



SECTION 3 BUSINESS CONCERN SELF-CERTIFICATION
(24 CFR Part 75)

Part I:

Table with 3 columns: Business Name, Address / City / State / Zip Code, Services Provided / Trade. Second row: Point of Contact / Title, Telephone, E-mail.

Part II:

Does your business qualify as a Section 3 Business based on definition in 24 CFR Part 75.5?

- YES NO

If yes, check the boxes below under which subcategory you qualify.

A Section 3 Business Concern means:

A business concern meeting at least one of the following criteria, documented within the last six-month period:

- i. It is at least 51 percent owned and controlled by low- or very low-income persons...
ii. Over 75 percent of the labor hours performed for the business over the prior three-month period are performed by Section 3 workers...
iii. It is a business at least 51 percent owned and controlled by current public housing residents or residents who currently live in Section 8-assisted housing.

Part III:

My business also qualifies as:

- Minority Owned Business: Black American, Hispanic American, Native American, Asian/Pacific Americans, Other:
Small Business Enterprise, Women Owned Business, Labor Surplus Area

By submitting this form, my business certifies that the statements and information contained on this form are true and accurate, and meet the HUD Section 3 business self-certification eligibility requirements in accordance with 24 CFR Part 75. I further understand that a Section 3 business is not entitled to a contract simply by being listed in the MPHA Section 3 Business Registry database. Section 3 Business Concerns are not exempt from meeting the specifications of the contract or other Section 3 requirements and obligations. Information that is misrepresented on this form will be grounds for terminating Section 3 certification.

Signature

Name and Title

Date



Section 3 Regulation

Section 3 of the Housing and Urban Development Act of 1968 (codified at 12 U.S.C. 1701u and implemented at 24 CFR Part 75, hereinafter, "Section 3"), as amended, requires that economic opportunities, most importantly employment, generated by certain U.S. Department of Housing and Urban Development (“HUD”) financial assistance shall be directed to low- and very low-income persons, particularly those who are recipients of government assistance for housing, or residents of the community in which the Federal assistance is spent.

Section 3 Business Registry

If you believe your business qualifies as a Section 3 Business Concern based on the below definition, complete Form 2: Section 3 Business Concern Certification and submit to LCreamer@mplspha.org. Upon receipt of the form, MPHA will add your business name to its internal Section 3 Business Registry database. The registry is used to identify businesses for direct contracting and subcontracting needs.

In addition to MPHA’s database, HUD manages its own independent Section 3 Business database. See [HUD Section 3 Business Registry](#) for more information and to register with them as well.

Who is a Section 3 Worker? (24 CFR Part 75.5)

A Section 3 Worker is any worker who currently fits, or when hired within the past five years fit, at least one of the following categories, as documented:

- i. The worker’s income for the previous or annualized calendar year is below the income limit established by HUD (see below); or
- ii. The worker is employed by a Section 3 business concern; or
- iii. The worker is a YouthBuild participant.

How are low income or very low-income determined?

Low- and very low-income limits are defined in Section 3(b)(2) of the Housing Act of 1937 and are determined annually by HUD. HUD income limits may be obtained from: [FY 2023 Income Limits Documentation System -- Summary for Minneapolis-St. Paul-Bloomington MN-WI HUD FMR Metro Area\(huduser.gov\)](#) or from MPHA’s website.

Low income limits are determined annually by HUD for each metropolitan area. The table below lists the FY 2023 Minneapolis Metropolitan Area Income Limits. If your income falls within one of those categories, you are a Section 3 worker.

Income Eligibility Guideline*

(FY 2023 Income Limits - Minneapolis-St. Paul-Bloomington MN-WI HUD FMR Metro Area)

<https://www.huduser.gov/portal/datasets/il/il2023/2023summary.odn>

Very Low (50%) Income Limit	No more than \$43,500 or
Low (80%) Income Limit	No more than \$66,300

Note: a Section 3 worker can be either a very low or low-income individual.

Additional information about Section 3 is available at <https://mphaonline.org/careers/section-3/> or by contacting us at LCreamer@mplspha.org.



When price is the only factor for an MPHA solicitation, Section 3 preferences will be given based on the following:

When the lowest responsive bid is:	Preference
Less than \$100,000	10% of the bid or \$9,000
At least \$100,000 but less than \$200,000	9% of the bid or \$16,000
At least \$200,000 but less than \$300,000	8% of the bid or \$21,000
At least \$300,000 but less than \$400,000	7% of the bid or \$24,000
At least \$400,000 but less than \$500,000	6% of the bid or \$25,000
At least \$500,000 but less than \$1 million	5% of the bid or \$40,000
At least \$1 million but less than \$2 million	4% of the bid or \$60,000
At least \$2 million but less than \$4 million	3% of the bid or \$80,000
At least \$4 million but less than \$7 million	2% of the bid or \$105,000
\$7 million or more	1.5% of the lowest responsive bid

When there are factors other than just cost in an MPHA solicitation, a vendor may receive additional points for a Section 3 preference based on the following:

If the vendor is a Section 3 Business Concern as outlined above:

Points	Description
10 points	Certified Section 3 Business Concern (Category I, II, or III).

If the vendor is not a Section 3 Business Concern as outlined above:

Max Points	Description
5 points	For submitting a compliance plan (required documents and any supplemental material not specifically requested) that outlines the efforts the vendor will undertake, which will help MPHA achieve compliance with 24 CFR Part 75, Section 3. MPHA will evaluate the compliance plan and award points based both on efforts and likelihood those efforts will have the intended effect to achieve (or help MPHA achieve) compliance.