Sample Signatory Resolution

RESOLUTION

A RESOLUTION OF THE [CITY COUNCIL/COMMISSIONERS COURT] OF [CITY/COUNTY], TEXAS AUTHORIZING [CITY/COUNTY] REPRESENTATIVES IN MATTERS PERTAINING TO THE [CITY/COUNTY]'S PARTICIPATION IN THE TEXAS COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM.

WHEREAS, the [City Council/Commissioners Court] of [City/County] desires to develop a viable community, including decent housing and a suitable living environment and expanding economic opportunities, principally for persons of low-to-moderate income; and

WHEREAS, it is necessary and in the best interests of [City/County] to participate in the Texas Community Development Block Grant Program; and

WHEREAS, the [City Council/Commissioners Court] of [City/County] is committed compliance with federal, state, and program rules, including the current TxCDBG Project Implementation Manual; and

NOW, THEREFORE, BE IT RESOLVED BY THE [City Council/Commissioners Court] OF [City/ County], TEXAS:

That the [City Council/Commissioners Court] directs and designates the following to act in all matters in connection with any grant application and the County's participation in the Texas Community Development Block Grant Program:

* The [County Judge, Mayor, Mayor Pro-Tem, City Manager, etc.] shall serve as the [City/County]'s Chief Executive Officer and Authorized Representative to
  + execute a grant application and any subsequent contractual documents,
  + certify environmental review documents between the Texas Department of Agriculture and the City/County, and
  + certify the Payment Request form and/or other forms required for requesting funds to reimburse project costs, and
  + be assigned the role of Authorized Official in the TDA-GO grant management system.
* In addition to the above designated officials, should any grant be funded the [Mayor Pro-Tem, City Manager, City Secretary, City Council Member, County Clerk, County Auditor, County Treasurer, etc.] is authorized to
  + certify the Payment Request form and/or other forms required for requesting funds to reimburse project costs,
  + prepare and submit other financial documentation, and
  + be assigned the role of Project Director or Payment Processor in the TDA-GO grant management system.

Passed and approved this day of , 20 .

Mary Smith, County Clerk (XYZ) County, Texas

John Doe, County Judge (XYZ) County, Texas