

Form HUD 60002A
Reporting on Section 3 Activities

U.S. Department of Housing and Urban Development
Office of Field Policy and Management

OMB Control Number: 2501-0042
(Exp. XX/XX/20XX)

The public reporting burden for this collection of information is estimated to average 3 hours per response, including the time for reviewing instructions, searching existing data sources, gathering, and maintaining the data needed, and completing and reviewing the collection of information. Comments regarding the accuracy of this burden estimate and any suggestions for reducing this burden can be sent to U.S. Department of Housing and Urban Development, Office of the Chief Data Officer, 451 7th St SW, Room 8210, Washington, DC 20410-5000. Do not send completed forms to this address. This agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless the collection displays a valid OMB control number. HUD collects this information to assess the overall effectiveness of Section 3. Section 3 of the Housing and Urban Development Act of 1968, as amended, 12 U.S.C. 1701u mandates that the Department ensures that employment and other economic opportunities generated by its housing and community development assistance programs are directed toward low-and very low-income persons, particularly those who are recipients of government assistance for housing. The regulations are found at 24 CFR Part 75. The information will be used by the Department to monitor program recipient's compliance with Section 3, to assess the results of the Department's efforts to meet the statutory objectives of Section 3, to prepare reports to Congress, and by recipients as a self-monitoring tool. The information is required to be collected annually to assist HUD in meeting its reporting requirements under Section 808(e)(6) of the Fair Housing Act and Section 916 of the Housing and Community Development Act of 1992. This information collected will not be held confidential.

Identifying Information Regarding the Section 3 Report

Grantee Name:
Address: City: State: Zip:
Contact Name:
Contact Email:
ID Number*:

- *Examples of ID numbers:
For public housing agencies, the ID number is the PHA Code.
For CPD grant recipients utilizing IDIS and/or DRGR, the ID number is the grant number.
For RAD transactions, the ID number is the PIC DDA number.
For OLHCHH grantees, the ID number is the OLHCHH grant number.
For other grant programs, please reach out to HUD program staff to determine ID number.

Check here if there are multiple grantees applying Section 3 funds to this project and provide identifying information below:

Name of Primary Grantee:
ID Number:
Name of Additional Grantee(s):
ID Number(s):

Public Housing Agency Specific Information (Only complete if a PHA)

Housing Authority Fiscal Year: Check if this is an agency-wide report:
Are you a small PHA (under 250 units): Yes No

If agency identified as a small public housing authority (with fewer than 250 public housing units), please elect whether you would like to complete the Section 3 labor hours and/or qualitative reporting

Section 3 Labor Hours

Choose and fill labor hours for the applicable financial assistance:

Public Housing Financial Assistance Housing and Community Development Financial Assistance
Total Labor Hours:
Section 3 Worker Labor Hours:
Section 3 Targeted Worker Labor Hours:

Did the reporting grantee meet or exceed the safe harbor benchmarks? Yes No

Nature of Agency Efforts

This section is not required if, based on the labor hours reporting above, the reporting agency met or exceeded the safe harbor benchmarks. Check all that apply. Maintain records available for HUD review to document any efforts checked.

- Engaged in outreach efforts to generate job applicants who are Targeted Section 3 workers
Provided training or apprenticeship opportunities
Provided technical assistance to help Section 3 workers compete for jobs (e.g., resume assistance, coaching)
Provided or connected Section 3 workers with assistance in seeking employment including: drafting resumes, preparing for interviews, finding job opportunities, and connecting residents to job placement services
Held one or more job fairs
Provided or referred Section 3 workers to services supporting work readiness and retention (e.g., work readiness activities, interview clothing, test fees, transportation, childcare).
Provided assistance to apply for/or attend community college, a four-year educational institution, or vocational/technical training.
Assisted Section 3 workers to obtain financial literacy training and/or coaching.
Engaged in outreach efforts to identify and secure bids from Section 3 business concerns.
Provided technical assistance to help Section 3 business concerns understand and bid on contracts.
Divided contracts into smaller jobs to facilitate participation by Section 3 business concerns.
Provided bonding assistance, guaranties, or other efforts to support viable bids from Section 3 business concerns.
Promoted use of business registries designed to create opportunities for disadvantaged and small businesses.
Outreach, engagement, or referrals with the state one-stop system as defined in Section 121(e)(2) of the Workforce Innovation and Opportunity Act.
Other:

Signature

"I/We, the undersigned, certify under penalty of perjury that the information provided above is true and correct. WARNING: Anyone who knowingly submits a false claim or makes a false statement is subject to criminal and/or civil penalties, including confinement for up to 5 years, fines, and civil and administrative penalties. (18 U.S.C. §§ 287, 1001, 1010, 1012, 1014; 31 U.S.C. §3729, 3802)."

X: Date: