



## CONTRACTOR SECTION 3 COMPLIANCE

As a participating contractor in the City’s Community Development (CD) Division Program(s), I understand that I am bound to the principles of Section 3 of the Housing and Urban Development Act of 1968, which *ensures that employment and economic opportunities generated by certain HUD financial assistance shall, to the greatest extent feasible and consistent with existing federal, state and local laws and regulations, be directed to low- and very low-income persons, particularly those who are recipients of government assistance for housing, and to business concerns that provide economic opportunities to low- and very low-income persons.*

The value of the contract is (check only one):

- < \$100,000** Section 3 does not apply to this project.
- ≥ \$100,000** **Section 3 worker** benchmark is 25 percent (25%) or more of the total number of labor hours worked by all workers on this Section 3 project.

**Targeted Section 3 worker** benchmark is 5 percent (5%) or more of the total number of labor hours worked by all workers on this Section 3 project (this 5% is included as part of the 25% threshold).

If contractor is unable to meet the above benchmarks, contractor agrees to forward employment, job training and contract opportunities to the Community Development Division for distribution / posting to the following organizations in accordance with the City’s Standardized Section 3 Compliance Plan:

- Homefront (formerly Housing Authority of Billings)
- Billings Area Resource Network

- I will submit my own Section 3 Compliance Plan to the CD Division for approval prior to beginning work on the project. The plan will include the following, at a minimum:**

- A current workforce profile and hiring plan (if hiring for the project).
- Training plan.
- Section 3 Notice to be provided to all subcontractors.
- Description of outreach efforts to comply with Section 3 hiring and contracting goals.
- Section 3 Resident Affidavit as applicable for current employees.
- Subcontractor Activity Report format.

Contractor Name: \_\_\_\_\_

Contractor Signature: \_\_\_\_\_

Contract Awarded: \_\_\_\_\_ Date: \_\_\_\_\_