



**SECTION 3 WORKER CERTIFICATION**

Section 3 is the legislative directive from the U.S. Department of Housing and Urban Development (HUD) for providing employment preference generated by HUD-funded projects to income-qualified residents. Section 3 also provides contracting preferences to businesses that substantially employ income-qualified workers. The most common way to qualify as a Section 3 Worker is to meet the individual income requirement. However, someone can also qualify by being a resident of public housing or a Youthbuild Program participant.

Individuals seeking Section 3 preference shall certify eligibility for Section 3 Worker status and submit evidence to the City of Grand Rapids Community Development Department, recipient contractor, or subcontractor, as requested.

**General Information**

Name \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Telephone Number \_\_\_\_\_ Email Address \_\_\_\_\_

**Certification**

Please check "Yes" or "No" for each statement. I am currently, or when hired in the last five years was:

1. A resident of public housing or Section 8 assisted housing.  Yes  No

2. A resident of another housing project managed by a public housing authority.  Yes  No

3. A participant in an area Youthbuild Program.  Yes  No

*If "Yes," which Youthbuild Program:* \_\_\_\_\_

4. My individual annual gross income does not, or when hired in the past five years did not, exceed the applicable limit listed below. I certify this statement applies to my individual before tax income only and does not include the income of other people in my household.  Yes  No

Year	2025	2024	2023	2022	2021
Income Limit	\$59,600	\$56,400	\$53,050	\$50,150	\$44,800

2025 limit effective June 1, 2025. Income limits are subject to annual adjustment. The limits listed represent 80% of area median income.

**Optional Residence Verification (can qualify without being a local resident, but residency may qualify you as a Targeted Section 3 Worker)**

Attach at least one of the following to this certification form:

- Copy of a valid driver's license or State identification card. Copy must show your current address and be readable.
- Resident verification (*i.e. lease agreement, utility bill*) if the address on your license or State I.D. is not your current residence.
- Proof of residency in public housing.

**Signature**

I understand the information above may require verification. I agree to provide documentation if requested and authorize my employer, if applicable, to release information required by the City of Grand Rapids to verify my status as a "Section 3 Worker." I hereby certify that the information provided above is true and accurate, and understand falsification of any information could subject me to disqualification from participation and punishment under the law.

\_\_\_\_\_

Print Name

\_\_\_\_\_

Signature

\_\_\_\_\_

Date

Return this signed certification form and all attachments to:

City of Grand Rapids  
Community Development Department  
300 Monroe Avenue NW, Suite 460  
Grand Rapids, MI 49503

\_\_\_\_\_  
*(For office use only, do not complete this section)*

Date Certification Received: \_\_\_\_\_

Reviewed By: \_\_\_\_\_