

Section 3 Resident Local Jobs Initiative Certification

To be signed by the Section 3 Resident and retained in the project files. (Do not return to NCFHA)

All employees working on Section 3 covered projects must be reported in aggregate on the Section 3 Summary Report with their Section 3 resident status. For all employees reported as being Section 3 residents, documentation of their status must be retained in the project files. NCHFA considers this form adequate documentation of Section 3 status.

“Low income” resident means they earn below 80% of the median income for a household of their size in their area. To identify the income limit for your area, use the county income limit table located at

<http://www.nchfa.com/Forms/IncomeLmts/Median30-80Percent.pdf>

Instructions to employer: Complete this form for every employee that is a Section 3 resident, with resident signature. **Retain this form in project files.**

Employee Name: _____

Employee Address: _____

Employee Telephone Number: _____

- Is the Employee a public housing resident? Y () N () If yes, name of development

(public housing is owned by a Public Housing Authority – PHA)

- Is the employee a Section 3 resident because they are a low-income individual in the county/MSA of the project? Y () N ()

Annual family income last year: _____

Number of people in household: _____

County Median Income: _____ (Locate the county and use the 80% chart for the household size. Obtain this figure from the chart located at

<http://www.nchfa.com/Forms/IncomeLmts/Median30-80Percent.pdf>

To be signed by the Section 3 Resident

I certify that the above statements are true, complete, and correct to the best of my knowledge and belief.

Name (signature) _____

Name (printed) _____

Employer (printed) _____

Project Name: _____

Project Address: _____