## Section 3 Compliance

## Monthly Activity Reporting

This form is required to be submitted no later than 15 days after the close of the reporting month.

| Name       Project Name         Address       Contract Amount         Contact Person       Phone #         Total Labor Hours       0.00       Percentage       Benchmark         Section 3       0.00       0.00%       25%         Section 3 Target       0.00       0.00%       5%         Worker Hours       0.00       0.00%       5%         Section 3 Target       0.00       0.00%       5%         Worker Hours       0.00       0.00%       5%         Section 3 Target       0.00       0.00%       5%         Check here if this is the final reporting month. Totals and percentages are final.       If current percentages are not equal to or greater than the benchmarks, please indicate efforts utilized to attract Section 3 Workers and Section 3 Target Workers. Check all that apply.       Outreach efforts to generate job applicants who are Public Housing Targeted Workers         Outreach efforts to generate job applicants who are Other Funding Targeted Workers       Direct, on-the-job training (including apprenticeships)         Indirect training such as arranging for, contracting for, or paying tuition for, off-site training       <  |   | Reporting Period   |  |   |   |           |  |
|---|---|--|--|---|---|-----------|--|
| Contact Person       Previous Total       This Month       Total         Total Labor Hours       0.00       Percentage       Benchmark         Section 3       0.00       0.00%       25%         Section 3 Target       0.00       0.00%       5%         Worker Hours       0.00       0.00%       5%         Section 3 Target       0.00       0.00%       5%         Worker Hours       0.00       0.00%       5%         Check here if this is the final reporting month. Totals and percentages are final.       If current percentages are not equal to or greater than the benchmarks, please indicate efforts utilized to attract Section 3 Workers and Section 3 Target Workers. Check all that apply.         Outreach efforts to generate job applicants who are Public Housing Targeted Workers       Outreach efforts to generate job applicants who are Other Funding Targeted Workers         Direct, on-the-job training (including apprenticeships)       Indirect training such as arranging for, contracting for, or paying tuition for, off-site training         Checknet efforts to identify and secure bids from Section Business Concerns       Gutreach efforts to identify and secure bids from Section Business Concerns         Outreach efforts to identify and secure bids from Section Business Concerns       Division of contracts into smaller jobs to facilitate participation by Section 3 Business Concerns | Name  |  |  | Project Name  |   |           |  |
| Previous Total         This Month         Total           Total Labor Hours         0.00         Percentage         Benchmark           Section 3         0.00         0.00%         25%           Worker Hours         0.00         0.00%         5%           Section 3 Target         0.00         0.00%         5%           Check here if this is the final reporting month. Totals and percentages are final.         If current percentages are not equal to or greater than the benchmarks, please indicate efforts utilized to attract Section 3 Workers and Section 3 Target Workers. Check all that apply.         Outreach efforts to generate job applicants who are Public Housing Targeted Workers           Outreach efforts to generate job applicants who are Other Funding Targeted Workers         Direct, on-the-job training (including apprenticeships)         Indirect training such as arranging for, contracting for, or paying tuition for, off-site training           Technical assistance to help Section 3 workers compete for jobs (e.g. resume assistance, coaching)         Outreach efforts to identify and secure bids from Section Business Concerns           Technical assistance to help Section 3 business concerns understand and bid on contracts         Division of contracts into smaller jobs to facilitate participation by Section 3 Business Concerns  | Address   |  |  | Contract Amount   |   |           |  |
| Total Labor Hours       0.00       Percentage       Benchmark         Section 3       0.00       0.00%       25%         Section 3 Target       0.00       0.00%       5%         Worker Hours       0.00       0.00%       5%         Check here if this is the final reporting month. Totals and percentages are final.       If current percentages are not equal to or greater than the benchmarks, please indicate efforts utilized to attract Section 3 Workers and Section 3 Target Workers. Check all that apply.         Outreach efforts to generate job applicants who are Public Housing Targeted Workers       Outreach efforts to generate job applicants who are Other Funding Targeted Workers         Direct, on-the-job training (including apprenticeships)       Indirect training such as arranging for, contracting for, or paying tuition for, off-site training         Technical assistance to help Section 3 workers compete for jobs (e.g. resume assistance, coaching)       Outreach efforts to identify and secure bids from Section Business Concerns         Technical assistance to help Section 3 business concerns understand and bid on contracts       Division of contracts into smaller jobs to facilitate participation by Section 3 Business Concerns  | Contact Person  |  | Phor   | ne #  |   |           |  |
| Section 3<br>Worker Hours         0.00         Percentage         Benchmark           Section 3 Target<br>Worker Hours         0.00         0.00%         25%           Section 3 Target<br>Worker Hours         0.00         0.00%         5%           Check here if this is the final reporting month. Totals and percentages are final.         If current percentages are not equal to or greater than the benchmarks, please indicate efforts utilized to attract Section<br>3 Workers and Section 3 Target Workers. Check all that apply.         Outreach efforts to generate job applicants who are Public Housing Targeted Workers           Outreach efforts to generate job applicants who are Other Funding Targeted Workers         Direct, on-the-job training (including apprenticeships)         Indirect training such as arranging for, contracting for, or paying tuition for, off-site training           Outreach efforts to identify and secure bids from Section Business Concerns         Technical assistance to help Section 3 business concerns understand and bid on contracts           Outreach efforts to identify and secure bids from Section Business Concerns         Division of contracts into smaller jobs to facilitate participation by Section 3 Business Concerns  |   | Previous Total   | This Month   | Total   |   |           |  |
