



SECTION 3

WORKER APPLICATION CHECKLIST

Provide one (1) proof of identification from the below list

- Driver License
- State Identification Card
- Passport
- Permanent Resident Card
- TWIC Card
- SENTRI Card

Provide one (1) proof of residency from the below list

- Residential Lease
- Utility Bill
- Notarized Affidavit of Residency from Head of Household
- Car Registration
- Bank Statement
- Public Assistance Voucher/Award Letter
(E.g. Child Support, WIC)

Documents must be current and contain the applicant's name and/or photograph that establishes the applicant's identity and residency in Houston or the surrounding counties.

Requirements based on qualifying statement selected in application:

Category (1)

- Public Housing Resident Lease Agreement
- Public Assistance Voucher/Award Letter
- Household Income Self-Certification form
- Household Income from 2019-2023 Self-Certification form
- Supplement to Income Certificate form

Category (2)

- Household Income Self-Certification form
- Zero Household Income Self-Certification form
- Household Income from 2019-2023 Self-Certification form
- Supplement to Income Certificate form
- Section 3 Employer name and date of hire

Category (3)

- Household Income Self Certification form
- Supplement to Income Certificate form
- YouthBuild Participant letter

Category (4)

- Household Income Self-Certification form
- Household Income from 2019-2023 Self-Certification form
- Supplement to Income Certificate form



SECTION 3 WORKER FAQ'S

Section 3 is a program implemented by the U.S. Department of Housing and Urban Development (HUD) that generates new employment and training opportunities to low and very-low income residents in Houston, TX and the surrounding counties.

WHO IS A SECTION 3 WORKER?

A Section 3 Worker is any individual who currently fits, or when hired within the past five (5) years fits, at least one of the following categories:

1. The worker's income for the previous or current calendar year is below HUD income limits; or
2. The worker is employed by a Section 3 Business Concern; or
3. The worker is a YouthBuild participant

WHO IS A SECTION 3 TARGETED WORKER?

A Section 3 Targeted Worker for Housing and Community Development Financial Assistance projects, is a Section 3 worker who is:

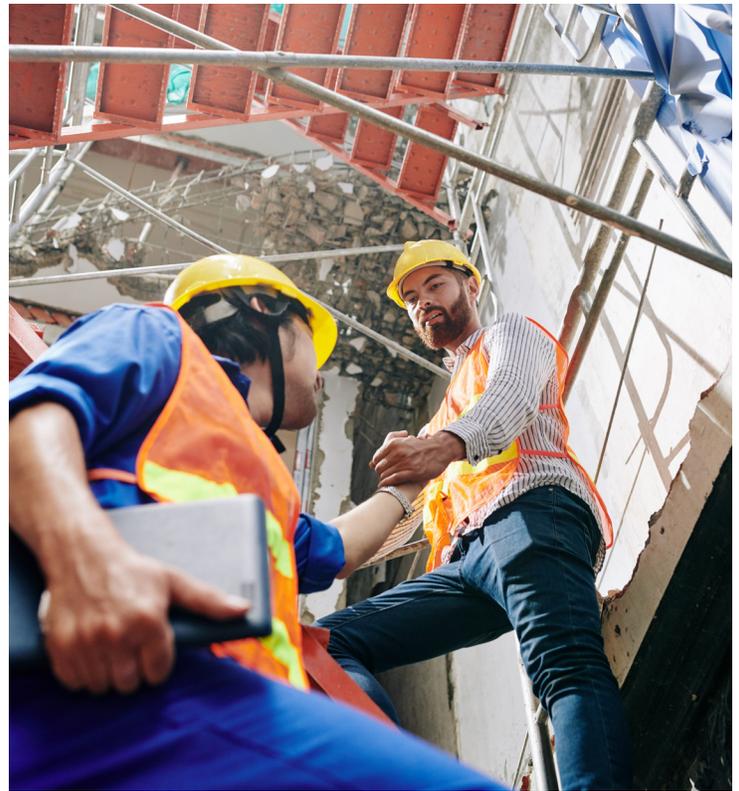
1. Employed by a Section 3 Business Concern; or
2. Currently fits or when hired within the past five (5) years fits, within of the following criteria:
 - i. Living with the service area or the neighborhood or the project; and
 - ii. A YouthBuild participant.

If you are a worker who fits one of the criteria above, apply here: <http://arcg.is/LWXaf>

WHO SHOULD APPLY?

Residents who are returning veterans, homeless, apprentices, skilled and unskilled workers, re-entry individuals, and recent college or vocational school graduates.

For assistance contact: HCDContractCompliance@houstontx.gov



HOW DO I VERIFY IF MY INCOME MEETS THE HUD MEDIAN INCOME LIMITS?

Verification of your income can be done here: <https://www.huduser.gov/portal/datasets/il.html>

WHAT IS YOUTHBUILD?

YouthBuild is a community-based pre-apprenticeship program that provides job training and educational opportunities for at-risk youth ages 16-24 who have previously dropped out of high school.

YouthBuild participants learn vocational skills in construction, as well as in other in-demand industries. The program also provides community service through the required construction or rehabilitation of affordable housing for low-income or homeless families in their own neighborhoods.

More information can be found here:

<https://www.dol.gov/agencies/eta/youth/youthbuild>

WHAT TYPE OF ECONOMIC OPPORTUNITIES ARE AVAILABLE TO SECTION 3 WORKERS?

Administrative, Accounting, Bookkeeping, Security, Carpentry, Demolition, Drywall, Engineering, Architecture, Masonry, Electrical, Plumbing, Professional Services, Landscaping, Janitorial, Roofers, etc.

