

(Applicant Letterhead)

SAMPLE RESOLUTION

NOTE: DO NOT COMPLETE IF THE APPLICANT IS AN INDIVIDUAL.

WHEREAS, The State of California, Department of Housing and Community Development, Division of Community Affairs, has issued a NOTICE OF FUNDING AVAILABILITY UNDER THE RENTAL HOUSING CONSTRUCTION PROGRAM (RHCP); and

WHEREAS, (Name of Applicant) is a (State type of sponsor — public entity, nonprofit corporation, for-profit corporation, partnership, etc.), and has applied for an RHCP loan to develop low- and very low-income rental housing; and

WHEREAS, (Name and Title of Officer) will act on behalf of (Name of Applicant) and will sign all necessary documents required to complete the application and award process.

NOW, THEREFORE, BE IT RESOLVED THAT the Board of Directors (or authorizing body of governmental entity) of (Name of Applicant) hereby authorizes (Name and Title of Officer) to apply for and accept the loan in an amount not to exceed \$ _____, and to execute a State of California Standard Agreement, other required State documents, and any amendments thereto.

DATE: _____

SIGNED: _____

 (Name and title of person signing)