INSTRUCTIONS FOR AUTHORIZING RESOLUTION
For governmental units applying for the DERA Wisconsin Clean Diesel Grant

Local units of government operate under governing bodies. To ensure that grant agreements involving local units of government are being implemented by individuals authorized to act by the local governing body, an authorizing resolution must be submitted to the DNR by any governmental unit that is awarded a DERA Wisconsin Clean Diesel Grant. The sample on the next page is a model of an authorizing resolution that is required for grant agreements awarded to local governmental units.

The resolution authorizes a local government representative to do all of the following:

1. Sign and submit a grant application;
2. Sign a grant agreement between the local government and the DNR;
3. Submit baseline and annual reports;
4. Request grant reimbursement;

The representative designated by the governmental unit must be an official or employee of the local government. Contractors and consultants cannot be authorized representatives.

The sample resolution on the next page is designed so that different officials or employees may be listed for each of the activities listed above.

SAMPLE AUTHORIZING RESOLUTION
for governmental units requesting grant funding through the
DERA Wisconsin Clean Diesel Grant Program

Read instructions on previous page. The representative must be an official or employee of the governmental unit.

RESOLUTION

WHEREAS, _____ (name of governmental unit)___ hereby requests financial assistance for the purpose of reducing diesel emissions from their fleet equipment,

NOW, THEREFORE, BE IT RESOLVED, that ___ _(name of governmental unit)_____ HEREBY AUTHORIZES the following officials or employees, to act on its behalf to:

Activity	Title of Official or Employee
1. sign and submit a grant application	
2. sign a grant agreement between the governmental unit and the DNR	
3. submit baseline and annual reports	
4. request grant reimbursement	

Adopted this _____ _____ day of _____ _____, 20__ _____

I hereby certify that the foregoing resolution was duly adopted by _ _____ at a legal meeting on the ___ _____ day of ____ _____, 20____ _____.

Signature of Person Certifying: _____

Title of Person Certifying: _____

Date Certified: _____