

**Illustration 1**  
Subrecipient Summary Information Sheet

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 Subrecipient

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 Grant Number

All Subrecipients must complete sections 1-6. Subrecipients whose projects will be administered in whole or in part by other entities must complete

**1. PROJECT DIRECTOR**
**2. AUTHORIZED OFFICIAL /  
ENVIRONMENTAL CERTIFYING OFFICER**


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 Name

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 Name

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 Title

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 Title

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 Agency

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 Unit of Government

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 Street Address

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 Street Address

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City	State	Zip Code
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City	State	Zip Code
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Phone	Fax
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Phone	Fax
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 Email Address

Enter the name and address of Project Director. If Project Director is not an employee of the Subrecipient, but is an employee of a separate implementing agency, please complete section 7.

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 Email Address

Enter the name and address of the individual designated as authorized official on the Subrecipient's Resolution of Sponsorship. This individual will also certify compliance with environmental laws and regulations.

**3. FINANCIAL OFFICER**

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Name

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Title

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Agency

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Street Address

---

City State Zip Code

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Phone Fax

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Email Address

Enter the name and address of the Financial Officer.

**4. FH/EO OFFICER**

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Name

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Title

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Unit of Government

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Street Address

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City State Zip Code

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Phone Fax

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Email Address

Enter the name and address of the person designated as FHEO/CEO Officer.

**5. LABOR STANDARDS OFFICER**

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Name

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Title

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Unit of Government

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Street Address

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City State Zip Code

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Phone Fax

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Email Address

Enter the name and address of the person designated as Labor Standards Officer.

**6. ENVIROMENTAL COORDINATOR**

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Name

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Title

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Agency

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Street Address

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City State Zip Code

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Phone Fax

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Email Address

Enter name and address of individual designated to coordinate the Environmental Review.

**7. IMPLEMENTING AGENCY  
(Other than Subrecipient)**

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Name

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Title

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Agency

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Street Address

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City State Zip Code

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Phone Fax

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Email Address

Enter the name and address of the Financial Officer.

**8. REHABILITATION SPECIALIST  
(Inspections, energy audits, other)**

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Name

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Title

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Agency

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Street Address

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City State Zip Code

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Phone Fax

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Email Address

Enter the name and address of the person designated as FHEO/CEO Officer.

**Illustration 2**  
Community FHEO Summary Sheet

Locality	Type of Government
Prepared by	Date

**Chief Executives**


**Council or Board Representatives**

Name District (*if minority or female)	Represented (*if LMI dominant)

**Community Development**

What department is responsible for community and economic development in the community?

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Name of Director: \_\_\_\_\_ Telephone Number: \_\_\_\_\_  
How does the community encourage citizen participation?

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**Community Organizations**

List organizations with active interest in community development:

Organization Name	Contact	Address and Telephone Number

**Community Population Characteristics**

Individuals	Total	Male	Female	Over 65		
				Total	Male	Female
Total						
Minority						
Non-minority						

Race Category	Total Number	Number Hispanic
White		
Black/African American		
Asian		
American Indian/Alaskan Native		
Native Hawaiian/Other Pacific Islander		
American Indian/Alaskan Native and White		
Asian & White		
Black/African American & White		
American Indian/Alaskan Native and Black/African American		
Other Multi-Racial		

**Household Characteristics**

Category		Total Units	LMI	Minority	Female Head of Household	Over 65	Person with Disability
Number of Units	Owner						
	Renter						
Target Area(s) (if different)	Renter						
	Owner						

**Affirmative Action**

Does the community have an Affirmative Action Officer?  Yes  No

Name: \_\_\_\_\_ Telephone Number: \_\_\_\_\_

Does the community have a Human Rights Commission?  Yes  No

Name: \_\_\_\_\_ Telephone Number: \_\_\_\_\_

Does the community have an Affirmative Action Plan?  Yes  No

Does the community have written employment and personnel policies?  Yes  No

Are equal opportunity guidelines followed in advertising vacancies?  Yes  No

Does the community maintain employment data sufficiently detailed to allow assessment of composition of employees by:

- Sex  Yes  No
- Race  Yes  No
- Disability Status  Yes  No
- National Origin  Yes  No

Does the employment data indicate possible deficiencies in providing employment opportunities to any group?  Yes  No

If yes, explain:

Have any equal employment opportunity complaints been filed against the community?

