



Section 3 Worker & Targeted Section 3 Worker Self-Certification

Project Name: _____

Project Address: _____

The purpose of HUD's Section 3 Program is to provide employment, training, and contracting opportunities to low-income individuals, particularly who are recipients of government assistance for housing or other public assistance programs. **Your response is voluntary, confidential, and has no effect on your employment.**

Eligibility for Section 3 Worker or Target Section 3 Worker Status

A Section 3 worker seeking certification shall self-certify and submit this form to the recipient contractor or subcontractor to verify that the person is a Section 3 Worker or Target Section 3 Worker as defined on page 3 of this document (HUD 24 CFR 75).

INSTRUCTIONS: Enter/select the appropriate information to confirm your Section 3 Worker or Target Section 3 Worker status.

Employee Name: _____

Company: _____

1. Are you a resident of public housing or a Housing Choice Voucher Holder (Section 8)? **YES** **NO**
2. In the past five (5) years, were you in YouthBuild? **YES** **NO**
3. Please write you **individual gross annual income**: _____



EMPLOYEE AFFIRMATION

I affirm that the statements on page 1 of this document are true, complete, and correct to the best of my knowledge and belief. I hereby certify, under penalty of law, that the following information is correct to the best of my knowledge.

Employee Address: _____

Print Name: _____ Date Hired: _____

Signature: _____ Date: _____



-- END OF EMPLOYEE SECTION --

FOR EMPLOYER USE ONLY

Is the employee a Section 3 Worker based upon their self-certification? YES NO

Is the employee a Targeted Section 3 Worker based upon their self-certification? YES NO

Was this an applicant who was hired as a result of the Section 3 Project? YES NO

If YES, what is the name of the company? _____

What was the date of hire? _____

**EMPLOYERS MUST RETAIN THIS FORM IN THEIR SECTION 3
COMPLIANCE FILE FOR FIVE (5) YEARS.**

ELIGIBILITY GUIDELINES

INSTRUCTIONS:

1. Please refer to **page 4** to find which HUD Fair Market Rent (FMR) Area or HMFA (HUD Metro Fair Market Rent Area) the employee resides.
Write or select the selection in the "**FY 2021 HUD Fair Market Rent Area/HMFA**" space.
2. Please refer to **page 5** to determine what the income limit categories are.
Write or select the selections in the "**FY 2021 Income Limit**" spaces for both 50% and 80%.
3. Please note, if this form is being filled out digitally the HUD FMR and HMFA areas have a code number to help find the coinciding income limit (i.e. **10. Cheshire Co., NH FMR Area, 80%: 10. \$47,040, 50%: 10. \$29,400**

**INDIVIDUAL GROSS ANNUAL INCOME LIMITS
BASED ON EMPLOYEE RESIDENCE**

FY 2021 HUD Fair Market Rent Area/HMFA	Income Limit Category	FY 2021 Income Limit
	80%	
	50%	

Section 3 Worker Definition:

- Currently meets or when hired met at least one of the following categories as documented within the past five (5) years:
 - A low-income (80% AMI) or very low-income (50% AMI) resident.
Income for the previous or annualized calendar year is at or below the Area Median Income (AMI) Limit established and revised by HUD on 4/1/21
 - Employed by a Section 3 Business Concern OR
 - A YouthBuild participant

Targeted Section 3 Worker Definition (for Housing & Community Development):

- Employed by a Section 3 Business Concern OR
- Currently meets or when hired met at least one of the following categories as documented within the past five (5) years:
 - Living within one (1) mile of the project OR
 - A YouthBuild participant

