

Following are acceptable methods that, when documented, demonstrate compliance with Section 3:

Efforts to Offer Training and Employment Opportunities to Section 3 and Targeted Section 3 Workers (residents) That Demonstrate Compliance with the "Greatest Extent Feasible" Requirement of Section 3.

- (1) Consulting with State and local agencies administering training programs funded through WIA, probation and parole agencies, unemployment compensation programs, community organizations and other officials or organizations to assist with recruiting Section 3 and Targeted Section 3 Workers for a contractor's or subcontractor's training and employment positions.
- (2) Advertising the jobs to be filled through the local media.
- (3) Employing a job coordinator, or contracting with a business concern that is licensed in the field of job placement (preferably a Section 3 Business Concern) that will undertake efforts to match eligible and qualified Section 3 and Targeted Section 3 Workers with the training and employment positions that the contractor intends to fill.
- (4) Establishing training programs, which are consistent with the requirements of the Department of Labor, for Section 3 and Targeted Section 3 Workers in the building trades.
- (5) Advertising the training and employment positions by distributing flyers (which identify the positions to be filled, the qualifications required, and where to obtain additional information about the application process) to housing developments where category 1 or category 2 persons reside.
- (6) Entering into "first source" hiring agreements with organizations representing Section 3 and Targeted Section 3 Workers.
- (7) Contacting resident council, resident management corporations, or other resident organizations, where they exist, in the housing developments where category 1 or category 2 persons reside, to request the assistance of those organizations in notifying residents of the training and employment positions to be filled.
- (8) Sponsoring a job informational meeting to be conducted at a location in the housing developments where category 1 or category 2 persons reside or in the neighborhood or service area of the Section 3 covered project.
- (9) Arranging assistance in conducting job interviews and completing job applications for residents of the housing developments where category 1 or category 2 persons reside and in the neighborhood or service area in which a Section 3 project is located.
- (10) Arranging for a location in the housing developments where category 1 or category 2 persons reside, or the neighborhood or service area of the project, where job applications may be delivered and collected or where job interviews can be conducted.
- (11) Where there are more qualified Section 3 and Targeted Section 3 Workers than there are positions to be filled, maintaining a file of eligible qualified Section 3 and Targeted Section 3 Workers for future employment positions.
- (12) Undertaking such continued job training efforts as may be necessary to ensure the continued employment of Section 3 and Targeted Section 3 Workers previously hired by for employment opportunities.

Efforts to Award Contracts to Section 3 Business Concerns That Demonstrate Compliance with the "Greatest Extent Feasible" Requirement of Section 3.

- (1) In determining that responsibility of potential subcontractors, consider their record of Section 3 compliance as evidenced by past actions and their current plans for the pending subcontract.
- (2) Contacting business assistance agencies, minority contractors' associations and community organizations to inform them of contracting opportunities and request their assistance in identifying Section 3 businesses which may solicit bids or proposals for contracts for work in connection with Section 3 covered assistance.
- (3) Providing written notice to all known Section 3 Business Concerns of the contracting opportunities. This notice should be in sufficient time to allow the Section 3 Business Concerns to respond to the bid invitations or request for proposals.
- (4) Following up with Section 3 Business Concerns that have expressed interest in the contracting opportunities by contacting them to provide additional information on the contracting opportunities.
- (5) Coordinating pre-bid meetings at which Section 3 Business Concerns could be informed of upcoming contracting and subcontracting opportunities.
- (6) Advising Section 3 Business Concerns as to where they may seek assistance to overcome limitations such as inability to obtain bonding, lines of credit, financing, or insurance.
- (7) Arranging solicitations, times for presentations of subcontract bids, quantities, specifications, and delivery schedules in ways to facilitate the participation of Section 3 Business Concerns.
- (8) Where appropriate, breaking out subcontract work items into economically feasible units to facilitate participation by Section 3 Business Concerns.
- (9) Advertising subcontracting opportunities through trade association papers and newsletters, and through other local media, such as newspapers of general circulation.
- (10) Developing a list of eligible Section 3 Business Concerns.

Providing Other Economic Opportunities

Contractors and subcontractors are encouraged to undertake efforts to provide to low-income persons economic opportunities other than training, employment, and contract awards, in connection with Section 3 covered assistance.

Other Training and Employment Related Opportunities: These include, but need not be limited to, use of trainee positions to fill vacancies; and hiring Section 3 and/or Target Section 3 Workers in part-time positions.

Other Business-Related Economic Opportunities: Such opportunities include, but are not limited to, the formation of Section 3 joint ventures, financial support for affiliating with franchise development, use of labor only contracts for building trades, purchase of supplies and materials from Housing Authority resident-owned businesses, and purchase of materials and supplies from Public Housing Authority resident-owned businesses.

ATTACHMENT "I"