

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 Historic Preservation Office (SHPO) for the Certified Local Government (CLG) in the amount of (amount of grant request) for the (name of project) for the resource located at (address of resource) and;

Whereas, (name of person) from (name of organization) is appointed as the Grant Project Manager who will oversee the CLG 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 Certified Local Government (CLG) 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 Historic Preservation Office 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 Certified Local Government (CLG) 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.

SEAL

Signature of (title)

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