**HOME/HTF Affordable Housing Development Grant Administration Manual Tools and Resources**

**Budgetary Authority Resolution**

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

WHEREAS, on (Month) (Day), (Year), the (City, Town, or County of) (Name of City, Town, or County) received (HOME/HTF) funds in the amount of $(Award), for which no provision was made in fiscal year (Year) (City, Town, or County) budget; and

WHEREAS, (cities, towns, or counties) may appropriate federal or state money received during the fiscal year by formal resolution,

NOW, THEREFORE, BE IT RESOLVED that the (City Council or Town Council or Board of County Commissioners) hereby appropriates the sum of $(Amount) and directs the (City Clerk, Town Clerk, or County Clerk and Recorder) to allocate said amount to the following program activities:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| EXPENDITURE CODE*(LIST)* |  | ADMINISTRATION COSTS |  | ACTIVITY COSTS |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
| **TOTALS** |  | **$** |  | **$** |

BE IT FURTHER RESOLVED that the above appropriation shall become effective on (Month) (Day), (Year).

|  |  |  |
| --- | --- | --- |
| CITY OR TOWN OF (NAME OF CITY OR TOWN), MONTANA | (OR) | BOARD OF THE COUNTY COMMISSIONERS(NAME OF COUNTY), MONTANA |
| By |  |  | By |  |
|  | Mayor |  |  | Chair |
| Attest |  |  | By |  |
| Attest |  |  |  | Member |
|  |  |  | By |  |
|  |  |  |  | Member |