

In order for Homes for Good Housing Agency to meet the requirements of Section 3 documentation, each contractor is requested to certify whether or not they are a Section 3 business concern. Information in this section will assist in making that determination. The certification form is either in the Bid document section of the Project Manual, included with the contract documents or attached to this packet. Please complete and submit to Homes for Good as appropriate.

The purpose of 'Section 3' is to ensure that employment and other economic opportunities generated by HUD assistance or HUD-assisted projects covered by Section 3, shall, to the greatest extent feasible, be directed to low- and very low-income persons, particularly persons who are recipients of HUD assistance for housing.

Work to be performed under a Homes for Good contract is subject to the requirements of Section 3 of the Housing and Urban Development Act of 1968, as amended, 12 U.S.C. 1701u (Section 3).

SECTION 3 CERTIFICATION FORM: Bidders are requested to complete and submit with their bid, the Section 3 Certification included in the Bid Forms and also with this information.

SECTION 3 COMPLIANCE DATE: In such case as the Award is not from a Formal Bid Process, the contractor will be required to complete the form and submit it with the contract documents.

- A. The work to be performed under this contract is subjected to the requirements of section 3 of the Housing and Urban Development Act of 1968, as amended, 12 U.S.C. 1701u (section 3). The purpose of section 3 is to ensure that employment and other economic opportunities generated by HUD assistance or HUD-assisted projects covered by section 3, shall, to the greatest extent feasible, be directed to low- and very low-income persons, particularly persons who are recipients of HUD assistance for housing.
- B. The parties to this contract agree to comply with HUD regulations in 24 CFR part 135, which implement section 3. As evidenced by their execution of this contract, the parties to this contract certify that they are under no contractual or other impediment that would prevent them from complying with the part 135 regulations.
- C. The contractor agrees to send to each labor organization or representative of the workers with which the contractor has a collective bargaining agreement or other understanding, if any, a notice advising the labor organization or workers' representative of the contractor's commitments under this section 3 clause, and will post copies of the notice in conspicuous places at the work site where both employee and applicants for training and employment positions can see the notice. The notice shall describe the section 3 preference, shall set forth minimum number and job titles subject to hire, availability of apprenticeship and training positions, the qualifications for each, and the name and location of the person(s) taking applications for each of the positions, and the anticipated date the work shall begin.
- D. The contractor agrees to include this section 3 clause in every subcontract subject to compliance with regulations in 24 CFR part 135, and agrees to take appropriate action, as provided in an applicable provision of the subcontract or in this section 3 clause, upon finding that the subcontractor is in violation of the regulations in 24 CFR part 135. The contractor will not subcontract with any subcontractor where the contractor has notice or knowledge that the subcontractor has been found in violation of the regulations in 24 CFR part 135.
- E. The contractor will certify that any vacant employment positions, including training positions, that are filled (1) after the contractor is selected but before the contract is executed, and (2) with persons other than those to whom the regulations of 24 CFR part 135 require employment opportunities to be directed, were not filled to circumvent the contractor's obligations under 24 CFR part 135.
- F. Noncompliance with HUD's regulations in 24 CFR part 135 may result in sanctions, termination of this contract for default, and debarment or suspension from future HUD assisted contracts.
- G. With respect to work performed in connection with section 3 covered Indian housing assistance, section 7(b) of the Indian Self-Determination and Education Assistance Act (25 U.S.C. 450e) also applies to the work to be performed under this contract. Section 7(b) requires that to the greatest extent feasible (i) preference and opportunities for training and employment shall be given to Indians, and (ii) preference in the award of contracts and subcontracts shall be given to Indian organizations and Indian-owned Economic Enterprises. Parties to this contract that are subject to the provision of section 3 and section 7(b) agree to comply with section 3 to the maximum extent feasible, but not in derogation of compliance with section 7(b).

Examples of efforts to offer training and employment opportunities to Section 3 residents includes, but is not limited to, practices like those listed here. Please check those that apply to your company.

