



U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT  
WASHINGTON, DC 20410-3000

OFFICE OF HEALTHY HOMES AND  
LEAD HAZARD CONTROL

<b>POLICY GUIDANCE NUMBER:</b> 2012-06	<b>DATE:</b> November 28, 2012
<b>SUBJECT:</b>	Section 3 Summary Report Submission Procedures
<b>STATUS:</b>	Current
<b>APPLICABILITY:</b>	All OHHLHC grantees
<b>RELATED GUIDANCES:</b>	
<b>COMMENTS:</b>	

This Policy Guidance is to communicate a change in how the Section 3 Summary Report is submitted for all OHHLHC grantees. Previously, the Section 3 Summary Report paper form was sent to the OHHLHC at the attention of your Government Technical Representative (GTR).

All grantees are now required to submit the Section 3 Summary Report online at <http://www5.hud.gov:63001/apps/po/e/srs/Public/form.cfm>. Grantees should select the HUD Field Office in the jurisdiction of your organization from the drop-down box in the upper right of the webpage. All other fields remain unchanged from the paper HUD form 60002. Section 3 Summary Reports still must be submitted by January 10th each year.

The Section 3 program requires that recipients of certain HUD financial assistance, to the greatest extent possible, provide job training, employment, and contract opportunities for low- or very-low income residents in connection with projects and activities in their neighborhoods. For more information on Section 3 requirements, or if have questions, please visit <http://www.hud.gov/section3> or contact your GTR.