



GET SELF-CERTIFIED for SECTION 3

A Quick Tutorial for Verification as a Section 3 Worker

Step 1: Determine if you qualify for Section 3

Any low- and very low-income workers may qualify for Section 3 status. Targeted Section 3 workers are NYCHA residents or Section 8 voucher holders.

What is Section 3?

Section 3 ensures that public housing residents and low-income workers have access to jobs created by federally funded projects.

The federal government changes eligible income limits every year by location – [HUD Area Median Income \(AMI\) Table](#).

To qualify as a “Section 3 worker” based on income level, your household income must be at or below 80% of the median income of the area. In 2025, that is \$90,750 no matter the family size.

HUD 2025 Low Income Limits (\$) at 80% of AMI (\$103,000)

Family Size	1	2	3	4	5	6	7
Income Limit	\$90,750	\$103,700	\$116,650	\$129,600	\$140,000	\$150,350	\$160,750

Qualified? → See Step 2

Step 2: Get the Self-Certification Form

- a. Download the Self-Certification: Section 3 Worker/ Targeted Section 3 Worker Form on NYCHA’s Website (see QR Code below).
- b. Distribute to qualified workers.
- c. Vendors upload the completed form to eComply.
- d. For workers who are also residents, NYCHA’s REES department will verify the individual is on the lease.

SELF-CERTIFICATION: SECTION 3 WORKER/ TARGETED SECTION 3 WORKER	NEW YORK CITY HOUSING AUTHORITY VENDOR INTEGRITY AND SUPPLIER DIVERSITY DEPARTMENT
The purpose of HUD's Section 3 program is to provide employment, training & contracting opportunities to low-income individuals, particularly those who are recipients of government assistance for housing or other public assistance programs. A Section 3 Worker seeking certification shall self-certify and submit this form to the recipient contractor or subcontractor.	
<p>I, _____, a legal resident of _____, permanent address where you reside) hereby certify that I qualify as a Section 3 Worker (please select ONE of the following):</p> <p><input type="checkbox"/> A low or very low-income resident (the worker's individual income for the previous or annualized calendar year is below the income limit established by HUD as published on the HUD website, see link on page 2); or</p> <p><input type="checkbox"/> Employed by a Section 3 Business Concern (as defined on page 2); or</p> <p><input type="checkbox"/> A YouthBuild participant</p>	
<p>Targeted Section 3 Worker (please answer the following questions):</p> <p>Do you reside in a NYCHA public housing development?</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>If Yes, please list the name of the NYCHA public housing development _____</p> <p>Are you a NYCHA Section 8 resident or a NYCHA Section 8-assisted housing voucher holder?</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No</p>	
<p>EMPLOYEE STATEMENT OF CERTIFICATION</p> <p>I affirm that the above statements are true, complete, and correct to the best of my knowledge and belief. I hereby certify, under penalty of law, that the following information is correct to the best of my knowledge.</p> <p>Print Name _____ Date _____</p> <p>Signature _____ Date _____</p> <p>Employers must retain this form in their Section 3 Compliance file for five years for auditing review purposes.</p>	

What are NYCHA contractors’ Section 3 obligations?

HUD regulations require vendors to make sufficient efforts to meet Section 3 benchmarks.

- 25% of total labor hours should be completed by Section 3 workers, and 5% (of the 25%) by Targeted Section 3 workers. Targeted Section 3 Workers are NYCHA residents or Section 8 voucher holders.
- For contracts signed before 2021, 30% of new hire positions should be filled by Section 3 workers.
- A vendor can also meet the benchmarks by subcontracting to Section 3 Business Concerns.

SCAN TO ACCESS FORMS & LEARN MORE



Section 3 Worker/
Targeted Section 3
Worker Form



Information for
NYCHA Vendors on
Section 3