Example Resolutions

IF APPLICANT IS NOT THE PROPERTY OWNER

I, __(name)_____, the duly qualified and acting _____(title)_____ of _____(name of organization)_____, do hereby certify that the following resolution was adopted at a meeting of the _____(name of organization)____ held on __(date)_____; is on file; has not been amended, altered or revoked; and is in full force and effect.

RESOLVED:

Whereas _____(name of applicant)_____ has entered into an agreement with _____(name of owner)_ to redevelop the resource located at _____(address of resource)_____ and;

Whereas, the ____(name of applicant)_____ will file an application to the Michigan State Housing Development Authority, State Historic Preservation Office (SHPO) for the Michigan Lighthouse Assistance Program (MLAP) in the amount of ____(amount of grant request) for the __(name of project) for the resource located at _____(address of resource) and;

Whereas, the ____(name of organization) shall provide the matching funds in the amount of _____(amount), for a total project cost of _____(full project amount). The source of the matching funds shall be _____(source) and;

Whereas, _____(name of person) from ___(name of organization) is appointed as the Grant Project Manager who will oversee the MLAP grant management and grant administration duties and;

Whereas, _____(name of organization) will receive and pay vendor invoices related to the grant project and;

Whereas, _____(name of person) from ___(name of organization) is authorized to sign the required historic preservation easement and record it at the County Register of Deeds before the grant reimbursement will be processed by the SHPO and;

Whereas, the (name of organization)_____ acknowledges that the Michigan Lighthouse Assistance Program (MLAP) is an **expense reimbursement** program. The ____(name of organization) authorizes expenditures in the amount of (full project amount) for the project work with the knowledge that eligible expenditures up to the approved grant amount will be reimbursed to (name of organization) upon SHPO acceptance of final project work, SHPO acceptance of the final completion report, SHPO audit and acceptance of financial documentation for eligible costs and SHPO acceptance of a historic preservation easement recorded at the Register of Deeds.

SEAL

_____

Signature of (title)

IF APPLICANT IS THE PROPERTY OWNER

I, __(name)_____, the duly qualified and acting _____(title)_____ of __(name of organization)_____, do hereby certify that the following resolution was adopted at a meeting of the (name of organization) _____held on __(date)_____; is on file; has not been amended, altered or revoked; and is in full force and effect.

That the _____(title)_____ is authorized and directed to file an application for _____(grant amount)__ for (name or address of project)__ and that upon approval of the Application by the Michigan State Housing Development Authority the _____(title)_____ shall be authorized to sign the grant agreement, any necessary grant agreement amendments, other agreement-related documents and the required historic preservation easement. The (name of organization)_____ acknowledges that the Michigan Lighthouse Assistance Program (MLAP) is an **expense reimbursement** program.

The ____(name of organization) authorizes expenditures in the amount of (full project amount) for the project work with the knowledge that eligible expenditures up to the approved grant amount will be reimbursed upon SHPO acceptance of final project work, SHPO acceptance of the final completion report, SHPO audit and acceptance of financial documentation for eligible costs and SHPO acceptance of a historic preservation easement recorded at the Register of Deeds.

The (name of organization)_____ shall provide the matching funds in the amount of _____(amount), for a total project cost of (full project amount_____. The source of the matching funds shall be ____(source).

SEAL

_____

Signature of ____(title)

Note: MLAP planning projects do not require a historic preservation easement.