



**Housing and Community Development Network of New Jersey**

**2008 Asset Management Portfolio Strategy (AMPS) Program**

**BOARD OF DIRECTORS RESOLUTION**

**WHEREAS**, the goal of the **Housing & Community Development Network of New Jersey (Network)** is to foster low and moderate income housing development and management through non-profit organizations serving lower income communities; and

**WHEREAS**, the **Network** seeks to upgrade the skills and knowledge of housing and community development professionals from among the staff of neighborhood development organizations and community development corporations operating in New Jersey; and

**WHEREAS**, the **Network** seeks to accomplish these goals by providing systematic educational programs for practitioners in the field of community development; and

**WHEREAS**, the \_\_\_\_\_  
(your organization’s name)

seeks to augment its capacity in property and asset management of affordable housing through training and technical assistance to be provided by the **Network** in its Asset Management Portfolio Strategy (AMPS) Program,

**NOW**, the \_\_\_\_\_ of the \_\_\_\_\_ (the “**Member**”)  
( Board officer’s title) (your organization’s name)

**THEREFORE RESOLVES** as follows:

1. To support \_\_\_\_\_ (the “**Participant**”)  
(name of AMPS participant)

to enroll and participate in the **Network's** training program so that the **Participant** will continue employment with  
\_\_\_\_\_  
(your organization’s name)

and use the knowledge and skills gained through the **Network's** training program to benefit our organization and the community it serves. Organizational support includes allocation of **Participant’s** time as well as organizational resources and cooperation as necessary for (1) training (10 days over 5 months); (2) technical assistance sessions (1-3 half-days); and (3) with the assistance of the **Network’s** staff and consultant, developing or amending a portfolio asset management strategy and, if relevant, a property management business plan.

2. To increase our internal asset and, where applicable, property management capacity and undertake a long-term strategy, which includes management of a minimum of 50 additional units of affordable housing within the next five years.

3. To create or update (through work with **Network** staff or another qualified organizational development consultant and subject to board approval) a strategic plan for the entire organization by the time the program is completed in December 2008 to guide organizational, management and development activities. Board members and relevant staff will participate in the planning process.

4. To raise and pay **\$1,000** toward the cost of the program (due on or before **May 30, 2008** with **\$250** more for each additional staff person participating in the program), plus related computer software and travel costs.

**Agreed:**

\_\_\_\_\_  
*Signature*

\_\_\_\_\_  
Date

\_\_\_\_\_  
**Print Board officer’s name and title**