

Section 3 Summary Report

Economic Opportunities for
Low – and Very Low-Income Persons

U.S. Department of Housing
and Urban Development
Office of Fair Housing
And Equal Opportunity

OMB Approval No: 2529-0043
(exp. 11/30/2010)

HUD Field Office: **Houston**

Section back of page for Public Reporting Burden statement

1. Recipient Name & Address: (street, city, state, zip) Harris County Community Services 8410 Lantern Point Drive Houston, Texas 77054	2. Federal Identification: (grant no.) B-13-UC-48-0002	3. Total Amount of Award: \$5,853,964.00
	4. Contact Person Mr. David B. Turkel	5. Phone: (Include area code) 713-578-2000
	6. Length of Grant: 1 Year	7. Reporting Period: March 1, 2013 through February 28, 2014
8. Date Report Submitted: May 28, 2014	9. Program Code: (Use separate sheet for each program code) 7-CDBG Entitlement	10. Program Name: CDBG

Part I: Employment and Training (Columns B, C and F are mandatory fields. Include New Hires in E & F)**

A Job Category	B Number of New Hires	C Number of New Hires that are Sec. 3 Residents	D % of Aggregate Number of Staff Hours of New Hires that are Sec. 3 Residents *	E % of Total Staff Hours for Section 3 Employees and Trainees *	F Number of Section 3 Trainees
Professionals	15	6			0
Technicians	2	1			0
Office/Clerical	3	1			0
Construction by Trade (List Trade)	0	0			0
Trade	0	0			0
Trade	0	0			0
Trade	0	0			0
Trade	0	0			0
Other (List)	0	0			0
Total	20	8			0

* Program Codes
1 = Flexible Subsidy
2 = Section 202/811
3 = Public/Indian Housing
A = Development,
B = Operation
C = Modernization
4 = Homeless Assistance
5 = HOME
6 = HOME State Administered
7 = CDBG Entitlement
8 = CDBG State Administered
9 = Other CD Programs
10 = Other Housing Programs

*Note: Columns "D" and "E" are not mandatory, therefore, Harris County's standard operating procedure is to not complete these columns.

Part II: Contracts Awarded

1. Construction Contracts: **A total of 10 construction contracts were awarded this period.**

A. Total dollar amount of all contracts awarded on the project	\$ 8,070,181.40
B. Total dollar amount of contracts awarded to Section 3 businesses	\$ 0.00
C. Percentage of the total dollar amount that was awarded to Section 3 businesses	0 %
D. Total number of Section 3 businesses receiving contracts	0

2. Non-Construction Contracts:

A. Total dollar amount all non-construction contracts awarded on the project/activity
A total of 2 non-construction contracts were awarded this period.

A. Total dollar amount all non-construction contracts awarded on the project/activity A total of 2 non-construction contracts were awarded this period.	\$ 729,179.34
B. Total dollar amount of non-construction contracts awarded to Section 3 businesses	\$0.00
C. Percentage of the total dollar amount that was awarded to Section 3 businesses	0 %
D. Total number of Section 3 businesses receiving non-construction contracts	0

Part III: Summary

Indicate the efforts made to direct the employment and other economic opportunities generated by HUD financial assistance for housing and community development programs, to the greatest extent feasible, toward low-and very low-income persons, particularly those who are recipients of government assistance for housing. (Check all that apply.)

- Attempted to recruit low-income residents through: local advertising media, signs prominently displayed at the project site, contracts with the community organizations and public or private agencies operating within the metropolitan area (or nonmetropolitan county) in which the Section 3 covered program or project is located, or similar methods.
- Participated in a HUD program or other program which promotes the training or employment of Section 3 residents.
- Participated in a HUD program or other program which promotes the award of contracts to business concerns which meet the definition of Section 3 business concerns.
- Coordinated with Youthbuild Programs administered in the metropolitan area in which the Section 3 covered project is located.
- Other, describe below.

