

## **LOCAL RESOLUTION**

*(EJ and CBTP grants only)*

The local resolution is a critical part of the grant application package. Applicants are strongly encouraged to plan ahead and ensure that there is adequate time to get the resolution on the agenda of the governing board in order to meet the application deadline. **Application packages without the required local resolution will be at a competitive disadvantage.**

The local resolution must:

- State the title of the project.
- State the title of the person authorized to enter into a contract with Caltrans on behalf of the applicant.
- Be enacted by the application deadline. Resolutions more than a year old will not be accepted.
- Be signed by the governing board of the grant applicant.

Note: MPO's and RTPA's may submit the resolution that adopted their Overall Work Plan if it contains language authorizing any follow on agreements in order to implement the OWP.

# SAMPLE LOCAL RESOLUTION

## CITY OF CAN DO RESOLUTION NO. 009-2012

### RESOLUTION OF THE BOARD OF DIRECTORS OF THE CITY OF CAN DO AUTHORIZING THE EXECUTIVE DIRECTOR TO EXECUTE AGREEMENTS WITH THE CALIFORNIA DEPARTMENT OF TRANSPORTATION FOR THE CITY OF CAN DO COMPLETE STREET PLAN

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**WHEREAS**, the Board of Directors of for the City of Can Do is eligible to receive Federal and/or State funding for certain transportation planning related plans, through the California Department of Transportation; and

**WHEREAS**, a Fund Transfer Agreement is needed to be executed with the California Department of Transportation before such funds can be claimed through the Transportation Planning Grant Programs; and

**WHEREAS**, the City of Can Do wishes to delegate authorization to execute these agreements and any amendments thereto;

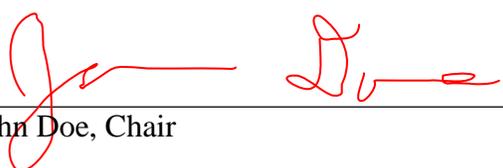
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**NOW, THEREFORE, BE IT RESOLVED** by the Board of Directors of the City of Can Do, authorize the Executive Director, or designee, to execute all Fund Transfer Agreements and any amendments thereto with the California Department of Transportation.

**APPROVED AND PASSED** this 4th day of February, 2013

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John Doe, Chair

**ATTEST:**

  
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Eileen Wright, Executive Director