

ATTACHMENT I
Contractor/Subcontractor Section 3
Compliance Plan

- A.** The undersigned Contractor/Subcontractor for the _____ project hereby agrees to implement at least the following steps directed at increasing the utilization Section 3 residents and Section 3 business in accordance with 24 CFR Subpart A Part 135.1To attempt to recruit from within the project area Section 3 residents through: local advertising media, signs placed at the proposed site for the project and community organizations and public or private institutions operating within or serving the project area.
- B.** To seek the assistance, where necessary, in implementing a Section 3 compliance plan.
- C.** To maintain a list of all Section 3 area residents who have made application for employment either on their own or on referral from any source, and to employ such persons, if otherwise eligible and if a vacancy exists.
- D.** To maintain and provide the information requested on the Section 3 Summary Report (HUD 60002) related to employment and training records of Section 3 residents.
- E.** To include this Section 3 compliance plan in all bid documents and to require all bidders to submit a Section 3 compliance plan including utilization goals and the specific steps planned to accomplish these goals.
- F.** In the case of a general contractor, to insure that all Section 3 business concerns within the project area are notified of pending sub-contractual opportunities.
- G.** To require all subcontractors to complete the Contractor Compliance Form before awarding any contracts.
- H.** To maintain records, including copies of correspondence, memoranda, etc., which document all the steps taken to recruit Section 3 residents and Section 3 subcontractors from within the project area.
- I.** To provide the information requested on Contract Compliance Activity Report related to contractors and subcontractors notified and selected and the number of women and minority employees, the number of vacant positions and the positions filled with lower income project area residents.

As officers and representatives of _____
Name of Contractor/Subcontractor

We, the undersigned, have read and fully agree to this Section 3 Compliance Plan, and become a party to the full implementation of this program.

Print Name Title

Date

Name Title

Date