

SECTION 3 WORKER AND TARGETED WORKER APPLICATION

Completed applications should be submitted to:

Haywood County
Attn: Section 3 Program
215 N Main Street
Annex-Suite C
Waynesville, NC 28786

If you have any questions on the application process

Please contact the Section 3 Program
828.356.2638 and
hannah.whitie@haywoodcountync.gov

Haywood County
Section 3 Worker and Targeted Worker Application

Name _____

Physical Address _____

City, State, Zip _____

Mailing Address, if different _____

City, State, Zip _____

Telephone Number, including area code _____

Email _____

I qualify as a Section 3 worker or Targeted Section 3 worker because (choose one):

- I am employed by a Section 3 business concern.
(Attach proof of employment such as a current pay stub.)
- I have completed a YouthBuild program within the past twelve (12) months or I am a current Youthbuild participant.
(Attach a copy of your certificate of completion or documentation of Youthbuild participation.)
- My income is below 80% of the Area Median Income for a household size of one for the area in which I reside.
(Attach proof of income such as most recent W-2, recent paystubs and/or proof of public assistance OR complete the Zero Income Statement on Page 5 of this application.)
- I reside within one mile of the Section 3 project or, if fewer than 5,000 people live within one mile of a Section 3 project, within a circle centered on the Section 3 project that is sufficient to encompass a population of 5,000 people according to the most recent U.S. Census.
(Attach proof of residency.)

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Fields of Experience and Interest

If you have skills in a particular area and you are interested in working in that field, please check the "Interest" box and provide your length of experience.

Construction-Related Services	Interest	Length of Experience	Non-Construction/Post-Construction Services	Interest	Length of Experience
Architecture			Appraisal Services		
Bricklaying			Archeology		
Carpentry			Building Inspection Services		
Cement/Masonry			Building Maintenance		
Demolition			Catering		
Drywall			Computers/IT		
Electrical			Courier Services		
Elevator Construction			Engineering		
Engineering			Janitorial		
Environmental Services			Landscaping		
Fencing			Legal Services		
Flooring Installation			Management Consulting		
Heating			Marketing/Photography		
Insulation/Siding			Printing		
Iron Works			Real Estate Services		
Landscaping			Security		
Machine Operation			Surveying Services		
Painting			Transportation		
Plastering			Other:		
Plumbing			Other:		
Roofing			Other:		

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Required Documents

Submit the following with this application:

- Proof of Identity (a photo ID: state-issued, college, employee badges are all accepted)
- Proof of Address if qualifying based on residency (a piece of official mail such as a utility bill, paycheck stub or government document with your current address on it)
- Income Documentation for last 30 days (most recent W-2, paystubs, Social Security/SSI/SSDI income statement, unemployment statement, worker’s comp award letter, and any other item which would be considered cash income). Non-cash items like food stamps are not needed.
- Zero-income statement (if applicable)

Applicant Certification

I understand that Section 3 Resident certifications are valid for up to five (5) years. It is my responsibility to contact the office that holds my certification in order to update my contact information and my qualifications, or if I no longer wish to be a certified Section 3 Resident.

I understand that a Section 3 Resident certification is not an offer of employment. By signing this document, I give Haywood County permission to place my contact information on a list to be shared with businesses and community partners when they are hiring for Section 3 covered projects in the area. I may or may not be contacted about a position. If contacted, I will have to undergo the job application or interview process of that potential employer. If selected, I agree to comply with all federal and local reporting requirements.

I understand that a more detailed review of my information may be requested for any reason. I affirm that the information I provided was true to the best of my knowledge and belief, and that I have not withheld information in order to obtain certification. I further understand that if I have failed to provide truthful information, or to provide all information, I will be removed from the certification list and will not be able to reapply for one (1) year.

Signature of Applicant _____ Date _____

<p><u>FOR INTERNAL USE ONLY</u></p> <p>Date Application Received: _____ Reviewed by: _____ Date: _____</p> <p>Applicant qualifies as <input type="checkbox"/> Section 3 Worker <input type="checkbox"/> Targeted Section 3 Worker <input type="checkbox"/> Does not qualify for Section 3</p>
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Exhibit A: Zero Income Statement:

If you have no income, complete this section. If homeless, attach a letter from the shelter where you receive assistance, regardless of the type of assistance you receive.

I, _____, certify that I have no income. I understand this means wages from work, unemployment, TANF, SSI/SSDI, Social Security, or any other program that I would receive a cash payment from.

The reason I am able to survive with no income is because (choose one):

I am currently homeless. I am able to meet my basic needs by doing the following:

I am living with someone not in my household who provides me with support.

Their name is: _____

Their telephone number/email is: _____

Their relationship to me is (mother, uncle, friend, etc.): _____

To be filled out by the supporting party: How do you provide support to the applicant? Provide approximate cash amounts for all major expenses (\$50 or more). *Example: "I pay \$500 in rent; I spend \$200 on food that he/she shares with me", etc.:* _____

Signature of Supporting Party: _____ Date: _____

Signature of Applicant: _____ Date: _____