Harris County Community Services Department (HCCSD) participates in Section 3 and promotes and encourages contractors to hire Section 3 residents and Section 3 businesses through pre-bid and pre-construction meetings. However, no new employees were hired for construction or non-construction contracts awarded for the reported projects (see attached listing). Thus, Section 3 requirements were not triggered. Additionally included in HCCSD's bid specifications, is information intended to assist contractors in identifying and utilizing Section 3 businesses, as follows: 1)The City of Houston's Minority, Women-owned, and Disadvantaged Business Enterprises Directory; 2) Small Business Administration's Dynamic Small Business Search; 3) Women's Contractor Association; 4) Minority Business Development Agency (MBDA) of the U.S. Department of Commerce; 5) National Association of Minority Contractors (Houston Chapter); 6) Houston Minority Business Council; 7) Houston Hispanic Chamber of Commerce; 8) Houston Citizen's Chamber of Commerce.

Public reporting for this collection of information is estimated to average 2 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. This agency may not collect this information, and you are not required to complete this form, unless it displays a currently valid OMB number.

Section 3 of the Housing and Urban Development Act of 1968, as amended, 12 U.S.C. 1701u, mandates that the Department ensures that employment and other economic opportunities generated by its housing and community development assistance programs are directed toward low- and very-low income persons, particularly those who are recipients of government assistance housing. The regulations are found at 24 CFR Part 135. The information will be used by the Department to monitor program recipients' compliance with Section 3, to assess the results of the Department's efforts to meet the statutory objectives of Section 3, to prepare reports to Congress, and by recipients as self-monitoring tool. The data is entered into a database and will be analyzed and distributed. The collection of information involves recipients receiving Federal financial assistance for housing and community development programs covered by Section 3. The information will be collected annually to assist HUD in meeting its reporting requirements under Section 808(e)(6) of the Fair Housing Act and Section 916 of the HCDA of 1992. An assurance of confidentiality is not applicable to this form. The Privacy Act of 1974 and OMB Circular A-108 are not applicable. The reporting requirements do not contain sensitive questions. Data is cumulative; personal identifying information is not included.

Form HUD-60002, Section 3 Summary Report, Economic Opportunities for Low- and Very Low-Income Persons.

Instructions: This form is to be used to report annual accomplishments regarding employment and other economic opportunities provided to low- and very low-income persons under Section 3 of the Housing and Urban Development Act of 1968. The Section 3 regulations apply to any *public and Indian housing programs* that receive: (1) development assistance pursuant to Section 5 of the U.S. Housing Act of 1937; (2) operating assistance pursuant to Section 9 of the U.S. Housing Act of 1937; or (3) modernization grants pursuant to Section 14 of the U.S. Housing Act of 1937 and to recipients of housing and community development assistance in excess of \$200,000 expended for: (1) housing rehabilitation (including reduction and abatement of lead-based paint hazards); (2) housing construction; or (3) other public construction projects; and to *contracts and subcontracts in excess of \$100,000* awarded in connection with the Section-3-covered activity.

Form HUD-60002 has three parts, which are to be completed for all programs covered by Section 3. Part I relates to *employment and training*. The recipient has the option to determine numerical employment/training goals either on the basis of the number of hours worked by new hires (columns B, D, E and F). Part II of the form relates to *contracting*, and Part III summarizes recipients' *efforts* to comply with Section 3.

Recipients or contractors subject to Section 3 requirements must maintain appropriate documentation to establish that HUD financial assistance for housing and community development programs were directed toward low- and very low-income persons.* A recipient of Section 3 covered assistance shall submit one copy of this report to HUD Headquarters, Office of Fair Housing and Equal Opportunity. Where the program providing assistance requires an annual performance report, this Section 3 report is to be submitted at the same time the program performance report is submitted. Where an annual performance report is not required, this Section 3 report is to be submitted by January 10 and, if the project ends before December 31, within 10 days of project completion. *Only Prime Recipients are required to report to HUD. The report must include accomplishments of all recipients and their Section 3 covered contractors and subcontractors.*

HUD Field Office: Enter the Field Office name.

1. **Recipient:** Enter the name and address of the recipient submitting this report.
2. **Federal Identification:** Enter the number that appears on the award form (with dashes). The award may be a grant, cooperative agreement or contract.
3. **Dollar Amount of Award:** Enter the dollar amount, rounded to the nearest dollar, received by the recipient.
- 4 & 5. **Contact Person/Phone:** Enter the name and telephone number of the person with knowledge of the award and the recipient's implementation of Section 3.
6. **Reporting Period:** Indicate the time period (months and year) this report covers.
7. **Date Report Submitted:** Enter the appropriate date.

