**RESOLUTION TEMPLATE**

**A RESOLUTION SUPPORTING THE [xxxx] PROJECT AND SUBMITTING AN APPLICATION TO THE SAN MATEO COUNTY TRANSPORTATION AUTHORITY FOR CYCLE 6 PEDESTRIAN AND BICYCLE PROGRAM FUNDING**

**WHEREAS**, the [*insert sponsor name here*] (Sponsor) has identified [*spell out what the issue is, why you are applying*], and

**WHEREAS**, the Sponsor has developed [*Insert project name here*] (Project) to [*how you will address the issue*], and

**WHEREAS**, it will cost [$xxx] to implement the Project [*insert the scope of work you seek funds for, if funds are not sought for the whole Project*], and

**WHEREAS**, the Sponsor seeks [$xxx] for the Project, and

**WHEREAS,** the San Mateo County Transportation Authority (TA) issued a Call for Projects for the Cycle 6 Measures A and W Pedestrian and Bicycle Program on August 4, 2022, and

**WHEREAS**, the TA requires the Sponsor's governing board to adopt a resolution:

1. Supporting the Project and application for [$xxx] in TA Measures A and W Pedestrian and Bicycle Program funds for Project;
2. Committing the Sponsor to the completion of the Project, including the commitment of matching funds in the amount of [$xxx] needed for implementation;
3. Certifying that any funds awarded by the TA will be used to supplement existing funds for program activities, and will not replace existing funds or resources; and
4. If funds are awarded, authorizing the Sponsor's [*chief executive position*], or designee, to sign a funding agreement or memorandum of understanding (MOU) with the TA [and/or other parties, if applicable] for TA Measures A and W Pedestrian and Bicycle Program funding for the Project and to take any other actions necessary to give effect to this resolution.

**NOW, THEREFORE, BE IT RESOLVED** that the governing board of [*insert name of sponsor here*]:

1. Directs staff to submit an application to the San Mateo County Transportation Authority for Measures A and W Pedestrian and Bicycle Program funds for [$xxx] for the [*spell out name of project*];
2. Authorizes the [*chief executive position*], or designee, to execute a funding agreement or MOU with the San Mateo County Transportation Authority [and/or other parties, if applicable] to encumber TA Measures A and W Pedestrian and Bicycle Program funds;
3. Commits to the completing the Project, including contributing [$xxx] of matching funds needed for Project implementation, if the requested TA funds are awarded;
4. Certifies that any funds awarded by the TA will be used to supplement existing funds for program activities, and will not replace existing funds or resources; and
5. Authorizes the [*chief executive position*], or designee, to take any other actions necessary to give effect to this resolution.