

## Section 3

The resolution of Section 3 is to make HUD-financed employment and economic opportunities available to low-income residents. Under LHA's Section 3 program, there are multiple requirements for every contract. Hiring and Contracting are both required under Section 3, and vendors cannot choose between the two. Section 3 does not apply to Supply & Delivery contracts. LHA's Section 3 requirements are outlined in HUD's 24 CFR 135.

### **Hiring**

30% of all of new hires must be Section 3 employees. This includes LHA and low-income Troup area residents. The Prime Contractor will be required to complete the Schedule B and outline all of the employees who are needed to complete this scope of work. Through the hiring chart on Schedule B, Compliance is able to determine how many Section 3 employees are needed for the contract. The 30% of all new hires covers new hires for the Prime Contractor and the Subcontractors. Contractors will be required to utilize LHA's hiring system, which allows Section 3 individuals to apply for open positions on LHA contracts.

The Section 3 Opportunities system is replacing the Job Order Form process and will require applicants to actively apply for jobs and employers to interview and hire for their Section 3 positions based on a streamlined process in accordance with HUD's Code of Federal Regulations (CFR). Section 3 Hiring Specialists will be responsible for initiating the job postings and approving the job profiles prior to the new jobs posting to the website available to the public.