

Section 3 Business Concern Certification

Instructions: Enter the following information and select the criteria that applies to certify your business' Section 3 Business Concern status.

Business Information:

Name of Business:

Address of Business:

Name of Business Owner:

Phone Number of Business Owner:

Email Address of Business Owner:

Preferred Contact Information

☐ Same as above

Name of Preferred Contact:

Phone Number of Preferred Contact:

Type of Business (select from the following options):

☐ Corporation

☐ Partnership

☐ Sole Proprietorship

☐ Joint Venture

Select from *ONE* of the following three options below that applies:

☐ At least 51 percent of the business is owned and controlled by low- or very low-income persons. (See income limits below)

☐ At least 51 percent of the business is owned and controlled by current publichousing residents or residents who currently live in Section 8-assisted housing.

☐ Over 75 percent of the labor hours performed for the business over the prior three-month period are performed by Section 3 workers.

Business Concern Affirmation

I affirm that the above statements are true, complete, and correct to the best of my knowledge and belief. I understand that businesses who misrepresent themselves as Section 3 business concerns and report false information to VCDP may have their contracts terminated as default and be barred from ongoing and future considerations for contracting opportunities. I hereby certify, under penalty of law, that the following information is correct to the best of my knowledge.

Print Name: _____

Signature: _____ Date: _____

HUD's Business Registry

If your business meets HUD's Section 3 criteria for Business Concern, we encourage you to register your business with [HUD's Section 3 Business Registry](#). Registering will create opportunities for your business when organizations that have secured federal funding are seeking to contract with Section 3 Businesses to complete their projects and comply with Section 3 requirements. More information regarding Section 3 Business Concerns can be found as defined in **24 CFR 75.5**.

FOR ADMINISTRATIVE USE ONLY

Is the business a Section 3 business concern upon their certification?

☐ YES ☐ NO

EMPLOYERS MUST RETAIN THIS FORM IN THEIR SECTION 3 COMPLIANCE FILE FOR FIVE YEARS

HUD Income Limits for Vermont 2023

County	2023 HUD Low Income Threshold
Addison	\$55,550
Bennington	\$50,800
Caledonia	\$50,800
Chittenden	\$63,600
Essex	\$50,800
Franklin	\$63,600
Grand Isle	\$63,600
Lamoille	\$50,800
Orange	\$50,800
Orleans	\$50,800
Rutland	\$50,800
Washington	\$54,200
Windham	\$50,800
Windsor	\$52,300

These figures represent 80% of median income for 1 person in the county indicated as determined by HUD. This chart will be updated annually when HUD releases new figures, typically in the first or second quarter of the new year. The figures presented here are the most recent available and should be used for Section 3 business concerns determinations until new figures are posted. (Refer to HUD income limits at <https://www.huduser.gov/portal/datasets/il.html>)