

SECTION 3 RESOLUTION
AND
GRANTEE SECTION 3 ACTION PLAN
City of Oxford



SECTION 3 PLAN RESOLUTION

City of Oxford

WHEREAS, the City of Oxford has been awarded a Community Development Block Grant (CDBG) for 2013 funding from the Mississippi Development Authority, and by virtue of this award, the City of Oxford is required by the Mississippi Development Authority and Section 3 of the Housing and Urban Development Act of 1968 to adopt a Section 3 Plan; and

WHEREAS, the Section 3 Plan is intended to ensure, to the greatest extent feasible, that training and employment opportunities generated by the U.S. Department of Housing and Urban Development projects be given to low income residents of the Section 3 project area and that contracts for work in connection with this project be awarded to qualified Section 3 Business Concerns.

WHEREAS, it is the intention of the City of Oxford to implement its Community Development Block Grant (CDBG) projects in accordance with all program regulations including the said Section 3 requirements.

NOW, THEREFORE, BE IT RESOLVED that the City of Oxford adopts the Community Development Block Grant (CDBG) Section 3 Plan, which is attached hereto as "Attachment A" and made a part hereof.

ADOPTED this the ____ day of _____, 2014.

City of Oxford, Mississippi

ATTEST:

CITY CLERK

BY: _____
MAYOR



CITY OF OXFORD - GRANTEE SECTION 3 ACTION PLAN

The *City of Oxford* agrees to develop local procedures designed to implement the following steps to increase opportunities for training and employment for lower income residents of the Section 3 covered area, *City of Oxford*, and increase the utilization of business concerns within the Section 3 covered area, *City of Oxford*, or owned by Section 3 area residents.

A. To identify projected employment, training and contracting opportunities as the recipient of federal funds and to facilitate the training and employment of Section 3 residents and contracting with Section 3 businesses.

B. To recruit Section 3 residents for available opportunities through: local advertising media; posted signs; community organizations and public and private institutions operating within or serving the project area.

C. To identify eligible business concerns for federal funded contracts through: the Chamber of Commerce, business associations, and local advertising media including newspapers; public signage; citizen advisory boards; and all other appropriate referral sources.

D. To maintain a list of eligible business concerns for utilization in federally funded procurements, to notify appropriate project area business concerns of pending contractual opportunities, and to make available this list for procurement needs.

E. To require all bidders on contracts to submit a written Section 3 Hiring and Business Utilization Plan and to require the contractor to submit reports to document actual accomplishments.

F. To include Section 3 information in procurement solicitations, incorporate Section 3 clauses in contractual documents, and review Section 3 information at the preconstruction conference and then monitor contractor compliance.

G. To maintain records, including copies of correspondence, memoranda, reports, contracts, etc., which document that the above action steps have been taken and any barriers encountered. To submit reports on accomplishments as required.

H. To designate a local government official to coordinate implementation of this Section 3 Plan.

I. To the extent feasible, additional affirmative steps will be taken to encourage and utilize Section 3 residents and businesses and to reach employment, training and contracting goals.

As the chief local official, I have read and fully agree to this Section 3 Action Plan and agree to actively pursue full implementation of this program.

Mayor

Date

