



Section 3 Local Jobs Initiative Year-End Monitoring Report

Must be submitted by January 10th of each year during construction/rehabilitation.

Name of Project: _____

Address of Project: _____

Owner/General Contractor (*circle one*)

List your award or contract amount: _____

Approximate date of award or contract: _____

Please attach answers to the following questions:

1. Have you included the Section 3 Local Jobs Initiative Compliance Certification and Section 3 Clause in all your contracts over \$100,000?
2. List what you have done to attract Section 3 residents for employment opportunities. Have you created any flyers or posters? If you have, where did you display or send them to be displayed?
3. If you are the general contractor and your contract is > \$100,000, have you engaged in any day-labor for the project? If you have, and the laborer was a Section 3 resident, did you have the laborer complete the Section 3 Local Jobs Initiative Resident Certification form?
4. List the organizations and agencies you have contacted about employment or subcontractual opportunities that are > \$100,000 and for Section 3 businesses.
5. List the general contractor and subcontractors for the project to date. List the contract amount and identify the Section 3 businesses.
6. Are you obtaining signed Section 3 Business Certification forms for your files for contracts > \$100,000?

In addition to the questions above, please attach any flyers, posters or additional information.

Remember to keep up with the Section 3 requirements for your organization/company and to keep in contact with your subcontractors (and general contractor if not identity of interest). It is more difficult to obtain the Section 3 data after project completion.

Signature: _____

Date: _____