

**SECTION 3 PLAN
(OWNER/DEVELOPER AND GENERAL CONTRACTOR)**

For: _____
(Name of Development)

Submitted by:
Name of Owner/Developer: _____
Address: _____

Contact Information: _____

Name of General Contractor: _____
Address: _____

Contact Information: _____

General Statement

_____ and _____
are committed to comply with the Section 3 act, the Section 3 regulations, and the Kansas Housing Resources Corporation (“KHRC”) Section 3 Guidelines. It is our desire to work together to ensure compliance, to the greatest extent feasible, through the awarding of contracts for work and services to Section 3 companies, and to provide employment and training to Section 3 residents. We commit to include the Section 3 clause in the construction contract, as well as all subcontracts. All subcontractors interested in submitting bids for contracts will be informed of the Section 3 requirements and goals. We agree to provide KHRC with copies of all bids received in response to the invitation to bid and copies of all contracts awarded in excess of \$100,000.00.

Goals

Contracting:

To demonstrate compliance with Section 3 regulations, it is desirous to award at least 10 percent of the total dollar amount of all Section 3 covered contracts for building trades work, and, at least 3 percent of the total dollar amount of all other Section 3 covered contracts (i.e., professional services) to Section 3 business concerns.

Construction contract: \$ _____
10%: \$ _____
3%: \$ _____

These goals are affirmed: Initials: _____

If we do not feel that it is feasible to meet the minimum goals set forth above, we will be prepared to demonstrate why it was not possible. We understand failure to follow our Section 3 Plan could result in the Secretary of Housing and Urban Development (“HUD”) finding us noncompliant with the Section 3 regulations.

In lieu of affirming the minimum goals set forth above, there are other goals that may be more feasible to meet. Those goals are: (examples would be providing opportunities on other projects)

Employment and Training:

To demonstrate compliance with Section 3 regulations, it is desirous to employ Section 3 residents as 30 percent of the aggregate number of new hires, and to provide training to those new hires. We agree to provide information regarding existing employees and hiring needs as a part of this plan.

Any goal established in this plan must be met. If we fail to do so, we agree to provide an explanation and documentation as to why the goal was not met.

Outreach

We are committed to conduct an aggressive outreach campaign to make Section 3 Businesses and Section 3 Residents aware of contracting and hiring opportunities in connection with this Section 3 Covered Project. Efforts will include, but not be limited to, publication of opportunities in the local newspapers, use of signage at the project site, flyers posted in the neighborhood and surrounding areas, notification of local housing authorities, contractor and trade organizations, employment agencies, career centers and local Youthbuild chapters.

Project Neighborhood Area

The project neighborhood area is: _____

This area will be the primary focus of all outreach attempts.

Section 3 Coordinator

Name: _____

Contact Information: _____

This person will serve as the main point of contact for all Section 3 related issues on behalf of the owner, general contractor, and the subcontractor.

Reporting

We agree to immediately report any changes in this plan, including but not limited to, changes in the dollar amount of contracts awarded and staffing needs of the subcontractors. We agree to submit a final report to KHRC on HUD Form 60002 at completion of construction of the Section 3 Covered Project.

Attachments

The following attachments are incorporated into and made a part of this Section 3 Plan:

- Section 3 Clause that will be included in all contracts
- Outreach to Solicit Bids from Section 3 Businesses
- Permanent Employee Listing for the Owner/Developer
- Permanent Employee Listing for the General Contractor

We agree to provide to KHRC the following documentation as soon as the information is available to us:

- Outreach to Solicit Bids from Section 3 Businesses (updated)
- New Hires for the Owner/Developer
- New Hires for the General Contractor
- Section 3 New Hires Trained for the Owner/Developer

- Section 3 New Hires Trained for the General Contractor
- HUD 60002 Final Report

Submitted to Kansas Housing Resources Corporation

Date: _____

OWNER/DEVELOPER:

(Print/type name)

By: _____

_____ (Print/type name and title)

Date: _____

GENERAL CONTRACTOR:

(Print/type name)

By: _____

_____ (Print/type name and title)