Yes  No

If yes, explain:

**Fair Housing**

Has the community conducted an analysis to identify barriers/impediments to fair housing choices?

Yes  No

If no, Subrecipients will conduct the analysis of impediments or they may adopt Minnesota Housing's. – Attach comments and analysis of impediments or intent to adopt Minnesota Housing's analysis of impediments for the 7-county metro area.

Did the analysis include a review of :

- Demographics  Yes  No
- Zoning/planning issues  Yes  No
- Housing patterns based on race, disability, etc.  Yes  No
- Lending and property insurance practices  Yes  No
- Housing supply/shortages  Yes  No
- Number and types of complaints  Yes  No
- Other  Yes  No

Did the analysis reveal barriers/impediments to fair housing choices in the community?

Yes  No

If yes, explain and describe actions taken or proposed to remove the identified barriers/impediments:

Have any housing complaints been filed against the community?  Yes  No

**Low Income/Publicly-Assisted Housing**

How many units of low income housing are in the community? \_\_\_\_\_

Number of family units \_\_\_\_\_ Number of elderly units \_\_\_\_\_ Section 8 Certs/vouchers \_\_\_\_\_

Name of government unit responsible for administering publicly-assisted housing programs:

Unit \_\_\_\_\_ Contact Person \_\_\_\_\_

Telephone Number \_\_\_\_\_

**Illustration 3**  
Uniform Administrative Requirements  
(24 CR 85.36(e))  
Excerpt on M/WBE Contracting

Contracting with small and minority firms, women's business enterprise and labor surplus area firms.

1. The Subrecipient and Subrecipient will take all necessary affirmative steps to assure that minority firms, women's business enterprises, and labor surplus area firms are used when possible.
2. Affirmative steps shall include:
  - a. Placing qualified small and minority businesses and women's business enterprises on solicitation lists;
  - b. Assuring that small and minority businesses, and women's business enterprises are solicited whenever they are potential sources;
  - c. Dividing total requirements, when economically feasible, into smaller tasks or quantities to permit maximum participation by small and minority business, and women business enterprises;
  - d. Establishing delivery schedules, where the requirement permits, which encourage participation by small and minority business, and women's business enterprises;
  - e. Using the services and assistance of the Small Business Administration, and the Minority Business Development Agency of the Department of Commerce; and
  - f. Requiring the prime contractor, if subcontracts are to be let, to take the affirmative steps listed in paragraphs (E)(2)(a) through (e) of this section.

#### Illustration 4

#### Sources of Information on Minority and Women Business Enterprises

##### **Minnesota Chippewa Tribe**

##### **Minnesota Directory of Indian Owned Businesses**

Contact: Stephen Turner

Cost: Free

The Minnesota Chippewa Tribe

Native American Business Development Center  
clients)

(Note: Geared toward technical assistance for

P.O. Box 217

Cass Lake, MN 56633

(218) 547-2676 or 1-888-547-7072

Web Page: [www.paulbunyan.net](http://www.paulbunyan.net)

##### **Metropolitan Economic Development Association**

##### **Minnesota Minority Supplier**

##### **Development Council. Client Directory**

Contact: MEDA

Cost: Free

250 South 2nd Street

Minneapolis, MN 55401

(612) 332-6332

(Note: All listings are verified and certified  
as minority-owned businesses

##### **Minneapolis Civil Rights Department: Small Business Enterprise Directory**

##### **(11 County Metro Area - from past certifying programs)**

Contact: Alice Gentry

Cost: No Charge

Room 239

City Hall

Minneapolis, MN 55415-1371

(612) 673-2272

(Note: No longer a certifying program for  
women/minority owned businesses; listings are  
from previous certifying programs.)

