**Identifying Information Regarding the Section 3 Report**

<table>
<thead>
<tr>
<th>Agency Name:</th>
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<tbody>
<tr>
<td>Address:</td>
<td></td>
</tr>
<tr>
<td>Contact Name:</td>
<td></td>
</tr>
<tr>
<td>Contact E-mail:</td>
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<tr>
<td>Housing Authority Code:</td>
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This is an agency-wide annual report

| Housing Authority Fiscal Year: |  |

Check here if there are multiple authorities applying Section 3 to this project and provide identifying information below.

For public housing authorities, the ID number is the PIC Agency number.

For CDBG/HOME participating jurisdictions, the ID number is the IDIS number.

For RAD transactions, it is the PIC DDA number.

Name of Primary Authority:  
ID Number:  

Name of Primary Authority:  
ID Number:  

**Are you a small PHA (under 250 units)?**

If agency identified as a small public housing authority (with fewer than 250 public housing units) please elect whether you would like to complete the Section 3 labor hours or qualitative reporting.

**Section 3 Labor Hours**

<table>
<thead>
<tr>
<th>Total Labor Hours:</th>
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<tbody>
<tr>
<td>Section 3 Worker Hours:</td>
<td></td>
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<tr>
<td>Public Housing Targeted Worker Hours:</td>
<td></td>
</tr>
<tr>
<td>Other Funding Targeted Worker Hours:</td>
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</table>

*Formula: Did the reporting agency meet or exceed the safe harbor benchmarks? Yes/No*

**Nature of Agency Efforts**

This section is not required if, based on the labor hours reporting above, the reporting agency met or exceeded the safe harbor benchmarks. Check all that apply.

- Engaged in outreach efforts to generate job applicants who are Targeted Section 3 workers.
- Provided training or apprenticeship opportunities.
- Provided technical assistance to help Section 3 workers compete for jobs (e.g., resume assistance, coaching).
- Provided or connected Section 3 workers with assistance in seeking employment including: drafting resumes, preparing for interviews, and finding job opportunities connecting residents to job placement services.
- Held one or more job fairs.
- Provided or referred Section 3 workers to services supporting work readiness and retention (e.g., work readiness activities, interview coaching, test fees, transportation, child care).
- Provided assistance to apply for or attend community college, a four-year educational institution, or vocational/technical training.
- Assisted Section 3 workers to obtain financial literacy training and/or coaching.
- Engaged in outreach efforts to identify and secure bids from Section 3 business concerns.
- Provided technical assistance to help Section 3 business concerns understand and bid on contracts.
- Divided contracts into smaller jobs to facilitate participation by Section 3 business concerns.
- Provided bonding assistance, guaranties, or other efforts to support viable bids from Section 3 business concerns.
- Promoted use of business registries designed to create opportunities for disadvantaged and small businesses.

Other:  
(mandatory field if Other is selected)