



SECTION 3 WORKER APPLICATION CHECKLIST

Required from all applicants:

One (1) proof of identification

- Driver's License; OR
- State Identification Card; OR
- Passport; OR
- Permanent Resident Card; OR
- Employment Authorization Document; OR
- TWIC Card; OR
- SENTRI Card

One (1) proof of residency

- Residential Lease; OR
- Utility Bill; OR
- Notarized affidavit of Residency from Head of Household; OR
- Car Registration; OR
- Bank Statement; OR
- Letter from the government/court (E.g. government aid, child support, etc.).

*Documents must be current, valid, and contain the applicant's name and/or photograph that establishes the applicant's identity and residency.

Additional requirements based on qualifying statement selected in application:

Category (1)

- Public Housing Resident Lease Agreement; OR
- Public Assistance Voucher/Award Letter; AND
- Household Income Self-Certification form; AND
- Household Income from 2017-2021 Self-Certification form; AND
- Supplement to Income Certificate form

Category (2)

- Household Income Self-Certification form;
AND
- Zero Household Income Self-Certification form;
AND
- Household Income from 2017-2021 Self-Certification form;
AND
- Supplement to Income Certificate form;
AND
- Section 3 employer name and date of hire

Category (3)

- Household Income Self Certification form;
AND
- Supplement to Income Certificate form;
AND
- YouthBuild Participant letter

Category (4)

- Household Income Self-Certification form;
AND
- Household Income from 2017-2021 Self-Certification form;
AND
- Supplement to Income Certificate form



SECTION 3 WORKER FAQ'S

Section 3 is a program implemented by the U.S. Department of Housing and Urban Development (HUD) that generates new employment and training opportunities to low and very-low income residents in Houston, TX and the surrounding counties.

WHO IS A SECTION 3 WORKER?

A Section 3 Worker is any individual who currently fits, or when hired within the past five (5) years fits, at least one of the following categories:

1. The worker's income for the previous or current calendar year is below HUD income limits; or
2. The worker is employed by a Section 3 Business Concern; or
3. The worker is a YouthBuild participant

WHO IS A SECTION 3 TARGETED WORKER?

A Section 3 Targeted Worker for Housing and Community Development Financial Assistance projects, is a Section 3 worker who is:

1. Employed by a Section 3 Business Concern; or
2. Currently fits or when hired within the past five (5) years fits, one of the following criteria:
 - i. Living with the service area or the neighborhood or the project; and
 - ii. A YouthBuild participant.

If you are a worker who fits one of the criteria above, apply here: <https://arcg.is/18iPei>

WHO SHOULD APPLY?

Residents who are returning veterans, homeless, apprentices, skilled and unskilled workers, re-entry individuals, and recent college or vocational school graduates.



HOW DO I VERIFY IF MY INCOME MEETS THE HUD MEDIAN INCOME LIMITS?

Verification of your income can be done here: <https://www.huduser.gov/portal/datasets/il.html>

WHAT IS YOUTHBUILD?

YouthBuild is a community-based pre-apprenticeship program that provides job training and educational opportunities for at-risk youth ages 16-24 who have previously dropped out of high school.

YouthBuild participants learn vocational skills in construction, as well as in other in-demand industries. The program also provides community service through the required construction or rehabilitation of affordable housing for low-income or homeless families in their own neighborhoods.

More information can be found here: <https://www.dol.gov/agencies/eta/youth/youthbuild>

WHAT TYPE OF ECONOMIC OPPORTUNITIES ARE AVAILABLE TO SECTION 3 WORKERS?

Administrative, Accounting, Bookkeeping, Security, Carpentry, Demolition, Drywall, Engineering, Architecture, Masonry, Electrical, Plumbing, Professional Services, Landscaping, Janitorial, Roofers, etc.

