

IFA Section 3 Qualitative Efforts Checklist

Please review the following checklist of qualitative efforts that can be undertaken to comply with Section 3 if the labor hour benchmarks for Section 3 Workers (25% of a total project's hours) AND Targeted Section 3 Workers (5% of a total project's hours) are not anticipated to be met by the time of project closeout.

Check any applicable actions that were undertaken and ATTACH verifying documentation that these efforts were undertaken. See the following CPD Notice for more information:

<https://www.hud.gov/sites/dfiles/OCHCO/documents/2021-09cpdn.pdf>.

- Outreach efforts to generate Section 3 job applicants
- Direct, on-the-job training programs for Section 3 Workers (including apprenticeships)
- Provided and/or connected residents with assistance in seeking employment, including drafting resumes, preparing for an interview, and connecting residents to job-placement services
- Provided and/or connected residents with supportive services that provide one or more of the following: work readiness health screenings, interview clothing, uniforms, test fees, and/or transportation
- Assisted residents to apply for and/or attend community college or a four-year higher education institution
- Assisted residents to apply for and/or attend a vocational/technical training program
- Assisted residents with obtaining financial literacy training and/or financial coaching
- Assisted residents with finding childcare
- Provided or connected residents with supportive services that can provide direct services or referrals
- Held a job fair
- Indirect training of Section 3 Workers, including arranging, contracting, and/or paying for off-site training
- Technical training of Section 3 Workers, including arranging, contracting, and/or paying for off-site training
- Outreach efforts to identify and secure bids from Section 3 Business Concerns IEDA Section

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- Providing technical assistance to Section 3 Business Concerns to help them understand the contracting process and help to bid on projects
- Dividing contracts up into smaller jobs to facilitate participation from Section 3 Businesses
- Provided bonding assistance, guaranties, or other efforts to support viable bids from Section 3 Businesses
- Other (please describe below)