8. **Program Code:** Enter the appropriate program code as listed at the bottom of the page.
9. **Program Name:** Enter the name of HUD Program corresponding with the "Program Code" in number 8.

Part I: Employment and Training Opportunities

Column A: Contains various job categories. Professionals are defined as people who have special knowledge of an occupation (i.e. supervisors, architects, surveyors, planners, and computer programmers). For construction positions, list each trade and provide data in columns B through F for each trade where persons were employed. The category of "Other" includes occupations such as service workers.

Column B: (Mandatory Field) Enter the number of new hires for each category of workers identified in Column A in connection with this award. New hire refers to a person who is not on the contractor's or recipient's payroll for employment at the time of selection for the Section 3 covered award or at the time of receipt of Section 3 covered assistance.

Column C: (Mandatory Field) Enter the number of Section 3 new hires for each category of workers identified in Column A in connection with this award. Section 3 new hire refers to a Section 3 resident who is not on the contractor's or recipient's payroll for employment at the time of selection for the Section 3 covered award or at the time of receipt of Section 3 covered assistance.

Column D: Enter the percentage of all the staff hours of new hires (Section 3 residents) in connection with this award.

Column E: Enter the percentage of the total staff hours worked for Section 3 employees and trainees (including new hires) connected with this award. Include staff hours for part-time and full-time positions.

Column F: (Mandatory Field) Enter the number of Section 3 residents that were trained in connection with this award.

Part II: Contract Opportunities

Block 1: Construction Contracts

Item A: Enter the total dollar amount of all contracts awarded on the project/program.

Item B: Enter the total dollar amount of contracts connected with this project/program that were awarded to Section 3 businesses.

Item C: Enter the percentage of the total dollar amount of contracts connected with this project/program awarded to Section 3 businesses.

Item D: Enter the number of Section 3 businesses receiving awards.

Block 2: Non-Construction Contracts

Item A: Enter the total dollar amount of all contracts awarded on the project/program.

Item B: Enter the total dollar amount of contracts connected with this project awarded to Section 3 businesses.

Item C: Enter the percentage of the total dollar amount of contracts connected with this project/program awarded to Section 3 businesses.

Item D: Enter the number of Section 3 businesses receiving awards.

Part III: Summary of Efforts – Self-explanatory

Submit one (1) copy of this report to the HUD Headquarters Office of Fair Housing and Equal Opportunity, at the same time the performance report is submitted to the program office. The Section 3 report is submitted by January 10. Include only contracts executed during the period specified in item 8. PHAs/IHAs are to report all contracts/subcontracts.

* The terms "low-income persons" and very low-income persons" have the same meanings given the terms in section 3 (b) (2) of the United States Housing Act of 1937. *Low-income persons* mean families (including single persons) whose incomes do not exceed 80 percent of the median income for the area, as determined by the Secretary, with adjustments for smaller and larger families, except that

The Secretary may establish income ceilings higher or lower than 80 percent of the median for the area on the basis of the Secretary's findings such that variations are necessary because of prevailing levels of construction costs or unusually high- or low-income families. *Very low-income persons* mean low-income families (including single persons) whose incomes do not exceed 50 percent of the median family income area, as determined by the Secretary with adjustments or smaller and larger families, except that the Secretary may establish income ceilings higher or lower than 50 percent of the median for the area on the basis of the Secretary's findings that such variations are necessary because of unusually high or low family incomes.

Harris County Community Services Department
Office of Housing and Community Development
HUD Entitlement Funds
October 1, 2012 to February 2014

