CITY OF BOSTON • MASSACHUSETTS

MAYOR'S OFFICE OF HOUSING
MICHELLE WU, MAYOR

Section 3 Annual Report

Name of Project: _____

Name of Contractor: _____

Reporting Period: _____
(Year ended June 30)

Section 3 Labor Hours

This section must include employee information from the Contractor and all Subcontractors.

a. Total labor hours worked by all employees: _____

b. Total labor hours worked by Targeted Section 3 Workers: _____

c. Total labor hours worked by Section 3 Workers
(including total labor hours worked by Targeted Section 3 Workers): _____

Section 3 Benchmark Compliance

Using the information reported above, please determine whether Section 3 compliance has been achieved:

1. **Targeted Section 3 Workers comprised 5 percent or more of the total labor hours worked.**

Total labor hours worked by Targeted Section 3 Workers (B)/Total labor hours worked by all employees (A) = _____ (D)

Was compliance achieved (D is 5% or greater)? yes no

2. **Section 3 Workers comprised 25 percent or more of the total labor hours worked.**

Total labor hours worked by Section 3 Workers (C)/Total labor hours worked by all employees (A) = _____ (E)

Was compliance achieved (E is 25% or greater)? yes no

If compliance was not achieved for either of the benchmarks above, please explain. Attach additional page(s) if necessary.

_____

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Contractor's Certification

As officer and representative of:

Contractor Name: _____

Address: _____

Telephone Number: _____

On behalf of the Contractor, I hereby certify that the above information is true and accurate and is reported fully as required by the Section 3 Plan as part of the contract for this CDBG- and/or HOME-assisted project. It is further understood that final payment from the City of Boston for this project cannot be made until this report is submitted to the CDBG and/or HOME Grantee or authorized designee.

_____

Name and Title of Authorized Representative

_____

Signature of Authorized Representative Date