

# SECTION 3 SELF-CERTIFICATION FORM

The purpose of this form is to comply with HUD Section 3 administration and certification regulations. Section 3 of the HUD Act of 1968 requires that recipients of certain HUD funds provide training, employment and contracting opportunities to low and very low income persons where the funds are being spent. There is also a preference for providing these opportunities to direct recipients of HUD assistance such as public housing and housing choice voucher (Section 8) households in Joliet. The applicants must meet all the employment requirements just as any other applicant and will receive no special treatment or greater compensation. The Housing Authority of Joliet is an EOE.

## **Certification for Public Housing and Housing Choice Voucher Residents Seeking Employment**

I, \_\_\_\_\_, am a legal resident of the United States and meet the income eligibility and federal guidelines for a Section 3 Person as listed on page 2. I understand that this form will be used to verify my residency and eligibility as a Section 3 person in consideration for employment with the Housing Authority of Joliet, Illinois only.

My home address is:

\_\_\_\_\_   
 Must be a Street address (Not a PO Box)

\_\_\_\_\_   
 Apartment Number

\_\_\_\_\_   
 City

\_\_\_\_\_   
 State

\_\_\_\_\_   
 Zip

\_\_\_\_\_   
 Home #

\_\_\_\_\_   
 Cell #

(Check all that apply):

- I am a public housing or Section 8 Lease Holder     I live in public housing but I'm not on the lease  
 I am a TANF recipient     I am a Veteran     I am Disabled

I certify that all of the information given above is true and correct. If found to be inaccurate, I understand that I may be disqualified as an applicant and/or a certified Section 3 individual which may be grounds for termination of training, employment, or contracts that resulted from this certification.

Signature \_\_\_\_\_

Date: \_\_\_\_\_

\_\_\_\_\_  
Company Representative Signature/Title

\_\_\_\_\_  
Date

### **Purpose:**

The purpose of Section 3 of the Housing and Urban Development of 1968 (12 U.S.C. 1701u) (Section 3) is to ensure that employment and other economic and business opportunities generated by HUD Financial Assistance shall be directed to Housing Authority of Joliet (HAJ) Residents and other low- and very low-income persons, particularly those who are recipients of government housing assistance.

I. A low-income person, as this term is defined in section 3(b)(2) of the 1937 Act (42 U.S.C. 1437a(b)(2)). Section 3(b)(2) of the 1937 Act defines this term to mean families (including single persons) whose incomes do not exceed 80% of the median family income for the area, as determined by the Secretary, with adjustments for smaller and larger families, except that the Secretary may establish income ceilings higher or lower than 80% of the median for the area on the basis of the Secretary's findings that such variations are necessary because of prevailing levels of construction costs or unusually high or low-income families; or

II. A very low-income person, as this term is defined in section 3(b)(2) of the 1937 Act (42 U.S.C. 1437a(b)(2)). Section 3(b)(2) of the 1937 Act (42 U.S.C. 1437a(b)(2)) defines this term to mean families (including single persons) whose incomes do not exceed 50% of the median family income for the area, as determined by the Secretary with adjustments made for smaller or larger families, except that the Secretary may establish income ceilings higher or lower than 50% of the median for the area on the basis of the Secretary's findings that such variations are necessary because of unusually high or low family incomes.

(3) A person seeking the training and employment preference provided by section 3 bears the responsibility of providing evidence (if requested) that the person is eligible for the preference.

Service area means the geographical area in which the persons benefiting from the section 3-covered project reside.

The figures below represent very low-income families; bottom figures represent low-income families.

<p><b>FY 2015 Income Limits Documentation System</b>  <b>FY 2015 Income Limits Summary</b></p>
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**Will County, - FY 2015**

Income Limits

	1 Person	2 Person	3 Person	4 Person	5 Person	6 Person	7 Person	8 Person
50% of Median Very Low Income	26,600	30,400	34,200	38,000	41,050	44,100	47,150	50,200
80% of Median Low-Income	42,600	48,650	54,750	60,800	65,700	70,550	75,400	80,300

# SECTION 3 SELF-CERTIFICATION FORM

The purpose of this form is to comply with HUD Section 3 administration and certification regulations.

## Certification for Public Housing Residents or Others Seeking Employment or Training

I, \_\_\_\_\_, am legal resident of the United States and meet the income eligibility and federal guidelines for a Section 3 Person as listed on page 2.

