



St. Louis County, MN

ST. LOUIS COUNTY, MINNESOTA

Section 3 Worker and Targeted Section 3 Worker Self-Certification Form for Non-PHA

HUD Entitlement Program – CDBG, HOME & ESG

Form

1011b

Rev. 12-05-2024

This form is used for Section 3 compliance tracking. www.stlouiscountymn.gov/communitydevelopment

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 Section 3 Worker or Targeted Section 3 Worker Status

A Section 3 Worker seeking certification shall complete and submit this form to the subrecipient, contractor, or subcontractor, self-certifying that the person is a Section 3 Worker or Targeted Section 3 Worker as defined in 24 CFR Part 75.

Instructions: Enter/select the appropriate information to confirm you are a Section 3 Worker or Targeted Section 3 Worker.

Employee Name:

Employer:

Are you a resident of public housing, a Section 8 Housing Choice Voucher Holder, or other Section-8 assisted housing managed by the PHA?

☐ Yes ☐ No

Are you a YouthBuild Participant?

☐ Yes ☐ No

Is your annual income less than the income limit set by HUD (found on page 2)?

☐ Yes ☐ No

I qualify as a: (select ONE of the following two options. Definitions are found on page 2 of this form.)

☐ Section 3 Worker

☐ Targeted Section 3 Worker

Employee Affirmation

I affirm that the above statements 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:

Name:

Date Hired:

Signature: _____

Date:

Contact Economic and Community Development

Duluth Office

Government Services Center
320 W 2nd Street, Suite 301
Duluth, MN 55802

Phone (218) 733-2755
Toll Free (800) 450-9777
www.stlouiscountymn.gov/communitydevelopment

Virginia Office

Government Services Center
201 South 3rd Avenue West
Virginia, MN 55792

Phone (218) 733-2755
Toll Free (800) 450-9777
www.stlouiscountymn.gov/communitydevelopment

St. Louis County
Supplemental Information to Form 1011b

Eligibility Guidelines

The worker's income must be at or below the amount provided below for an individual (household of 1) regardless of actual household size.

St. Louis County Income Limit for Fiscal Year 2025:	\$56,350
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Definitions for Housing and Community Development-funded Projects:

→ **Section 3 Worker** – Any worker who currently meets, or when hired since November 30, 2020 met, one of the following criteria as documented:

- A low- or very low-income individual (the worker's income for the previous or annualized calendar year is below the income limit established by HUD); or
- A YouthBuild participant. or
- Employed by a Section 3 business concern. A Section 3 Business Concern is:
 - *51% or more owned and controlled by low or very-low income persons, or*
 - *Over 75% of labor hours performed for the business over the prior three-month period are performed by Section 3 workers, or*
 - *51% or more owned and controlled by current residents of public housing or Section 8-assisted housing.*

→ **Targeted Section 3 Worker** – Any Section 3 Worker who currently meets, or when hired since November 30, 2020 met, one of the following criteria as documented:

- Employed by a Section 3 business concern, or
- Living within one mile of the service area or the neighborhood of the project
 - If fewer than 5,000 people live within one mile of a Section 3 project, within a circle centered on the Section 3 project that is sufficient to encompass a population of 5,000 people.
- A YouthBuild participant