



## SECTION 3 CERTIFICATION FORM

**PARTNERS IN PROGRESS**

The City of Roanoke Redevelopment and Housing Authority (RRHA) is subject to the U. S. Department of Housing & Urban Development’s (HUD) Section 3 regulatory requirements, 24CFR Part 75. The Section 3 program requires that recipients of certain HUD financial assistance, to the greatest extent feasible, provide employment to low-income residents in connection with projects and activities in their neighborhoods. Per Section 3 regulations, RRHA is required to report the number of new hires, and the number of new hires that meet the definition of a Section 3 resident, employed during its contract term. RRHA reports this data annually to HUD’s Office of Fair Housing and Equal Opportunity.

**A Section 3 Worker is defined as:** Any worker who currently fits or when hired within the past five years fit at least one of the following categories, as documented:

1. The worker’s income for the previous or annualized calendar year is below the income limit established by HUD.
2. The work is employed by a Section 3 business concern.
3. The worker is a YouthBuild participant.

**A Targeted Section 3 Worker for public housing financial assistance means a Section 3 worker who is:**

1. A worker employed by a Section 3 business concern; or
2. A worker who currently fits or when hired fit at least one of the following categories, as documented within the past five years:
  - A. The worker is a resident of public housing or Section 8-assisted housing.
  - B. The worker is a resident or other public housing projects or Section 8-assisted housing managed by RRHA.
  - C. The worker is a YouthBuild participant.

**FISCAL YEAR 2021 LOW INCOME LIMITS CATEGORY BY GEOGRAPHIC AREA CHART**

FY 2020 Income Limit Area	1 Person in Household	2 Persons in Household	3 Persons in Household	4 Persons in Household	5 Persons in Household	6 Persons in Household	7 Persons in Household	8 or more Persons in Household
Roanoke City, Roanoke County, City of Salem, Botetourt County, Craig County	43,900	50,200	56,450	62,750	67,750	72,750	77,750	82,800
Franklin County	37,550	42,900	48,250	53,600	57,900	62,200	66,500	70,800

**INCOME AND HOUSING STATUS DISCLOSURE**

1. **CIRCLE** the above income level you fall under based on the number of persons in your household and city/county you reside in.

**2. The total income received by all members of my household is:**

- Less than the maximum income listed in the chart for the total number of persons in my household.
- More than the maximum income listed in the chart for the total number of persons in my household.
- I do not live in one of the areas listed on the chart.

**3. I live in/participate in:**

- Employed by a Section 3 Business Concern.
- Live in Public Housing or Section 8-assisted Housing.
- YouthBuild.

**NEW HIRE INFORMATION**

Print Name: \_\_\_\_\_

Permanent Home Address: \_\_\_\_\_  
Street Address City State Zip Code

City/County of Residence \_\_\_\_\_

Employer: \_\_\_\_\_ Job Title: \_\_\_\_\_ Date of Hire: \_\_\_\_\_

Signature: \_\_\_\_\_