##### **Minnesota Department of Administration, Small Business Procurement Program**

##### **Directory of Economically Disadvantaged Businesses**

Contact: Wendy VanKuyk

Cost: Directory free to agencies only. List of  
certified targeted group construction  
industries free on request.

Vendor Management Specialist

Materials Management Division

112 State Administration Building

50 Sherburne Avenue

St. Paul, MN 55155

(651) 297-4412

Web Page: [www.mmd.admin.state.mn.us](http://www.mmd.admin.state.mn.us)

E-Mail: [wendy.vankuyk@state.mn.us](mailto:wendy.vankuyk@state.mn.us)

**Diversity Information Resources, Inc. National Minority Business Directory, Minneapolis, MN  
(published annually)**

Contact: Leslie Bonds, Director  
2105 Central Avenue NE  
Minneapolis, MN 55418  
(612) 781-6819  
Fax: (612) 781-0109  
E-Mail: [info@diversityinforesources.com](mailto:info@diversityinforesources.com)  
[www.diversityinforesources.com](http://www.diversityinforesources.com)

Cost: \$110 includes postage and handling  
contains Diversity Information Resources  
\$210, 7,700 firms, 84 categories  
Available on disk  
(Note: Directory is annotated; TRY US reports  
certifications of 51 percent minority owned and  
controlled businesses, and offers 2-day minority  
purchasing seminars around country)

**U.S. Small Business Administration  
Procurement Automated Source System (PASS), Washington, D.C. (updated continuously)**

Contact: SBA Chicago District Office  
500 West Madison Street, Suite 1250  
Chicago, IL 60661-2511  
(312) 353-4503  
Fax: (312) 353-3426  
PASS Hotline: 1-800-231-7277

Cost: Free, prefer written request

**Minnesota Department of Transportation, Office of Equal Employment Opportunity  
Contract Management**

Contact: Keith Baker, Assistant Director  
MnDOT, EEOCM  
395 John Ireland Boulevard  
St. Paul, MN 55101  
(651) 297-1869  
<https://www.dot.state.mn.us/civilrights/eo-workforce.html>

**Association of Women Contractors**

Contact: Barb Lau Christensen, Executive Director  
867 Pierce Butler Route  
St. Paul, MN 55104  
Phone: 651-489-2221  
Fax: 651-489-0213  
Email: [awcmn@awcmn.org](mailto:awcmn@awcmn.org)

### Illustration 5

#### What Should Your Fair Housing/Equal Opportunity File Contain?

- Community FHEO Summary Sheet
- Application Data - Number of applications taken by activity
- Beneficiary Data - Direct and indirect by Race/Ethnic/Gender, Handicap Characteristics
- Documentation of efforts to recruit small, minority, and women owned businesses
- Evidence of orders for equal opportunity posters and location of posters
- Copy of community's written affirmative action plan, if applicable
- Copy of personnel policies which contain EO policies
- Evidence that community identifies itself as an equal opportunity employer when advertising (e.g., copies of ads)
- Copies of contracts which contain equal opportunity and Section 3 language, or evidence that NSP contracts contain language
- Evidence that community procures work and supplies locally whenever possible
- Evidence that community has taken steps to assist communication and/or participation for those who have hearing, speech, vision or other impairments
- Documentation of actions taken to affirmatively further fair housing (such as, conducting a housing fair, sending information to lenders, realtors, etc.) including the Fair Housing Plan of Action
- For new construction (rental or owner) and rental rehabilitation projects, an affirmative marketing plan

**Illustration 6**  
Section 3 Survey

1. Name of Contractor/Subcontractor: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone Number: \_\_\_\_\_

2. Contract Amount: \$ \_\_\_\_\_

A Section 3 contractor is a business that (1) One that is 51% or more owned by Section 3 residents;\* or (2) One where at least 30% of its full time, permanent employees are or within three years of hire were Section 3 residents; or (3) One that provides evidence of commitment to subcontract in excess of 25% of the dollar/contract award to businesses that meet Section 3 eligibility (of 1 or 2 above).

