



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	2023	2022	2021	2020	2019
Income Limit	\$53,050	\$50,150	\$44,800	\$44,950	N/A

If worker was hired prior to 11/30/2020, then income as of hire date cannot be used and only current income can be used. This is because 11/30/2020 was the start date of the new Section 3 rule. 2023 limit effective June 15, 2023; Income limits are subject to annual adjustment.

Residence Verification (can qualify without be 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: _____