAS the State of California (the “State”), Department of Housing and Community Development (“Department”) issued a Notice and Opportunity for Funding Allocation Application (NOFA) on February 18, 2020 (Local Government Planning Support Grants Program);

## WHEREAS Applicant is a Council of Governments or Regional Entity eligible to apply for an allocation pursuant to Health and Safety Code section 50515.02(a) to develop and accelerate the implementation of the requirements contained in the Council of Governments or Regional Entity’s application pursuant to Health and Safety Code section 50515.02(d)(1) including the development of an education and outreach strategy related to the sixth cycle regional housing need allocation.

## WHEREAS the Department shall approve the allocation request, subject to the terms and conditions of Eligibility, NOFA, which includes the guidelines and program requirements, and the Standard Agreement by and between the Department and Local Government Planning Support Grant Recipients;

NOW THEREFORE BE IT RESOLVED THAT:

* 1. The **[Council of Government/Regional Entity**] is hereby authorized pursuant to Health and Safety Code section 50515.02(a) and directs **[ insert designee title** **]**  to request an allocation pursuant to the Department’s calculation in accordance with the population estimates consistent with the methodology described in subdivision (a) of Section 50515.03. Each council of governments or other regional entity may, in consultation with the Department and consistent with program requirements, determine the appropriate use of funds or suballocations within its boundaries to appropriately address its unique housing and planning priorities.
  2. The [**insert designee title**] is authorized to execute the**Allocation Application,** on behalf of the [**Council of Governments/Regional Entity**] as required by the Department for receipt of LGPSGP funds by submitting the following information:

(a) An allocation budget for the funds provided pursuant to this section.

(b) The amounts retained by the council of governments, regional entity, or county, and any suballocations to jurisdictions.

(c) An explanation of how proposed uses will increase housing planning and facilitate local housing production.

(d) Identification of current best practices at the regional and statewide level that promote sufficient supply of housing affordable to all income levels, and a strategy for increasing adoption of these practices at the regional level, where viable.

(e) An education and outreach strategy to inform local agencies of the need and benefits of taking early action related to the sixth cycle regional housing need allocation.

1. When **[Council of Government/Regional Entity]** receives its allocation of LGPSP funds in the authorized maximum amount of **$ [ ]** from the Department pursuant to the above referenced Allocation Application, it represents and certifies that it will use all such funds only for eligible activities as set forth in Health and Safety Code section 50515.02(e), as approved by the Department and in accordance with all LGPSP requirements, NOFA guidelines, all applicable state and federal statutes, rules, regulations, and the Standard Agreement executed by and between the Applicant **[Council of Government/Regional Entity]** and the Department.

## The **[insert designee title]** is authorized to enter into, execute and deliver a State of California Standard Agreement for the maximum amount of **$[ ],** and any and all other documents required or deemed necessary or appropriate to evidence and secure the LGPSP allocation, the **[Council of Government’s/Regional Entity’s]** obligations related thereto and all amendments the Department deems necessary and in accordance with LGPSGP.

PASSED AND ADOPTED at a regular meeting of the **[Insert Name of Applicant Council of Government/Regional Entity]**this day of , by the following vote:

## AYES: ABSTENTIONS: NOES: ABSENT:

Signature of Approving Officer

**[Insert printed name and title of Approving Officer]**

*INSTRUCTION:* The attesting officer cannot be the person identified in the resolution as the authorized signor.

ATTEST:

Signature of Attesting Officer

**[Insert printed name and title of Attesting Officer]**