**TEMPLATE**

*[Print on Municipal Letterhead or Plain Sheet – Remove DEHCR header/footer notes and “Template” language above and below]*

**[Unit of General Local Government (UGLG) Full Name, e.g. Village of Yourville]**

**Authorizing Resolution to Commit Match Funds &   
Certification of Match Funds Secured**

RESOLUTION NO. [NUMBER]

A RESOLUTION OF THE [GOVERNING BODY] OF THE [UGLG TYPE] OF [UGLG NAME],

providing a Guarantee of Match Funds for the

[YEAR] Community Development Block Grant [GRANT APPLICATION TYPE (e.g., Public Facilities (CDBG-PF), or Planning (CDBG PLNG)] Application

Related to the [UGLG TYPE] of [UGLG NAME]’s participation in the Community Development Block Grant (CDBG) Program;

WHEREAS, federal monies are available under the CDBG [PROGRAM APPLICATION TYPE, e.g., Annual Public Facilities Competition, or Planning Continuous Application], administered by the State of Wisconsin Department of Administration, for the purpose of [“the provision or improvement of public facilities” OR “pursuing planning that serves the community and public good” OR (state other purpose of program to which the UGLG is applying]; and

WHEREAS, the [GOVERNING BODY] of the [UGLG TYPE] of [UGLG NAME] has authorized the submission of a CDBG [PROGRAM APPLICATION TYPE, e.g. Public Facilities, or Planning] Application to the State of Wisconsin for the following project: [PROJECT TITLE]; and

WHEREAS, an adequate local financial match must be provided for the proposed CDBG [PROGRAM APPLICATION TYPE, e.g. Public Facilities, or Planning] project by the [UGLG TYPE] of [UGLG NAME].

*[Required for 2024 CDBG-PF Applicant’s resolution/certification only:]* 🡪 WHEREAS, the [UGLG TYPE] of [UGLG NAME] must certify that all matching funds required to complete the proposed project have been secured for and committed to the project prior to the submission of the CDBG application; and

*[Required for 2024 CDBG-PF Applicant’s resolution/certification only:]* 🡪 WHEREAS, the [UGLG TYPE] of [UGLG NAME] must acknowledge that a delay in starting construction by July 1, 2025 and/or completing construction by October 31, 2026 due to the [UGLG TYPE] not having the matching funds that are reported as committed and secured in the CDBG application documents, then the State of Wisconsin Department of Administration Division of Energy, Housing and Community Resources may deny a timeline extension and may rescind the CDBG award;

NOW, THEREFORE, BE IT RESOLVED, that the [UGLG TYPE] of [UGLG NAME] does hereby authorize the commitment of match funds to be used as outlined in the CDBG application, for the match amount of $ [Amount the UGLG is prepared to commit], from the following secured source(s):

[List Sources and Corresponding Amounts];

and the following pending or potential source(s):

[List Sources and Corresponding Amounts, if known – customize as necessary].

ADOPTED on this [DAY] day of [MONTH], [YEAR].

The governing body of the [UGLG TYPE] of [UGLG NAME] has authorized the above resolution to commit match and certify match funds secured for the CDBG project referenced within the resolution.

ATTEST: [CLERK SIGNATURE]   
 [CLERK PRINTED/TYPED FULL NAME AND TITLE]

[CHIEF ELECTED OFFICIAL’S SIGNATURE]   
[CHIEF ELECTED OFFICIAL PRINTED/TYPED FULL NAME AND TITLE]