**EMPLOYER
ONLY**

INCOME GUIDELINES - HUD FMR Areas in New Hampshire

Boston-Cambridge, MA-NH HMFA.....	Seabrook, South Hampton
Hillsborough County, NH (part) HMFA...	Antrim, Bennington, Deering, Frankestown, Greenfield, Hancock, Hillsborough, Lyndeborough, New Boston, Peterborough, Sharon, Temple, Windsor
Lawrence, MA-NH HMFA	Atkinson, Chester, Danville, Derry, Fremont, Hampstead, Kingston, Newton, Plaistow, Raymond, Salem, Sandown, Windham
Manchester, NH HMFA	Bedford, Goffstown, Manchester, Weare
Nashua, NH HMFA	Amherst, Brookline, Greenville, Hollis, Hudson, Litchfield, Mason, Merrimack, Milford, Mont Vernon, Nashua, New Ipswich, Pelham, Wilton
Portsmouth-Rochester, NH HMFA	Brentwood, East Kingston, Epping, Exeter, Greenland, Hampton, Hampton Falls, Kensington, New Castle, Newfields, Newington, Newmarket, North Hampton, Portsmouth, Rye, Stratham,
<i>(Strafford County)</i> {	Barrington, Dover, Durham, Farmington, Lee, Madbury, Middleton, Milton, New Durham, Rochester, Rollinsford, Somersworth, Strafford
Western Rockingham Co., NH HMFA ...	Auburn, Candia, Deerfield, Londonderry, Northwood, Nottingham
Belknap County	Alton, Barnstead, Belmont, Center Harbor, Gilford, Gilmanton, Laconia, Meredith, New Hampton, Sanbornton, Tilton
Carroll County	Albany, Bartlett, Brookfield, Chatham, Conway, Eaton, Effingham, Freedom, Hale's Location, Hart's Location, Jackson, Madison, Moultonborough, Ossipee, Sandwich, Tamworth, Tuftonboro, Wakefield, Wolfeboro
Cheshire County	Alstead, Chesterfield, Dublin, Fitzwilliam, Gilsum, Harrisville, Hinsdale, Jaffrey, Keene, Marlborough, Marlow, Nelson, Richmond, Rindge, Roxbury, Stoddard, Sullivan, Surry, Swanzey, Troy, Walpole, Westmoreland, Winchester
Coos County	Atkinson and Gilmanton Grant, Bean's Grant, Bean's Purchase, Berlin, Cambridge, Carroll, Chandler's Purchase, Clarksville, Colebrook, Columbia, Crawford's Purchase, Cutt's Grant, Dalton, Dix's Grant, Dixville, Dummer, Errol, Erving's Location, Gorham, Greens Grant, Hadley's Purchase, Jefferson, Kilkeny Township, Lancaster, Low and Burbank's Grant, Martin's Location, Milan, Millsfield, Northumberland, Odell Township, Pinkham's Grant, Pittsburg, Randolph, Sargent's Purchase, Second College Grant, Shelburne, Stark, Stewartstown, Stratford, Success Township, Thompson and Meserves Purchase, Wentworth's Location, Whitefield
Grafton County	Alexandria, Ashland, Bath, Benton, Bethlehem, Bridgewater, Bristol, Campton, Canaan, Dorchester, Easton, Ellsworth, Enfield, Franconia, Grafton, Groton, Hanover, Haverhill, Hebron, Holderness, Landaff, Lebanon, Lincoln, Lisbon, Littleton, Livermore, Lyman, Lyme, Monroe, Orange, Orford, Piermont, Plymouth, Rumney, Sugar Hill, Thornton, Warren, Waterville, Wentworth, Woodstock
Merrimack County	Allenstown, Andover, Boscawen, Bow, Bradford, Canterbury, Chichester, Concord, Danbury, Dunbarton, Epsom, Franklin, Henniker, Hill, Hooksett, Hopkinton, Loudon, New London, Newbury, Northfield, Pembroke, Pittsfield, Salisbury, Sutton, Warner, Webster, Wilmot
Sullivan County	Acworth, Charlestown, Claremont, Cornish, Croydon, Goshen, Grantham, Langdon, Lempster, Newport, Plainfield, Springfield, Sunapee, Unity, Washington

**INCOME GUIDELINES
Section 3**

HUD HMFA/Co. Area	AMI	Individual Gross Annual Income
Boston-Cambridge-Quincy, MA-NH HMFA	80%	\$67,648
	50%	\$42,280
Lawrence, MA-NH HMFA	80%	\$59,024
	50%	\$36,890
Western Rockingham Co., NH HMFA	80%	\$64,400
	50%	\$40,250
Portsmouth-Rochester, NH HMFA	80%	\$59,696
	50%	\$37,310
Manchester, NH HMFA	80%	\$50,008
	50%	\$31,255
Nashua, NH HMFA	80%	\$61,376
	50%	\$38,360
Hillsborough Co., NH (part) HMFA	80%	\$54,880
	50%	\$34,300
Belknap Co., NH FMR Area	80%	\$48,440
	50%	\$30,275
Carroll Co., NH FMR Area	80%	\$42,000
	50%	\$26,250
Cheshire Co., NH FMR Area	80%	\$47,040
	50%	\$29,400
Coos Co., NH FMR Area	80%	\$35,672
	50%	\$22,295
Grafton Co., NH FMR Area	80%	\$48,944
	50%	\$30,590
Merrimack Co., NH FMR Area	80%	\$54,152
	50%	\$33,845
Sullivan Co., NH FMR Area	80%	\$43,400
	50%	\$27,125

HUD Rev. 4/1/2021

Key & Definitions:

HUD: Department of Housing and Urban Development
FMR: Fair Market Rent
HMFA: HUD Metro FMR Area
AMI: Area Median Income Limit