SAMPLE RESOLUTION FOR OUTDOOR RECREATION AIDS

WHEREAS, _____ is interested in acquiring or
(applicant)
developing lands for public outdoor recreation purposes as described in the application; and

WHEREAS, financial aid is required to carry out the project;

THEREFORE, BE IT RESOLVED, that _____ has budgeted
(applicant)
a sum sufficient to complete the project or acquisition and

HEREBY AUTHORIZES _____, _____ to act on
(name) *(department)*

behalf of _____ to:
(applicant)

Submit an application to the State of Wisconsin Department of Natural Resources for any financial aid that may be available;
Submit reimbursement claims along with necessary supporting documentation within 6 months of project completion date;
Submit signed documents; and
Take necessary action to undertake, direct and complete the approved project.

BE IT FURTHER RESOLVED that _____ will comply with state
(applicant)
or federal rules for the programs to the general public during reasonable hours consistent with the type of facility; and will obtain from the State of Wisconsin Department of Natural Resources or the National Park Service approval in writing before any change is made in the use of the project site.

Adopted this _____ day of _____, 20____.

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

Authorized Signature: _____ **Title:** _____

IMPORTANT NOTE: *The DNR expects the individual authorized by this resolution to become familiar with the applicable grant program's procedures for the purpose of taking the necessary actions to undertake, direct, and complete the approved project. This includes acting as the primary contact for the project, submitting required materials for a complete grant application, carrying out the acquisition or development project (e.g., obtaining required permits, noticing, bidding, following acquisition guidelines, etc.), and closing the grant project (e.g., submitting grant reimbursement forms and documentation, and organization of project files for future monitoring of compliance with grant program.*