	Employee	Hire Date	Job Category	Division	Comment
1	Paula Adams	1/27/2014	Professional	2896	Not working previous to employment with CSD
2	Buernorkie Akins	7/1/2013	Professional	2896	Not working previous to employment with CSD
3	Devin Baptiste	7/15/2013	Technician	2895	Not working previous to employment with CSD
4	Victoria Bennett	4/7/2014	Professional	2896	Not working previous to employment with CSD
5	Ronnetta Blount	4/21/2014	Professional	2896	
6	Felicia Boulware	8/26/2013	Professional	2895	Not working previous to employment with CSD
7	Rhonneyia Braden	11/4/2013	Professional	2895	
8	Elena Casella	7/29/2013	Professional	2896	
9	Jessica Chapa	8/12/2013	Professional	2895	
10	Jody Dawson	11/5/2012	Professional	2896	
11	John Dayter	4/15/2013	Professional	2897	
12	Stephen Gonzalez	8/26/2013	Professional	2896	Not working previous to employment with CSD
13	Claudia Harris	10/7/2013	Office/Clerical	2895	
14	Ebony Love	8/14/2013	Professional	2895	
15	Rene Martinez	3/18/2013	Professional	2895	
16	Eustus Massicott	5/6/2013	Professional	2896	Not working previous to employment with CSD
17	Erica Smith	8/12/2013	Office/Clerical	2895	Not working previous to employment with CSD
18	Candice Stevens	3/10/2014	Technician	2895	
19	Mamie Tindall	6/17/2013	Office/Clerical	2895	
20	Steve Xiong	9/30/2013	Professional	2895	

HARRIS COUNTY COMMUNITY SERVICES DEPARTMENT
Grants Management - PFI: Section 3 Annual Report

Program Year 2013
 March 1, 2013 - February 28, 2014

Project Number	Project Name	PY 2013 CDBG Award	Design Contract Award Date in PY2013	Design Contract Award in PY2013	Construction Contract Award Date in PY2013	Construction Contract Award in PY2013
3796-C2011-0029	Airline Improvement District NW Service Zone 2, Lift Station/Force Main (Design)	\$0.00	04/10/13	\$639,229.34	N/A	\$0.00
3984-C2012-0023	FWSD I-A Waterline Replacement Phase I	\$0.00	N/A	\$0.00	04/26/13	\$1,049,782.92
4109-C2012-0045	HC Precinct Two Inwood Place Sanitary Sewer Phase I	\$0.00	N/A	\$0.00	08/27/13	\$1,406,606.00
4110-C2012-0046	HC Precinct Three Zube Park Waterwell System Replacement	\$0.00	N/A	\$0.00	03/12/13	\$387,985.00
4193-C2013-0023	Galena Park Water Lines & Fire Protection Design Project	\$84,950.00	06/18/13	\$89,950.00	N/A	\$0.00
4196-C2013-0034	WCID 36 Brownwood Elevated Storage Tank Replacement	\$1,213,981.00	N/A	\$0.00	11/18/13	\$1,453,200.00
4197-C2013-0025	Pine Village PUD Water Plant Generator & Motor Control Center	\$288,400.00	N/A	\$0.00	08/09/13	\$249,469.00
4218-C2013-0024	Jacinto City Water Lines and Fire Protection	\$329,619.00	N/A	\$0.00	09/17/13	\$641,071.85
4219-C2013-0026	Crosby MUD Waterlines Replacement	\$361,526.00	N/A	\$0.00	09/30/13	\$797,783.63
4220-C2013-0030	HC Fresh Water Supply District I-A Linus Elevated Storage Tank Rehabilitation	\$521,283.00	N/A	\$0.00	11/05/13	\$365,550.00
4231-C2013-0027	East Aldine Management District Mohawk Street West, Water and	\$1,076,185.00	N/A	\$0.00	01/29/14	\$1,048,846.00
4232-C2013-0036	Sunbelt FWSD High Meadows Sewer Rehabilitation Pckg 3	\$581,950.00	N/A	\$0.00	08/13/13	\$669,887.00
4270-C2013-0025	City of South Houston Sidewalk Project	\$396,070.00	N/A	\$0.00	N/A	\$0.00
4271-C2013-0031	HC Precinct Two James Driver Park Expansion Construction Phase I	\$1,000,000.00	N/A	\$0.00	N/A	\$0.00
TOTAL		\$5,853,964.00		\$729,179.34		\$8,070,181.40

Methodology:

Report the CDBG award amount for each approved project for the reporting Program Year.

Report the contract amounts for each contract (design, construction) awarded during the reporting Program Year. For prior year projects for which the CDBG award amount has been previously reported, only report the contract amounts generated during the reporting Program Year.

