



# COMMUNITY DEVELOPMENT & REVITALIZATION

## The Texas General Land Office

### *Section 3 Quarterly Summary Report*

Economic Opportunities for Low - and Very Low -Income Persons

1. Grantee / Subrecipient Name and Address     	2. GLO Contract Number  		
	3. Contact Person/ Section 3 Coordinator  		
	4. Phone (Include area code)  		
	5. Email  		
6. Total Amount of Award:  	7. Year  	8. Quarter Being Reported  	
9. Executed Contracts This Quarter  No contracts were executed during the report period	11. Program Code: (Use separate sheet for each program code.)  8 = CDBG-State Administered		
10. Date Report Submitted  			

**Part I: Employment and Training (\*\* Columns B, C and F are mandatory fields. Include New Hires in E & F)**

A	B	C	D	E		F	
Job Category	Number of New Hires	Number of New Hires that are Sec. 3 Residents	% of Sec. 3 New Hires (Optional)	Section 3 employee hours (Optional) <small>Include hours for part-time and full-time positions.</small>	Total staff hours (Optional)	% of Total Staff Hours for Section 3 Employees <small>The percentage of the total staff hours worked for Section 3 employees connected with this award.</small>	Number of Section 3 Trainees <small>Enter the number of Section 3 trainees in connection with this award.</small>
Professionals							
Clerical							
Case Management							
Facilities/Maintenance							
Technical (Bookkeeping, IT, etc.)							
Carpentry							
Masonry							
Plumbing							
Electrical							
Administrative							
<b>Other (Describe)</b>							
<b>Total</b>							

**Part II: Contracts Awarded**

1. Construction Contracts:

A. Total dollar amount of construction contracts awarded	
B. Total dollar amount of construction contracts awarded to Section 3 businesses	
C. Percentage of total dollar amount that was awarded to Section 3 businesses	
D. Total number of Section 3 businesses receiving construction contracts	

2. Non-Construction Contracts:

A. Total dollar amount of all non-construction contracts awarded	
B. Total dollar amount of non-construction contracts awarded to Section 3 businesses	
C. Percentage of total dollar amount that was awarded to Section 3 businesses	
D. Total number of Section 3 businesses receiving non-construction contracts	

**Contracts Executed During Reporting Quarter (Report all contracts executed during the reporting quarter.)**

**1. Construction Contracts (10% of all awarded construction contracts, awards to Section 3 Business Concerns-represents minimum goals)**

Prime Contractor	Construction Contract Amount	Section 3 Bus.	Contract Award Date	Posted Job Notice in Work-In-Texas/Local Workforce Solut.	No. of New Hires	No. of New Hires (Section 3 Residents)	Total No. of New Hires (Section 3 Residents)	
								+ -
Subcontractor (Name)	Contract Amout	Section 3 Bus.	Contract Award Date	Posted Job Notice in Work-In-Texas/Local Workforce Solut.	Contractor Type: Plumbing, Electorial, etc.			
								+ -
								+ -
								+ -

**2. Non-Construction Contracts (3% of all awarded non-construction contracts, awards to Section 3 Business Concerns-represents minimum goals)**

(Report awarded Contracts that are value at or above \$2,000)	Business Name	Contract Amount	Section 3 Bus.	Contract Award Date	Posted Job Notice in Work-In-Texas/Local Workforce Solut.	Section 3 Contract Amount	Reason/Contract Type	
								+ -

### Part III: Summary Of Efforts

Indicate the efforts made to direct the employment and other economic opportunities generated by HUD financial assistance for housing and community development programs, to the greatest extent feasible, toward low-and very low-income persons, particularly those who are recipients of government assistance for housing.

(Select Yes to all. If a Section has not been made, default is No)

Recruited low-income residents through: local advertising media, signs prominently displayed at the project site, contracts with the community organizations and public or private agencies operating within the metropolitan area (or non metropolitan county) in which the Section 3 covered program or project is located, or similar methods.

Participated in a HUD program or other program which promotes the training or employment of Section 3 residents.

Participated in a HUD program or other program which promotes the award of contracts to business concerns which meet the definition of Section 3 business concerns.

Coordinated with Youthbuild Programs administered in the metropolitan area in which the Section 3 covered project is located.

Other Efforts; Please describe below.

Section 3 of the Housing and Urban Development Act of 1968, as amended, 12 U.S.C. 1701u, mandates that the Department ensures that employment and other economic opportunities generated by its housing and community development assistance programs are directed toward low- and very-low income persons, particularly those who are recipients of government assistance housing. The regulations are found at 24 CFR Part 135. The information will be used by the Department to monitor program recipients' compliance with Section 3, to assess the results of the Department's efforts to meet the statutory objectives of Section 3, to prepare reports to Congress, and by recipients as self-monitoring tool. The data is entered into a database and will be analyzed and distributed. The collection of information involves recipients receiving Federal financial assistance for housing and community development programs covered by Section 3. The information will be collected annually to assist HUD in meeting its reporting requirements under Section 808(e)(6) of the Fair Housing Act and Section 916 of the HCDA of 1992. An assurance of confidentiality is not applicable to this form. The Privacy Act of 1974 and OMB Circular A-108 are not applicable. The reporting requirements do not contain sensitive questions. Data is cumulative; personal identifying information is not included.