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Pennsylvania Housing Finance Agency
211 North Front Street
Harrisburg, PA 17101

SECTION 3 CERTIFICATION

Owner/General Contractor Info:

Company Name: _____

Address: _____

Attn: _____

Re: Federal Requirements for _____ , PHFA Project #: _____

(PHFA Project Name)

Dear Mr. / Mrs.:

In response to your letter which has explained the preferences for "Section 3" subcontractors working on construction projects funded through the PA Housing Finance Agency's PennHOMES Program, we hereby certify that our business qualifies as a Section 3 Business based on **ONE** of the following guidelines:

_____ 51% or more of our business is owned by Section 3 residents; **or**

_____ At least 30% of our permanent, full-time employees include persons who are currently Section 3 Residents, or were section 3 within three years of the date of first employment with our business; **or**

_____ We hereby provide evidence of a commitment to subcontract in excess of 25% of the dollar award of all subcontracts to be awarded to a qualified Section business concern; **or**

_____ We are not a Section 3 business concern.

Subcontractor Info:

Company Name: _____

Address: _____

Officer of Company: _____

(Print Name & Title)

Date: _____

(Signature)

Section 3 Definitions:

1. Section 3 Residents

- a. A Public housing resident; or
- b. An individual who *resides in the county* in which the project is located and who is:
 - i. A low-income person, defined as families (including single persons) whose income(s) do not exceed 80 percent of the median income of the area, with adjustments for smaller and larger families; or
 - ii. A very low income person defined as families (including single persons) whose income(s) do not exceed 50 percent of the median income of the area.

A person seeking the training and employment preference provided by section 3 bears the responsibility of providing evidence (if requested) that the person is eligible for the preference.

2. New Hires

- a. New Hires means full-time employees for permanent, temporary or seasonal employment opportunities.
- b. Compliance is demonstrated by committing to employ Section 3 residents as 10 percent of the aggregate number of new hires for each year over the duration of the project.

The income limits for _____ County are:

<u>Size of Household</u>	<u>Section 3 Income Limits</u>
1 Person	\$0.00
2 Persons	\$0.00
3 Persons	\$0.00
4 Persons	\$0.00
5 Persons	\$0.00
6 Persons	\$0.00
7 Persons	\$0.00
8 Persons	\$0.00
9 Persons	\$0.00

NOTE:

- Income Limits can be found on the provided PHFA Section 3 Income Limits Breakdown
- **Any Section 3 Certification submitted without the Section 3 Income Limits properly filled in is an incomplete form and will need to be resubmitted.**