

**SECTION 3 WORKER CERTIFICATION FORM (24 CFR §75)**  
**(Housing and Community Development Financial Assistance Programs Only)**



**PART I: EMPLOYEE INFORMATION (to be completed by the worker)**

Name:	<b>Hiring Priority (check the applicable box)</b>			
Address:	<input type="checkbox"/> P1: Section 3 Worker residing within the service area of the neighborhood of the project;			
	<input type="checkbox"/> P2: Participant in YouthBuild programs;			
Phone Number:	<input type="checkbox"/> Other (specify): _____			
	Email Address:			
Gender:	Age Group:	18-24 <input type="checkbox"/>	25-34 <input type="checkbox"/>	35-44 <input type="checkbox"/>
How did you hear about the job?	45-64 <input type="checkbox"/>			
	Are you a Trade Union member? If yes, state: Name: _____ Enrollment Date: _____			

**SECTION 3/TARGETED SECTION 3 WORKER INFORMATION**

- 1. Based on the below definition, do you qualify as a Section 3 Worker?** Yes  No   
*Section 3 Worker means* any worker who currently fits or when hired within the past five years fit at least one of the following categories, as documented:  
 The worker's income for the previous or annualized calendar year is below the income limit established by HUD (*maximum of \$66,250 per worker in 2021. See [www.hacla.org](http://www.hacla.org) for more information*).  
 The worker is employed by a Section 3 business concern.  
 The worker is a YouthBuild participant.
- 2. Based on the below definition, do you qualify as a Targeted Section 3 Worker?** Yes  No   
*A Targeted Section 3 worker for housing and community development financial assistance* is a Section 3 worker who is:  
 A worker employed by a Section 3 business concern; or  
 A worker who currently fits or when hired fit at least one of the following categories, as documented within the past five years:  
 i.  Living within the service area or the neighborhood of the project as defined in 24 CFR Part 75.5; or  
 ii.  A YouthBuild participant.

*By signing below, I hereby certify and declare under penalty of perjury under the laws of the United States and the State of California that the above information is true and correct, and further agree to provide the Housing Authority of the City of Los Angeles with documentation verifying my Section 3 eligibility upon request.*

**Worker Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**PART II: EMPLOYER AND PROJECT INFORMATION (to be completed by the employer)**

Employer Name:	HACLA Contract Number and Project Description:	Total Hours Worked by this Worker on this Project:
Work Location:	Position/Job Title:	Pay Rate:
Permanent: YES <input type="checkbox"/> NO <input type="checkbox"/>	Hire Date:	End Date:
Does your business qualify as a Section 3 Business based on definition in 24 CFR Part 75.5? YES <input type="checkbox"/> NO <input type="checkbox"/>		

*By signing below, I hereby certify and declare under penalty of perjury under the laws of the United States and the State of California that, based upon Company's payroll records and personnel file, the information provided above is true and correct, and that I am authorized on behalf of the Company to make this certification.*

**Employer Contact Name:** \_\_\_\_\_ **Tel/Email:** \_\_\_\_\_

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

HACLA has determined the disclosure of this document, which includes the home address and private financial information of a public housing resident, would constitute an unwarranted invasion of personal privacy per Government Code section 6254(c), and therefore exempts this record from disclosure under the California Public Records Act.