\* A Section 3 resident is a public housing resident or an individual who lives in the County in which the Section 3 project is located and who is low and moderate income.

3. Based on this definition, are you a Section 3 contractor or subcontractor?  Yes  No

4. If yes, what is the Race/Ethnic/Gender of the business owner(s)?

- |   |  |
|---|--|
| <input type="checkbox"/> White                                  | <input type="checkbox"/> American Indian/Alaskan Native & White                  |
| <input type="checkbox"/> Black/African American                 | <input type="checkbox"/> Asian & White   |
| <input type="checkbox"/> Asian                                  | <input type="checkbox"/> Black/African American & White                          |
| <input type="checkbox"/> American Indian/Alaskan Native         | <input type="checkbox"/> American Indian/Alaskan Native & Black/African American |
| <input type="checkbox"/> Native Hawaiian/Other Pacific Islander | <input type="checkbox"/> Other Multi-Racial                                      |

In addition to the above race classification, is (are) the owner(s) also Hispanic?  Yes  No

5. Total number of new hires by job category due to the project.

Number of New Hires

\_\_\_\_\_ Professional

\_\_\_\_\_ Technician

\_\_\_\_\_ Office/Clerical

\_\_\_\_\_ Other, please specify \_\_\_\_\_

6. Total number of new hires (employees and trainees) that are Section 3 in the County in which the project is located.

\_\_\_\_\_ Employees

\_\_\_\_\_ Trainees



### Illustration 7

#### Standard Federal Equal Employment Opportunity Construction Contract Specifications (Executive Order 11246)

1. As used in these specifications:
  - a. Covered area” means the geographical area described in the solicitation from which this contract resulted;
  - b. “Director” means Director, Office of Federal Contract Compliance Program, United States Department of Labor, or any person to whom the Director delegates authority;
  - c. “Employer identification number” means the Federal Social Security Number used on the Employer’s quarterly Federal Tax Return, U.S. Treasury Department Form 94 1.
  - d. “Minority: includes:
    - i. Black (all persons having origins in any of the Black African racial groups not of Hispanic origin);
    - ii. Hispanic (all persons of Mexican, Puerto Rican, Cuban, Central or South America or other Spanish Culture or origin, regardless of race);
    - iii. Asian and Pacific Islander (all persons having origins in any of the original peoples of the Far East, Southeast Asia, the Indian Subcontinent, or the Pacific Islands); and
    - iv. American Indian or Alaskan Native (all groups having origins in any of the original peoples of North American and maintaining identifiable tribal affiliations through membership and participation or community identification).
2. Whenever the Contractor, or any Subcontractor at any tier, subcontracts a portion of the work involving any construction trade, it shall physically include in each subcontract in excess of \$10,000, the provisions of these specifications and the Notice which contains that applicable goals for minority and female participation and which is set forth in the solicitations from which the contract resulted.
3. If the Contractor is participating (pursuant to 41 CFR 60-4.5) in a Hometown Plan approved by the U.S. Department of Labor in the covered area either individually or through an association, its affirmative action obligations on all work in the Plan area (including goals and timetables) shall be in accordance with the Plan for those trades which have unions participating in the Plan. Contractors must be able to demonstrate their participation in and compliance with the provisions of any such Hometown Plan. Each Contractor or Subcontractor participating in an approved Plan is individually required to comply with its obligations goal under the Plan in each trade in which it has employees. The overall good faith performance by other Contractors or Subcontractors toward a goal in an approved Plan does not excuse any covered Contractor’s or Subcontractor’s failure to take good faith efforts to achieve the Plan goals and timetables.
4. The Contractor shall implement the specific affirmative action standards provided in paragraphs 7 a through p of these specifications. The goals set forth in the solicitation from which this contract resulted are expressed as percentages of the total hours of employment and training of minority and female utilization the Contractor should reasonably be able to achieve in each construction trade in which it has employees in the covered area. Covered Construction contractors performing construction work in geographical areas where they do not have a Federal or federally assisted construction contract shall apply the minority and female goals established for the geographical area where the work is being performed. Goals are published periodically in the Federal Register in notice form, and such notices may be obtained from any Office of Federal Contract Compliance Programs or from Federal procurement contracting

