

**The City of Charlottesville**  
**Section 3 Worker and Targeted Section 3 Worker Self-Certification**  
**(English Form)**

A Section 3 worker seeking certification shall self-certify and submit this form to the recipient contractor or subcontractor, that the person is a Section 3 worker or Targeted Section 3 Worker as defined in 24 CFR Part 75. The purpose of HUD's Section 3 program is to provide employment, training and contracting opportunities to low-income individuals, particularly those 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 Preference for Section 3 Worker or Targeted Section 3 Worker Status:**

**Instructions:** Enter/select the appropriate information to confirm your Section 3 worker or Targeted Section 3 Worker status.

**Certification for Resident seeking Section 3 Preferences in Training and Employment**

**Employee Name:** \_\_\_\_\_

**Employee Address:** \_\_\_\_\_  
\_\_\_\_\_

**Are you a resident of public housing or hold a Housing Choice Voucher (Section 8)?**

Yes

No

**Are you a resident of the City of Charlottesville?**

Yes

No

**In the field below, select the amount of individual income you believe you earn on an annual basis**

- Less than \$10,000     \$30,001-\$40,000     More than \$60,000  
 \$10,001-\$20,000     \$40,001-\$50,000  
 20,001-\$30,000     \$50,001-\$60,000

I have attached the following documentation as evidence of my status:

Copy of lease

Copy of receipt of public assistance

Copy of Evidence of participation in a public assistance program

Other evidence

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

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

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Date:

**For Administrative 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 the hire?

Employers must retain this form in their Section 3 Compliance file for **Five Year**.