Section 3 Summary Report

Economic Opportunities for
Low – and Very Low-Income Persons

U.S. Department of Housing
and Urban Development
Office of Fair Housing
And Equal Opportunity

OMB Approval No: 2529-0043
(exp. 11/30/2010)

HUD Field Office: **Houston**

Section back of page for Public Reporting Burden statement

1. Recipient Name & Address: (street, city, state, zip) Harris County Community Services 8410 Lantern Point Drive Houston, Texas 77054	2. Federal Identification: (grant no.) M-13-UC-48-0215	3. Total Amount of Award: \$1,133,000.00
	4. Contact Person Mr. David B. Turkel	5. Phone: (Include area code) 713-578-2000
	6. Length of Grant: 1 Year	7. Reporting Period: September 1, 2012 through October 31, 2013
8. Date Report Submitted: May 28, 2014	9. Program Code: (Use separate sheet for each program code) 5-HOME	10. Program Name: HOME

Part I: Employment and Training (Columns B, C and F are mandatory fields. Include New Hires in E & F)**

A Job Category	B Number of New Hires	C Number of New Hires that are Sec. 3 Residents	D % of Aggregate Number of Staff Hours of New Hires that are Sec. 3 Residents *	E % of Total Staff Hours for Section 3 Employees and Trainees *	F Number of Section 3 Trainees
Professionals	15	6			0
Technicians	2	1			0
Office/Clerical	3	1			0
Construction by Trade (List Trade)	0	0			0
Trade	0	0			0
Trade	0	0			0
Trade	0	0			0
Trade	0	0			0
Other (List)	0	0			0
Total	20	8			0

* Program Codes
 1 = Flexible Subsidy
 2 = Section 202/811
 3 = Public/Indian Housing
 A = Development,
 B = Operation
 C = Modernization
 4 = Homeless Assistance
 5 = HOME
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 7 = CDBG Entitlement
 8 = CDBG State Administered
 9 = Other CD Programs
 10 = Other Housing Programs

*Note: Columns "D" and "E" are not mandatory, therefore, Harris County's standard operating procedure is to not complete these columns.

Part II: Contracts Awarded

1. Construction Contracts: **A total of 1 construction contract was awarded this period.**

A. Total dollar amount of all contracts awarded on the project	\$ 6,850,000.00
B. Total dollar amount of contracts awarded to Section 3 businesses	\$ 1,681,000.00
C. Percentage of the total dollar amount that was awarded to Section 3 businesses	25 %
D. Total number of Section 3 businesses receiving contracts	3

2. Non-Construction Contracts:

A. Total dollar amount all non-construction contracts awarded on the project/activity	\$ 0
B. Total dollar amount of non-construction contracts awarded to Section 3 businesses	\$ 0.00
C. Percentage of the total dollar amount that was awarded to Section 3 businesses	0 %
D. Total number of Section 3 businesses receiving non-construction contracts	0

Part III: Summary

Indicate the efforts made to direct the employment and other economic opportunities generated by HUD financial assistance for housing and community development programs, to the greatest extent feasible, toward low- and very low-income persons, particularly those who are recipients of government assistance for housing. (Check all that apply.)

- Attempted to recruit low-income residents through: local advertising media, signs prominently displayed at the project site, contracts with the community organizations and public or private agencies operating within the metropolitan area (or nonmetropolitan county) in which the Section 3 covered program or project is located, or similar methods.
- Participated in a HUD program or other program which promotes the training or employment of Section 3 residents.
- Participated in a HUD program or other program which promotes the award of contracts to business concerns which meet the definition of Section 3 business concerns.
- Coordinated with Youthbuild Programs administered in the metropolitan area in which the Section 3 covered project is located.
- Other; describe below.

Harris County Community Services Department (HCCSD) participates in Section 3 and promotes and encourages contractors to hire Section 3 residents and Section 3 businesses through pre-bid and pre-construction meetings. However, no new employees were hired for construction or non-construction contracts awarded for the reported projects (see attached listing). Thus, Section 3 requirements were not triggered. Additionally included in HCCSD's bid specifications, is information intended to assist contractors in identifying and utilizing Section 3 businesses, as follows: 1) the City of Houston's Minority, Women-owned, and Disadvantaged Business Enterprises Directory; 2) Small Business Administration's Dynamic Small Business Search; 3) Women's Contractor Association; 4) Minority Business Development Agency (MBDA) of the U.S. Department of Commerce; 5) National Association of Minority Contractors (Houston Chapter); 6) Houston Minority Business Council; 7) Houston Hispanic Chamber of Commerce; 8) Houston Citizen's Chamber of Commerce.

