

## SECTION 3 WORKER SELF-CERTIFICATION

NORTH DAKOTA DEPARTMENT OF COMMERCE  
DIVISION OF COMMUNITY SERVICES  
SFN 62110 (11/2021)

### EMPLOYEE INFORMATION

Name		Date Hired (mm/yyyy)	
Permanent Address	City	State	ZIP Code

### Check all that apply:

- My income, annualized for the current calendar year or for the previous calendar year, is/was below the published HUD-defined area median income (see income chart)
- I was hired within the last five years, when hired my income was below the HUD-defined area median income. (see attached income chart)

I meet the definition of a Section 3 Worker.

- I live within the Neighborhood Service Area\* of the project.

I meet the definition of a Section 3 Worker and a Targeted Section 3 Worker.

- I am employed by a Section 3 Business Concern. (Confirm with your Employer)

I meet the definitions of a Section 3 Worker and a Targeted Section 3 Worker.

- I am a YouthBuild participant, either currently or when I was hired in the last five years.

I meet the definitions of a Section 3 Worker and a Targeted Section 3 Worker.

- None of the above.

I do not meet the definition of a Section 3 Worker or of a Targeted Section 3 Worker.

\*Neighborhood Service Area: An area within one mile of the Section 3 Project or, if fewer than 5,000 people live within one mile, within a circle centered on the Section 3 Project that is sufficient to encompass a population of 5,000 people according to the most recent U.S. Census.

I certify that the statement(s) above are true and correct.

Signature	Date
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## INCOME CHART

Income Chart must be completed by the Grant Administrator and verified by North Dakota Department of Commerce. For the most recent income limits:

See HUD's Income Limit Dataset: <https://www.huduser.gov/portal/datasets/il.html>

OR

North Dakota Department of Commerce, CDBG website:  
<https://www.communityservices.nd.gov/communitydevelopment/Programs/CommunityDevelopmentBlockGrant/>

### Employers must retain this Form in their Section 3 Compliance File for 5 Years

The worker's income must be at or below the amount provided below for an individual (household of 1) regardless of actual household size.

#### Individual Income Limits

FY ____ Income Limit Area	Income Limits Category	FY_____ Income Limits
County Name:	Very-Low Income Limits (30%)	\$
	Low Income Limits (50%)	\$