officers. The contractor is expected to make substantially uniform progress toward meeting its goals in each craft during the period specified.

5. Neither the provisions of any collective bargaining agreement, nor the failure by a union with whom the Contractor has a collective bargaining agreement, to refer either minorities or women shall excuse the Contractor's obligations under these specifications, Executive Order 11246, or the regulations promulgated pursuant thereto.
6. In order for the nonworking training hours of apprentices and trainees to be counted in meeting the goals, apprentices and trainees must be employed by the Contractor during the training period, and the Contractor must have made a commitment to employ the apprentices and trainees at the completion of their training, subject to the availability of employment opportunities. Trainees must be trained pursuant to training programs approved by the U.S. Department of Labor.
7. The Contractor shall take specific affirmative actions to ensure equal employment opportunity. The evaluation of the Contractor's compliance with these specifications shall be based upon its effort to achieve maximum results from its actions. The Contractor shall document these efforts fully, and shall implement affirmative action steps at least as extensive as the following:
  - a. Ensure and maintain a working environment free of harassment, intimidation, and coercion at all sites, and in all facilities at which the Contractor's employees are assigned to work. The Contractor, where possible, will assign two or more women to each construction project. The contractor shall specifically ensure that all foremen, superintendents, and other on-site supervisory personnel are aware of and carry out the Contractor's obligations to maintain such a working environment, with specific attention to minority or female individuals working at such sites or in such facilities.
  - b. Establish and maintain a current list of minority and female recruitment sources, provide written notification to minority and female recruitment sources and to community organizations when the Contractor or its unions have employment opportunities available, and maintain a record of the organization's responses.
  - c. Maintain a current file of the names, addresses and telephone numbers of each minority and female off-the-street applicant and minority and female referral from a union, a recruitment source or such individual. If such individual was sent to the union hiring hall for referral and was not referred back to the Contractor by the union or, if referred, not employed by the Contractor, this shall be documented in the file with the reason therefore, along with whatever additional actions the Contractor may have taken.
  - d. Provide immediate written notification to the Director when the union or unions with which the Contractor has a collective bargaining agreement has not referred to the Contractor a minority person or woman sent by the Contractor, or when the Contractor has other information that the union referral process had impeded the Contractor's efforts to meet its obligations.
  - e. Develop on-the-job training opportunities and/or participate in training programs for the area which expressly include minorities and women, including upgrading programs and apprenticeship and trainee programs relevant to the Contractor's employment needs, especially those programs funded or approved by the Department of Labor. The Contractor shall provide notice of these programs to the sources compiled under 7b above.
  - f. Disseminate the Contractor's EEO policy by providing notice of the policy to unions and training programs and requesting their cooperation in assisting the Contractor in meeting its EEO obligations; by including it in any policy manual and collective bargaining agreement; by publicizing it in the

company newspaper, annual report, etc.; specific review of the policy with all management personnel and with all minority and female employees at least once a year; and by posting the company EEO policy on bulletin boards accessible to all employees at each location where construction work is performed

