

Attachment 3 Sample of a Board Resolution

Example 1

(Letterhead)
BOARD RESOLUTION

WHEREAS, the ABC Services, Inc. provides employment services including rehabilitation and work experience for individuals who have physical and mental disabilities in the counties of (list); and

WHEREAS, the ABC Services, Inc. receives funding for core mandated services of which employment services are not included; and

WHEREAS, the ABC Services, Inc. applies for and accepts grants as provided for in the Code of Virginia; and

WHEREAS, the ABC Services, Inc. staff has recognized a definite need for a mobile work crew in a portion of the catchments area currently not served; and

WHEREAS, the ABC Services, Inc. staff has designated the supported employment program as its recipient of employment services funding

Therefore, let it be resolved that the ABC Services, Inc approves the application for an Economic Development Grant as outlined in the Request for Proposal by the Department of Rehabilitative Services

Name, Chairman

Date

Name, Executive Director

Date

BOARD RESOLUTION

At the meeting of the Board of Directors of ABC Services, Inc. on Date, the follow resolution will be proposed:

WHEREAS the mission of ABC Services, Inc is to Create Education, Training and Employment Opportunities:

WHEREAS “the project name” supports the mission of ABC Services, Inc:

That the ABC Services, Inc. Board of Directors is in full support of a grant proposal to the Virginia Department of Rehabilitative Services for any project that offers employment opportunities to the disabled. An overview of the project will be given at the next Board of Directors meeting.

Signed

President