| Worker Hours       0.00       0.00%       25%         Section 3 Target<br>Worker Hours       0.00       0.00%       5%         Check here if this is the final reporting month. Totals and percentages are final.       If current percentages are not equal to or greater than the benchmarks, please indicate efforts utilized to attract Section 3 Workers and Section 3 Target Workers. Check all that apply.       If current percentages are not equal to or greater than the benchmarks, please indicate efforts utilized to attract Section 3 Workers and Section 3 Target Workers. Check all that apply.         Outreach efforts to generate job applicants who are Public Housing Targeted Workers       Outreach efforts to generate job applicants who are Other Funding Targeted Workers         Direct, on-the-job training (including apprenticeships)       Indirect training such as arranging for, contracting for, or paying tuition for, off-site training         Outreach efforts to identify and secure bids from Section Business Concerns       Outreach efforts to identify and secure bids from Section Business Concerns         Outreach efforts to identify and secure bids from Section Business Concerns       Division of contracts into smaller jobs to facilitate participation by Section 3 Business Concerns  | Total Labor Hours   |  |  | 0.00  | Percentage  | Benchmark |  |
| Worker Hours       0.00       0.00%       5%         Check here if this is the final reporting month. Totals and percentages are final.       If current percentages are not equal to or greater than the benchmarks, please indicate efforts utilized to attract Section 3 Workers and Section 3 Target Workers. Check all that apply.       Outreach efforts to generate job applicants who are Public Housing Targeted Workers         Outreach efforts to generate job applicants who are Other Funding Targeted Workers       Direct, on-the-job training (including apprenticeships)         Indirect training such as arranging for, contracting for, or paying tuition for, off-site training       Technical assistance to help Section 3 workers compete for jobs (e.g. resume assistance, coaching)         Outreach efforts to identify and secure bids from Section Business Concerns       Technical assistance to help Section 3 business concerns understand and bid on contracts         Division of contracts into smaller jobs to facilitate participation by Section 3 Business Concerns  |   |  |  | 0.00  | 0.00%   | 25%       |  |
| If current percentages are not equal to or greater than the benchmarks, please indicate efforts utilized to attract Section 3 Workers and Section 3 Target Workers. Check all that apply.  Outreach efforts to generate job applicants who are Public Housing Targeted Workers Outreach efforts to generate job applicants who are Other Funding Targeted Workers Direct, on-the-job training (including apprenticeships) Indirect training such as arranging for, contracting for, or paying tuition for, off-site training Technical assistance to help Section 3 workers compete for jobs (e.g. resume assistance, coaching) Outreach efforts to identify and secure bids from Section Business Concerns Division of contracts into smaller jobs to facilitate participation by Section 3 Business Concerns  | -   |  |  | 0.00  | 0.00%   | 5%        |  |
| for interviews, finding job opportunities, connecting residents to job placement services   | If current percentage<br>3 Workers and Section<br>Outreach eff<br>Outreach eff<br>Direct, on-th<br>Indirect train<br>Technical ass<br>Outreach eff<br>Outreach eff<br>Division of co<br>For interview | es are not equal to o<br>on 3 Target Workers<br>orts to generate job<br>orts to generate job<br>e-job training (includ<br>ing such as arrangin<br>sistance to help Sect<br>orts to identify and a<br>sistance to help Sect<br>ontracts into smaller<br>connected residents<br>is, finding job opport | r greater than the be<br>. Check all that apply<br>applicants who are<br>applicants who are<br>ding apprenticeships<br>of for, contracting for<br>ion 3 workers compe<br>secure bids from Sec<br>ion 3 business conce<br>jobs to facilitate par<br>with assistance in se | enchmarks, please ind<br>Public Housing Targeto<br>Other Funding Targeto<br>)<br>r, or paying tuition for<br>ete for jobs (e.g. resun<br>tion Business Concerr<br>rns understand and bi<br>rticipation by Section a<br>eeking employment in | icate efforts utilized<br>ed Workers<br>ed Workers<br>, off-site training<br>ne assistance, coach<br>is<br>id on contracts<br>3 Business Concerns<br>cluding: drafting rest | ing)      |  |

| Provided or connected residents with supportive services that can provide direct services or referrals  |
|---|
| Provided or connected residents with supportive services that provide one or more of the following: work readiness health screenings, interview clothing, uniforms, test fees, transportation |
| Assisted residents with finding childcare   |
| Assisted residents to apply for/or attend community college or a four-year educational institution  |
| Assisted residents to apply for/or attend vocational/technical training   |
| Assisted residents to obtain financial literacy training and/or coaching  |
| Bonding assistance, guaranties, or other efforts to support viable bids from Section 3 Business Concerns Provided or connected residents with training on computer use or online technologies |
| Other. Specify:   |

I certify that the above information is true, correct, and that it abides by all relevant federal policies and City of San Antonio rules and regulations governing the management of grant-funded projects. I also certify that all records related to certification of Section 3 workers, Section 3 Target Workers, and Section 3 Business Concerns are being retained for the applicable retention period. Records related to how any efforts to attract additional Section 3 workers and/or businesses will also be retained for the applicable retention period.

Signature

Date