



Texas Secretary of State

ELECTIONS DIVISION



Resolution Template

A resolution from the county Commissioners Court must be on file with the Secretary of State that includes, at a minimum, the following statements (the same resolution may be used for any HAVA funds awarded to the county provided the statements remain true and correct):

- Collin County Commissioners Court agrees that the expenditure of the funds will be in accordance with applicable federal and state law and any agreement between Collin County and the State of Texas, Office of the Secretary of State as authorized under Section 101 of the Help America Vote Act of 2002 and in consultation and agreement with the county election official(s) as defined in Sections 12.001 and 31.091 of the Texas Election Code.
- Collin County Commissioners Court agrees to assign a single point of contact (SPOC) to act on behalf of the county in communicating with the Office of the Secretary of State, including the submission of reimbursement requests and any other required reports.
- Collin County Commissioners Court agrees claims against the fund shall be audited and approved in the same manner as other claims against the county before they are paid.
- Collin County Commissioners Court agrees that it will not consider the availability of the funds in adopting the county budget.
- Collin County Commissioners Court agrees that in the event of loss, misuse, or noncompliance pursuant to any grant award agreement with the Secretary of State, Collin County Commissioners Court assures that the funds will be returned to the Office of the Secretary of State in full.