- Establishing training programs, which are consistent with the requirements of the Department of Labor, for public housing residents and other Section 3 residents in the building trades.
- Advertising the training and employment positions available by distributing flyers (which identify the positions available and the application process) to every occupied dwelling unit in the housing development where the funds are to be expended.
- Advertising the training and employment positions by posting flyers (which identify the positions available and the application process) in the common areas or other prominent areas of the housing development or developments.
- Posting job descriptions with transitional housing in the service area of the Section 3 covered project.
- Contacting Resident councils with employment opportunity information, and request their assistance in notifying residents of training and employment opportunities.
- Sponsoring a job informational meeting to be conducted by Homes for Good or contractor representative at a location in the housing development.
- Arranging assistance in completing job applications and conducting job interviews for residents of the housing development or developments where the project is located.
- Arranging for a location within the development or developments where completed applications may be delivered to and collected by a recipient or contractor representative.
- Contacting agencies administering HUD Youthbuild Programs for their help in recruiting applicants.
- Consulting with State and local agencies administering training programs funded through JTPA or JOBS, probation and parole agencies, unemployment compensation programs, community organizations and other officials or organizations to assist with recruiting Section 3 residents for training and employment opportunities.
- Advertising the jobs to be filled through the local media.
- Employing a job coordinator to match contractor needs with eligible and qualified Section 3 residents.
- Where there are more qualified Section 3 residents than there are positions to be filled, maintaining a file of eligible qualified Section 3 residents for future employment positions.
- Undertaking job counseling education and related programs in association with local educational institutions.
- Undertaking continued job training efforts to ensure that the continued employment of Section 3 residents previously hired for employment opportunities.

SECTION 3 CERTIFICATION FORM

INSTRUCTIONS. In order for Homes for Good to meet the requirements of Section 3, each contractor is asked to certify whether or not they are a Section 3 business concern. The following information will assist in making that determination. After reviewing the information, please complete the certification at the bottom of the page which states that you are or are not a Section 3 Contractor.

Section 3 of the Housing and Urban Development Act of 1968 states that, to the greatest extent feasible, opportunities for training and employment should be given to very low/low income residents of the HUD-assisted project area. In the case of a Section 3 Certified business, should a job opening occur as a result of this contract, "a good faith effort" must be made to hire and/or train lower-income persons.

A SECTION 3 RESIDENT MEANS:

- A Public Housing resident
- An Individual who resides in the project area (Lane County) in which the Section 3 covered assistance is expended, and who is "low income" or "very low-income". (See Section 3 Income Eligibility Guidelines for definitions.)
- The easiest way to find out if an applicant qualifies as a Section 3 resident is to ask them to certify that they are a public housing resident, or are living in the Section 3 area and their family is low/very low income.

A SECTION 3 BUSINESS CONCERN MEANS:

- If it is 51 percent or more owned by Section 3 residents; or
- A company whose permanent, full-time employees (do not count part-time employees) include persons, at least 30 percent of whom are currently Section 3 residents, or within three years of the date of first employment with the business concern were Section 3 residents; or
- A company that provides evidence of a commitment to subcontract in excess of 25 percent of total dollar awarded of all subcontracts to be awarded to business concerns that meet the above qualifications.

Having read the Section 3 Clause, I hereby certify that I am [] or am not [] a Section 3 business concern and that I will [] or will not [] take steps to the "greatest extent feasible" to offer training and employment opportunities that may arise from this project to Section 3 residents:

Name of Company: _____

Name of Signer: _____

Signature: _____

Date: _____

**Note: Complete and Submit This Form With Bid.*



FY 2017 INCOME LIMITS DOCUMENTATION SYSTEM

[HUD.gov](#) [HUD User Home](#) [Data Sets](#) [Fair Market Rents](#) [Section 8 Income Limits](#) [MTSP Income Limits](#) [HUD LIHTC Database](#)

FY 2017 Income Limits Summary

FY 2017 Income Limit Area	Median Income Explanation	FY 2017 Income Limit Category	Persons in Family							
			1	2	3	4	5	6	7	8
Lane County	\$59,000	Very Low (50%) Income Limits (\$) Explanation	20,650	23,600	26,550	29,500	31,900	34,250	36,600	38,950
		Extremely Low Income Limits (\$) * Explanation	12,400	16,240	20,420	24,600	28,780	32,960	36,600*	38,950*
		Low (80%) Income Limits (\$) Explanation	33,050	37,800	42,500	47,200	51,000	54,800	58,550	62,350

Selecting any of the buttons labeled "Explanation" will display detailed calculation steps for each of the various parameters.

* The FY 2014 Consolidated Appropriations Act changed the definition of extremely low-income to be the greater of 30/50ths (60 percent) of the Section 8 very low-income limit or the poverty guideline as [established by the Department of Health and Human Services \(HHS\)](#), provided that this amount is not greater than the Section 8 50% very low-income limit. Consequently, the extremely low income limits may equal the very low (50%) income limits.

Income Limit areas are based on FY 2017 Fair Market Rent (FMR) areas. For information on FMRs, please see our associated FY 2017 [Fair Market Rent documentation system](#).

For last year's Median Family Income and Income Limits, please see here:

[FY2016 Median Family Income and Income Limits for Lane County](#)