

# FY22 Municipal Resolution for Bylaw Modernization

**WHEREAS**, the Municipality of \_\_\_\_\_ is applying for funding as provided for in the FY22 Budget Act 74 and may receive an award of funds under said provisions; and

**WHEREAS**, the Department of Housing and Community Development may offer a Grant Agreement to this Municipality for said funding; and

**WHEREAS**, the municipality is maintaining its efforts to provide local funds for municipal and regional planning purposes or that the municipality has voted at an annual or special meeting to provide local funds for municipal and regional planning purposes,

**Now, THEREFORE, BE IT RESOLVED**

1. That the Legislative Body of this Municipality enters into and agrees to the requirements and obligations of this grant program including a commitment to match funds in accordance with the program’s requirements;
2. That the Municipal Planning Commission recommends applying for said Grant;

\_\_\_\_\_  
(Name of Planning Commission Chair)

\_\_\_\_\_  
(Signature)

3. That (Name) \_\_\_\_\_ Title \_\_\_\_\_

is hereby designated as the Grant Administrator, the person with the overall Administrative responsibility for the Bylaw Planning Grant program activities related to the application, and any subsequent Grant Agreement provisions.

4. If the grant application is successful, and funds are awarded, the following individual will be the signatory on behalf of the municipality:

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Email: \_\_\_\_\_

Phone: \_\_\_\_\_

**Note:** The signatory must either the Chief Executive Officer (CEO), as defined by 10 VSA §683(8), or is a Select Board Member, the Town Manager, the City Manager, or the Town Administrator, is hereby designated to execute the Grant Agreement and other such Documents as may be necessary to secure these funds.

Passed this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

- Check the box if the municipality authorizes its regional planning commission to serve as the ‘agent’ for the applicant municipality, or multi-town applicant municipalities, by assisting with the preparation of the application, supporting grant administration, and being exempt from competitive selection if serving as project consultant.
5. That the Municipal Legislative Body recommends applying for said Grant.

\_\_\_\_\_  
(Legislative Body Chair)

\_\_\_\_\_  
(Signature)

### INSTRUCTIONS FOR RESOLUTION FORM

- A. The Legislative Body of the Municipality must adopt this resolution or one that will have the same effect. This Form may be filled in or the adopted Resolution may be issued on municipal letterhead, filling in the name of the municipality, the Legislative Body (e.g. Selectboard), and the name and title of the Grant Administrator and Municipal signatory.
- B. Following formal adoption, the Chair of the Planning Commission and Legislative Body must sign upon endorsement by vote of the Planning Commission and Legislative Body.
- C. This form must be submitted with the grant application.

**CONSORTIUM APPLICATIONS:** For a multi-town application, each municipality must complete a separate Resolution form. All municipalities in a consortium must designate the same Grant Administrator, and signatory from the primary grant municipality.