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Section 3 of the Housing and Urban Development Act of 1968, as amended, 12 U.S.C. 1701u, mandates that the Department ensures that employment and other economic opportunities generated by its housing and community development assistance programs are directed toward low- and very-low income persons, particularly those who are recipients of government assistance housing. The regulations are found at 24 CFR Part 135. The information will be used by the Department to monitor program recipients' compliance with Section 3, to assess the results of the Department's efforts to meet the statutory objectives of Section 3, to prepare reports to Congress, and by recipients as self-monitoring tool. The data is entered into a database and will be analyzed and distributed. The collection of information involves recipients receiving Federal financial assistance for housing and community development programs covered by Section 3. The information will be collected annually to assist HUD in meeting its reporting requirements under Section 808(e)(6) of the Fair Housing Act and Section 916 of the HCDA of 1992. An assurance of confidentiality is not applicable to this form. The Privacy Act of 1974 and OMB Circular A-108 are not applicable. The reporting requirements do not contain sensitive questions. Data is cumulative; personal identifying information is not included.

8. Program Code: Enter the appropriate program code as listed at the bottom of the page.
 Program Name: Enter the name of HUD Program corresponding with the "Program Code" in number 8.

Part I: Employment and Training Opportunities
 Column A: Contains various job categories. Professionals are defined as people who have special knowledge of an occupation (i.e. supervisors, architects, surveyors, planners, and computer programmers). For construction positions, list each trade and provide data in columns B through F for each trade where persons were employed. The category of "Other" includes occupations such as service workers.
 Column B: (Mandatory Field) Enter the number of new hires for each category of workers identified in Column A in connection with this award. New hire refers to a person who is not on the contractor's payroll for employment at the time of receipt of Section 3 covered award or at the time of receipt of Section 3 covered assistance.
 Column C: (Mandatory Field) Enter the number of Section 3 new hires for each category of workers identified in Column A in connection with this award. Section 3 new hire refers to a Section 3 resident who is not on the contractor's or recipient's payroll for employment at the time of selection for the Section 3 covered award or at the time of receipt of Section 3 covered assistance.
 Column D: Enter the percentage of all the staff hours of new hires (Section 3 residents) in connection with this award.
 Column E: Enter the percentage of the total staff hours worked for Section 3 employees and trainees (including new hires) connected with this award. Include staff hours for part-time and full-time positions.
 Column F: (Mandatory Field) Enter the number of Section 3 residents that were trained in connection with this award.

Part II: Contract Opportunities
 Block 1: Construction Contracts
 Item A: Enter the total dollar amount of all contracts awarded on the project/program.
 Item B: Enter the total dollar amount of contracts connected with this project/program that were awarded to Section 3 businesses.
 Item C: Enter the percentage of the total dollar amount of contracts connected with this project/program awarded to Section 3 businesses.
 Item D: Enter the number of Section 3 businesses receiving awards.
 Block 2: Non-Construction Contracts
 Item A: Enter the total dollar amount of all contracts awarded on the project/program.
 Item B: Enter the total dollar amount of contracts connected with this project/program.
 Item C: Enter the percentage of the total dollar amount of contracts awarded to Section 3 businesses.
 Item D: Enter the number of Section 3 businesses receiving awards.

3. Dollar Amount of Award: Enter the dollar amount, rounded to the nearest dollar, received by the recipient.
 4 & 5. Contact Person/Phone: Enter the name and telephone number of the person with knowledge of the award and the recipient's implementation of Section 3.
 6. Reporting Period: Indicate the time period (months and year) this report covers.
 7. Date Report Submitted: Enter the appropriate date.

1. Recipient: Enter the name and address of the recipient submitting this report.
 2. Federal Identification: Enter the number that appears on the award form (with dashes). The award may be a grant, cooperative agreement or contract.
 3. Dollar Amount of Award: Enter the dollar amount, rounded to the nearest dollar, received by the recipient.
 4 & 5. Contact Person/Phone: Enter the name and telephone number of the person with knowledge of the award and the recipient's implementation of Section 3.
 6. Reporting Period: Indicate the time period (months and year) this report covers.
 7. Date Report Submitted: Enter the appropriate date.

