

# RESOLUTION

BE IT RESOLVED, by authority of the \_\_\_\_\_,  
of the \_\_\_\_\_,  
and it is hereby resolved by authority of the same, that \_\_\_\_\_,  
who is the \_\_\_\_\_ of the above named body is authorized and directed to  
sign any and all contracts, agreements, grants and/or licenses (hereinafter collectively referred  
to as contract(s)) with the Pennsylvania Department of Education (Department); and

BE IT FURTHER RESOLVED, that the body consents to the use of electronic signatures by the  
above named individual and that no handwritten signature from the above named individual  
shall be required in order for any contract with the Department to be legally enforceable and that  
by affixing his/her electronic signature to an electronic file of the contract via the Department's e-  
grants system, the above designated authorized individual shall have effectively executed and  
delivered the contract, binding the  
to comply with the terms of said contract; and

BE IT FURTHER RESOLVED, that no writing shall be required in order to make the contract  
valid and legally binding, provided that the Department and all other necessary Commonwealth  
approvers affix their signatures electronically and an electronically-printed copy of the Contract  
is e-mailed or is otherwise made available to the body by electronic means; and

BE IT FURTHER RESOLVED, that the body will not contest the due authorization, execution,  
delivery, validity or enforceability of the electronic Contract under the provisions of a statute of  
frauds or any other applicable law. The Contract, if introduced as evidence on paper in any  
judicial, arbitration, mediation, or administrative proceedings, will be admissible as between the  
parties to the same extent and under the same conditions as other business records originated  
and maintained in documentary form and the admissibility thereof shall not be contested under  
either the business records exception to the hearsay rule or the best evidence rule; and

BE IT FURTHER RESOLVED, that the body will notify the Department's Bureau of  
Management Services promptly in the event that the above named individual is no longer  
authorized to execute agreements on behalf of the body electronically and that the Department  
shall be entitled to rely upon the above named officer's authority to execute agreements  
electronically on behalf of the body until such notice is received by the Department's Office of  
Chief Counsel.

## ATTEST

*(individual receiving signatory authority may not attest on behalf of himself/herself)*

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Signature

**TO BE EXECUTED BY SECRETARY OF THE GOVERNING BODY:**

I, \_\_\_\_\_, Secretary, of \_\_\_\_\_,  
do certify that the foregoing is a true and correct copy of the Resolution adopted at a  
regular meeting of the \_\_\_\_\_,  
held the \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

Dated:

\_\_\_\_\_  
Signature (Secretary)

**TO BE EXECUTED BY AUTHORIZED SIGNATORY:**

As the person authorized to sign on behalf of the above named body, I agree that I shall not provide any other person with my e-grants password or otherwise authorize any other individual to affix my electronic signature to any agreement with the Department.

Dated:

\_\_\_\_\_  
Signature (authorized signatory)