

Resolution Template

**Resolution ## - Last 2 digits in Year
To allocate \$ --.--- for [insert reason]**

Whereas, [What is the program requiring the funds],

Whereas, [Why do you need the money? For what items specifically?],

Whereas, [How will this be helpful?],

Respectfully submitted,

[Insert Name]

[Insert Position]

For Office Use Only

Date Submitted to Executive Council ____ / ____ / 20 ____

Executive Council Approved **Yes** **No**

General Assembly Approved **Yes** **No**

RHA Advisor Signature _____

Resolution Template