My home address is:

\_\_\_\_\_ Must be a **Street** address (Not a PO Box)

\_\_\_\_\_ Apartment Number Community Name (If Public Housing)

\_\_\_\_\_ City State Zip

\_\_\_\_\_ Home # Cell #

Graduated High School or GED (month/year) \_\_\_\_\_ I Read and Speak English Fluently Yes or No

Attended College, Trade, or Technical School \_\_\_ Yes/No Graduated \_\_\_ Yes/No Year Graduated \_\_\_\_\_

Skill, Trade, and/or Professional Experience you have or Trades you want to learn and become employed:

- |  |   |  |  |
|--|---|--|--|
| <input type="checkbox"/> Drywall Hanging | <input type="checkbox"/> Drywall Finishing  | <input type="checkbox"/> Interior Painting     | <input type="checkbox"/> Framing           |
| <input type="checkbox"/> HVAC            | <input type="checkbox"/> Electrical         | <input type="checkbox"/> Interior Plumbing     | <input type="checkbox"/> Exterior Plumbing |
| <input type="checkbox"/> Siding          | <input type="checkbox"/> Cabinet Hanging    | <input type="checkbox"/> Door Replacement      | <input type="checkbox"/> Trim/Carpentry    |
| <input type="checkbox"/> Stucco          | <input type="checkbox"/> Window Replacement | <input type="checkbox"/> Construction Cleaning | <input type="checkbox"/> Exterior Framing  |

\_\_\_\_\_ **Businesses Name and License #**

\_\_\_\_\_ **Federal Employer Identification #**

\_\_\_\_\_ **General Liability Insurance Carrier**

\_\_\_\_\_ **Workers Compensation Insurance Carrier**

I am certifying as a Section 3:  **Person seeking Training** or  **Person seeking employment**

(Check all that apply):

- I am a public housing or section 8 Lease holder     I live in public housing but not on the lease  
 I am a TANF recipient     I live in the area of public housing     I am Disabled and/or a Veteran

I certify that all of the information given above is true and correct. If found to be inaccurate, I understand that I may be disqualified as an applicant and/or a certified Section 3 individual which may be grounds for termination of training, employment, or contracts that resulted from this certification.

Signature \_\_\_\_\_

Date: \_\_\_\_\_

\_\_\_\_\_  
Company Representative Signature/Title

\_\_\_\_\_  
Date

**Purpose:**

The purpose of Section 3 of the Housing and Urban Development of 1968 (12 U.S.C. 1701u) (Section 3) is to ensure that employment and other economic and business opportunities generated by HUD Financial Assistance shall be directed to Housing Authority of Joliet (HAJ) Residents and other low- and very low-income persons, particularly those who are recipients of government housing assistance and to business concerns which provide economic opportunities to HAJ Residents and other low- and very low-income persons.

Section 3 resident means:

- (1) A public housing resident; or
- (2) An individual who resides in the metropolitan area or non-metropolitan county in which the section 3 covered assistance is expended, and who is:
  - I. A low-income person, as this term is defined in section 3(b)(2) of the 1937 Act (42 U.S.C. 1437a(b)(2)). Section 3(b)(2) of the 1937 Act defines this term to mean families (including single persons) whose incomes do not exceed 80% of the median family income for the area, as determined by the Secretary, with adjustments for smaller and larger families, except that the Secretary may establish income ceilings higher or lower than 80% of the median for the area on the basis of the Secretary’s findings that such variations are necessary because of prevailing levels of construction costs or unusually high or low-income families; or
  - II. A very low-income person, as this term is defined in section 3(b)(2) of the 1937 Act (42 U.S.C. 1437a(b)(2)). Section 3(b)(2) of the 1937 Act (42 U.S.C. 1437a(b)(2) defines this term to mean families (including single persons) whose incomes do not exceed 50% of the median family income for the area, as determined by the Secretary with adjustments made for smaller or larger families, except that the Secretary may establish income ceilings higher or lower than 50% of the median for the area on the basis of the Secretary’s findings that such variations are necessary because of unusually high or low family incomes.
- (3) A person seeking the training and employment preference provided by section 3 bears the responsibility of providing evidence (if requested) that the person is eligible for the preference.

Service area means the geographical area in which the persons benefiting from the section 3-covered project reside.

The figures below represent very low-income families; bottom figures represent low-income families.

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**Will County, - FY 2015**

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