

APPENDIX A
Resolution to Authorize Submission of CDBG Application

Each application for CDBG funds must be accompanied by a copy of a resolution formally adopted by the applicant authorizing:

- The submission of the CDBG application in compliance with the CDBG Application Guidelines; and
- The applicant's chief elected official or chief executive officer to act on its behalf regarding to the application and to provide such additional information as may be required.

The resolution must also indicate the governing body's intent to commit to any funding for the project that will be provided by the applicant.

Applicants and/or subrecipients must have the legal jurisdiction and authority to finance, operate and maintain the proposed facility and, where applicable, must have the demonstrated financial capacity to repay any debt incurred. In all cases, the applicant assumes complete responsibility for:

- Proper financial management of the CDBG funds awarded to it; and
- Compliance with all federal and state laws and regulations; and
- Compliance with the auditing and annual financial reporting requirements provided for in the Montana Single Audit Act, 2-7-501 to 522, [MCA](#); and
- The establishment of a financial accounting system that can properly account for grant funds according to generally accepted accounting principles.

See sample resolution on next page and provide information listed in italics specific to the applicant.

Sample Resolution to Authorize Submission of CDBG Application

WHEREAS, the *(Name of applicant)* is applying to the Montana Department of Commerce for financial assistance from the Community Development Block Grant Program (CDBG) to *(describe purpose of project)*;

WHEREAS, the *(Name of applicant or subrecipient)* has the legal jurisdiction and authority to construct, finance, operate, and maintain *(the proposed facility)*;

That the *(Name of applicant)* agrees to comply with all applicable parts of Title I of the Housing and Community Development Act of 1974, as amended, which have not been cited herein, as well as with other applicable federal laws and regulations, and all state laws and regulations and the requirements described in the CDBG Economic Development Application Guidelines and those that are described in the CDBG Grant Administration Manual;

That the *(Name of applicant)* commits to provide the amount of matching funds as proposed in the CDBG Economic Development application; and

That *(name of Chief Elected Official or Chief Executive Officer)*, *(title)*, is authorized to submit this application to the Montana Department of Commerce, on behalf of *(Name of applicant)*, to act on its behalf and to provide such additional information as may be required.

Signed: _____

Name: _____

Title: _____

Date: _____

Attested: _____

Local Government's DUNS Number: _____

Note concerning the DUNS Number requirement:

The requirement that the applicant's DUNS (Data Universal Numbering System) Number must be provided by all applicants is a compliance requirement of the Federal Funding Accountability and Transparency Act of 2006.

Additionally, entities receiving CDBG funds must be registered in the federal System for Awards Management (SAM). Debarred entities may not receive CDBG funds.