Submit one (1) copy of this report to the HUD Headquarters Office of Fair Housing and Equal Opportunity, at the same time the performance report is submitted to the program office. The Section 3 report is submitted by January 10. Include only contracts executed during the period specified in item 8. PHAs/HAs are to report all contracts/subcontracts.
 * The terms "low-income persons" and "very low-income persons" have the same meanings given the terms in section 3 (b) (2) of the United States Housing Act of 1937. Low-income persons mean families (including single persons) whose incomes do not exceed 80 percent of the median income for the area, as determined by the Secretary, with adjustments for smaller and larger families, except that low-income families (including single persons) whose incomes do not exceed 50 percent of the median family income area, as determined by the Secretary with adjustments for smaller and larger families, except that the Secretary may establish income ceilings higher or lower than 80 percent of the median for the area on the basis of the Secretary's findings that variations are necessary because of prevailing levels of construction costs or unusually high- or low-income families. Very low-income persons mean low-income families (including single persons) whose incomes do not exceed 50 percent of the median family income area, as determined by the Secretary with adjustments for smaller and larger families, except that the Secretary may establish income ceilings higher or lower than 80 percent of the median for the area on the basis of the Secretary's findings that such variations are necessary because of unusually high or low family incomes.

Harris County Community Services Department
Office of Housing and Community Development
HUD Entitlement Funds
October 1, 2012 to February 2014

	Employee	Hire Date	Job Category	Division	Comment
1	Paula Adams	1/27/2014	Professional	2896	Not working previous to employment with CSD
2	Buernorkie Akins	7/1/2013	Professional	2896	Not working previous to employment with CSD
3	Devin Baptiste	7/15/2013	Technician	2895	Not working previous to employment with CSD
4	Victoria Bennett	4/7/2014	Professional	2896	Not working previous to employment with CSD
5	Ronnetta Blount	4/21/2014	Professional	2896	
6	Felicia Boulware	8/26/2013	Professional	2895	Not working previous to employment with CSD
7	Rhonneceyia Braden	11/4/2013	Professional	2895	
8	Elena Casella	7/29/2013	Professional	2896	
9	Jessica Chapa	8/12/2013	Professional	2895	
10	Jody Dawson	11/5/2012	Professional	2896	
11	John Dayter	4/15/2013	Professional	2897	
12	Stephen Gonzalez	8/26/2013	Professional	2896	Not working previous to employment with CSD
13	Claudia Harris	10/7/2013	Office/Clerical	2895	
14	Ebony Love	8/14/2013	Professional	2895	
15	Rene Martinez	3/18/2013	Professional	2895	
16	Eustus Massicott	5/6/2013	Professional	2896	Not working previous to employment with CSD
17	Erica Smith	8/12/2013	Office/Clerical	2895	Not working previous to employment with CSD
18	Candice Stevens	3/10/2014	Technician	2895	
19	Mamie Tindall	6/17/2013	Office/Clerical	2895	
20	Steve Xiong	9/30/2013	Professional	2895	

HARRIS COUNTY COMMUNITY SERVICES DEPARTMENT
 Grants Management - PFI: Section 3 Annual Report

Program Year 2013
 March 1, 2013 - February 28, 2014

Project Number	Project Name	PY 2013 HOME	Design Contract Award Date in PY2013	Design Contract Award in PY2013	Construction Contract Award Date in PY2013	Construction Contract Award in PY2013
4202, 2013-0040	Retreat at Westlock Project	\$1,133,000.00	NA	NA		
3995, 2012-0030	Temenos Place Apartments II Project*		NA	NA	11/26/13	\$6,850,000.00
TOTAL		\$1,133,000.00		\$0.00		\$6,850,000.00

Methodology:

Report the HOME award amount for each approved project for the reporting Program Year.

Report the contract amounts for each contract (design, construction) awarded during the reporting Program Year. For prior year projects for which the HOME award amount has been previously reported, only report the contract amounts generated during the reporting Program Year.

* Under Temenos Place Apartments II Project three (3) Section 3 subcontractors awarded contracts for a total amount of \$1,681,000.00.