**CERTIFICATION OF COMPLIANCE**

**WITH SECTION 3 REQUIREMENTS**

***(To be returned with all submitted bids)***

Section 3 of the Housing and Urban Development Act of 1968 [12 U.S.C. 1701u and 24 CFR Part 75] is HUD’s legislative directive for providing preference to low-income residents of the local community (regardless of race or gender), and the businesses that substantially employ these persons, for new employment, training and contracting opportunities resulting from HUD-funded projects. The regulations seek to ensure that low- and very low- income persons, and the businesses that employ these individuals, are notified about the expenditure of HUD funds in their community and encouraged to seek opportunities, if created.

A Section 3 Worker means:

Any worker who currently fits or when hired within the past five years fit at least one of the following categories, as documented:

* + 1. The worker’s income for the previous or annualized calendar year is below the income limit established by HUD.
    2. The worker is employed by a Section 3 business concern.
    3. The worker is a YouthBuild participant.

A Targeted Section 3 Worker means:

Any worker who currently fits, or when hired within the past five years fit, at least one of the following categories, as documented

1. A worker employed by a Section 3 business concern; or
2. Currently fits or when hired fit at least one of the following categories, as documented within the past five years:
   1. Low- or very low-income workers residing within a one-mile radius of the Section 3 project. If fewer than 5,000 people live within that one-mile radius, the circle may be expanded outward until that population is reached or the neighborhood of the project, as defined; or
   2. A YouthBuild participant.

A Section 3 Business means:

A business that meeting at least one of the following criteria, documented within the last six-month period:

1. It is at least 51 percent owned and controlled by low- or very low-income persons;
2. Over 75 percent of the labor hours performed for the business over the prior three-month period are performed by Section 3 workers; or
3. It is a business at least 51 percent owned and controlled by current public housing residents or residents who currently live in Section 8-assisted housing.

**NOTE:** If your business meets the definition of a Section 3 business, you must register as a Section 3 Business through HUD’s website here: <https://portalapps.hud.gov/Sec3BusReg/BRegistry/RegisterBusiness>

Businesses who self-certify that they meet one of the regulatory definitions of a Section 3 business will be included in a searchable online database. The database can be used by agencies that receive HUD funds, developers, contractors, and others to facilitate the award of covered construction and non-construction contracts to Section 3 businesses.

**Please complete the following:**

1. If awarded a contract, do you agree to insert the HUD Section 3 Clause into all Section 3 covered sub-contracts? Yes No
2. If awarded a contract for this CDBG funded project, do you anticipate hiring new employees to complete the project? (Hiring would be specific to this project)

Yes No

If yes, please estimate the number of employees to be hired:\_\_\_\_\_\_\_\_

1. Is your business a Section 3 Business? Yes No
2. Is the bidder willing to consider hiring Section 3 residents for future employment opportunities that are a direct result of this CDBG funded project?

Yes No

1. Is the bidder willing to consider subcontracting with Section 3 Businesses for this project?

Yes No

Indicate the efforts that will be made to direct any employment and other economic opportunities generated by this CDBG funded project, to the greatest extent feasible, to low-and very low-income persons.

(Check all that apply.)

* Engage in outreach efforts to generate job applicants who are Section 3 workers. Attempt to recruit from the project area through local advertising media, community-based organizations, and public/private agencies operating within or serving the project area.
* Post job opportunities at the project site and in the project area.
* Provide training or apprenticeship opportunities.
* Provide assistance to apply for/or attend community college, a four-year educational institution, or vocational/technical training.
* Engage in outreach efforts to identify and secure bids from Section 3 business concerns.
* Provide technical assistance to help Section 3 business concerns understand and bid on contracts.
* Divide contracts into smaller jobs to facilitate participation by Section 3 business concerns.
* Other: Click or tap here to enter text.

I understand that this contracting opportunity is subject to HUD Section 3 requirements (24 CFR Part 75). I have read and understand the Section 3 requirements as generally described above and presented in the Section 3 contract language included in the procurement documents for this project. If awarded a contract, the business commits to following Section 3 requirements, as they apply to this project. If awarded a contract for this project, the business agrees to provide reports to \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ on Section 3 efforts and accomplishments.

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| Contractor/Subcontract |  | Address |
| Print Name |  | Title |
| Signature |  | Date |