



**2023 ESG Homelessness Prevention Resolution Form**  
**(For Units of General-Purpose Local government and JPAs)**

**INSTRUCTIONS**

**Applicants are required to use the attached Resolution Form in content and form.**

***Failure to do so will result in automatic disqualification of the application.***

Please make sure all boxes are filled in.

**SECTION 1 (Dollar amount):** It is recommended that you list an approved dollar amount that is at least double the amount you expect to receive. If the amount your entity is eligible to receive increases above the dollar amount your entity authorizes, a new resolution will be required to receive the new higher amount. Articulating a higher dollar amount in this resolution helps reduce the chances you will need an entirely new resolution.

**SECTIONS 4, 5 & 6 (Designee\*):** If there is a designee\*, written proof of designee authority to sign on behalf of such designated official must be included with the Resolution, otherwise the Resolution will be deemed deficient and rejected.

**Vote Count:** Fill in all four vote-count fields (AYES,NOES,ABSENT,ABSTAIN) with the number of votes, if none enter "0" for that field.

**ATTESTATION:** The attesting officer cannot be the person identified in the Resolution as the authorized signer.

**Important Note:**

All information provided will be verified using the entity's bylaws, or appropriate governing documents for cities and counties. If the governing documents of the organization are not reflective of the current board makeup, the Applicant must notify HCD by uploading all documentation of the discrepancy and provide an explanation for it.

**Resolution of the Governing Body**

**RESOLUTION NO. \_\_\_\_\_**

**A RESOLUTION APPROVING AN APPLICATION FOR FUNDING AND THE EXECUTION OF A GRANT AGREEMENT AND ANY AMENDMENTS THERETO FROM THE 2023-2024 FUNDING YEAR OF THE STATE ESG PROGRAM, HOMELESSNESS PREVENTION ("HP") ACTIVITY NOFA.**

of the

("Governing Board") of \_\_\_\_\_ ("Applicant")  
in the State of California, hereby consent to adopt and ratify the following resolution:

WHEREAS the State of California (the "State"), Department of Housing and Community Development ("Department") issued a Notice of Funding Availability ("NOFA") for the **Homelessness Prevention Activity** dated 09/25/2023 under the Emergency Solutions Grants (ESG) Program (Program, or ESG Program); and

**SECTION 1:**

Applicant is approved by the Governing Board, and is hereby authorized and directed to receive an ESG Homelessness Prevention grant, in an amount not to exceed \$ \_\_\_\_\_ in accordance with all applicable rules and laws.

**SECTION 2:**

The Department may approve funding allocations for the ESG HP Program, subject to the terms and conditions of the NOFA, Program regulations, and the Standard Agreement. The Applicant acknowledges compliance with all state and federal public participation requirements in the development of its application(s).

**SECTION 3:**

If applicant receives a grant of ESG funds from the Department pursuant to the above referenced ESG HP NOFA, it represents and certifies that it will use all such funds in a manner consistent and in compliance with all applicable state and federal statutes, rules, regulations, and laws, including without limitation all rules and laws regarding the ESG Program, as well as any and all other contracts Applicant may have with the Department.

**SECTION 4:**

The Applicant hereby authorizes and directs

or designee\*, to execute and deliver all applications and act on the Applicant’s behalf in all matters pertaining to all such applications.

**SECTION 5:**

If an application is approved, the Applicant hereby authorizes and directs

or designee\*, to enter into, execute and deliver the grant agreement (i.e., Standard Agreement) and any and all subsequent amendments thereto with the State of California for the purposes of the grant.

**SECTION 6:**

If an application is approved, the Applicant hereby authorizes and directs

or designee\*, to sign and submit Funds Requests and all required reporting forms and other documentation as may be required by the State of California from time to time in connection with the grant.

PASSED AND ADOPTED at a regular meeting of  
of \_\_\_\_\_ held on \_\_\_\_\_ by the  
following vote:

AYES: \_\_\_\_\_ NOES: \_\_\_\_\_ ABSENT: \_\_\_\_\_ ABSTAIN: \_\_\_\_\_

Name of Approving Officer

Title of Approving Officer

\_\_\_\_\_  
Signature of Approving Officer

**ATTESTATION**

STATE OF CALIFORNIA

I, \_\_\_\_\_, am the  
of \_\_\_\_\_, State of California, and as such, am  
familiar with the facts herein and do hereby certify as follows:

I affirm that resolution # \_\_\_\_\_ was provided to the Department for the purpose of  
obtaining an Emergency Solutions Grants Program (“ESG”) award and I hereby certify  
above said resolution to be a full, true and correct copy of a resolution adopted by

\_\_\_\_\_ of  
on \_\_\_\_\_ which has been provided to the Department as part of the ESG  
application.

By: \_\_\_\_\_  
Print Name of Attesting Person

Title:

By: \_\_\_\_\_  
Signature/Stamp of Attesting Person

Date Attested: