**ATTACHMENT 3**

**SAMPLE RESOLUTION**

 **RESOLUTION NO. \_\_\_\_\_\_\_\_\_\_\_**

**Resolution of**

 *Name of Institution or Organization*

WHEREAS, the California Energy Commission provides loans to schools, charter schools, county offices of education and state special schools to finance energy efficiency and renewable energy improvements;

NOW THEREFORE, BE IT RESOLVED, that \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ *Governing Body*

authorizes \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ to apply for an energy efficiency

*Name of Institution or Organization*

loan from the California Energy Commission to implement energy efficiency measures.

BE IT ALSO RESOLVED, that in compliance with the California Environmental Quality Act (CEQA), \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ finds that the activity funded by the loan is \_\_\_\_\_ (not

*Governing Body*

a project because \_\_\_\_\_\_\_\_\_) or (a project that is exempt under \_\_\_\_\_\_\_ because \_\_\_\_\_\_\_\_\_) or (a project and \_\_\_\_\_\_\_\_\_ document was prepared.)

BE IT ALSO RESOLVED, that if recommended for funding by the California Energy

Commission, the \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ authorizes \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

#####  *Governing Body Institution or Organization*

to accept a loan up to $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.

######  *Loan amount requested*

BE IT ALSO RESOLVED, that the amount of the loan will be paid in full, under the terms and conditions of the Loan Agreement and Promissory Note of the California Energy Commission.

BE IT FURTHER RESOLVED, that \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ is hereby

 *Title of Designated Official*

authorized and empowered to execute in the name of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 *Institution or Organization*

all necessary documents to implement and carry out the purpose of this resolution, and to undertake all actions necessary to undertake and complete the energy efficiency projects.

Passed, Approved and Adopted this \_\_\_\_\_\_day of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, \_\_\_\_\_\_\_\_\_. *Month Year*

Governing Body Representatives:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_