- g. Review, at least annually, the company's EEO policy and affirmative action obligations under these specifications with all employees having any responsibility for hiring, assignment, layoff, termination, or their employment decisions, including specific review of these items with on-site supervisory personnel such as Superintendents, General Foreman, etc., prior to the initiation of construction work at any job site. A written record shall be made and maintained identifying the time and place of these meetings, persons attending, subject matter discussed, and disposition of the subject matter.
- h. Disseminate the Contractor's EEO policy externally by including it in any advertising in the news media, specifically including minority and female news media, and providing written notification to and discussing the Contractor's EEO policy with other Contractors and Subcontractors with whom the Contractor does or anticipates doing business.
- i. Direct its recruitment efforts, both oral and written, to minority, female, and community organizations, to schools with minority and female students and to minority and female recruitment and training organizations serving the Contractor's recruitment area and employment needs. Not later than one month prior to the date for the acceptance of the applications for apprenticeship or other training by any recruitment sources, the Contractor shall send written notification to organizations, such as the above, describing the openings, screening procedures, and tests to be used in the selection process.
- j. Encourage present minority and female employees to recruit other minority persons and women and, where reasonable, provide after school, summer and vacation employment to minority and female youth both on the site and in other areas of a Contractor's workforce.
- k. Validate all tests and other selection requirements where there is an obligation to do so under 41 CFR Part 60-3.
- l. Conduct, at least annually, an inventory and evaluation at least of all minority and female personnel for promotional opportunities and encourage these employees to seek or to prepare for, through appropriate training, etc., such opportunities.
- m. Ensure that seniority practices, job classification, work assignments, and other personnel practices, do not have a discriminatory effect by continually monitoring all personnel and employment related activities to ensure that the EEO policy and the Contractor's obligations under these specifications are being carried out.
- n. Ensure that all facilities and company activities are non-segregated except that separate or single-user toilet and necessary changing facilities shall be provided to assure privacy between the sexes.
- o. Document and maintain a record of all solicitations of offers for subcontracts from minority and female construction contractors and suppliers, including circulation of solicitations to minority and female contractor associations and other business associations.
- p. Conduct a review, at least annually, of all supervisors adherence to and performance under the Contractor's EEO policies and affirmative action obligations.

8. Contractors are encouraged to participate in voluntary associations which assist in fulfilling one or more of the affirmative action obligations (7a through p). The efforts of a contractor association, joint contractor-union, contractor-community, or other similar group of which the Contractor is a member and participant, may be asserted as fulfilling any one or more of its obligations under 7a through p of these Specifications provided that the Contractor actively participates in the group, makes every effort to assure that the group has a positive impact on the employment of minorities and women in the industry, ensures that the concrete benefits of the program are reflected in the Contractor's minority and female workforce participation, makes a good faith effort to meet its individual goals and timetables, and can provide access to documentation which demonstrates the effectiveness of action taken on behalf of the Contractor. The obligation to comply, however, is the Contractor's failure of such a group to fulfill an obligation shall not be a defense for the Contractor noncompliance.
9. A single goal for minorities and a separate single goal for women have been established. The Contractor, however, is required to provide equal employment opportunity and to take affirmative action for all minority groups, both male and female, and all women, both minority and non-minority. Consequently, the Contractor may be in violation of the Executive Order if a particular group is employed in a substantially disparate manner (for example, even though the Contractor has achieved its goals for women generally, the Contractor may be in violation of the Executive Order if a specific minority group of women is underutilized).
10. The Contractor shall not use the goals and timetables of affirmative action standards to discriminate against any person because of race, color, religion, sex, or national origin.
11. The Contractor shall not enter into any Subcontract with any person or firm debarred from Government contracts pursuant to Executive Order 11246.
12. The Contractor shall carry out such sanctions and penalties for violation of these specifications and of the Equal Opportunity Clause, including suspension, termination, and cancellation of existing subcontracts as may be imposed or ordered pursuant to Executive Order 11246, amended, and its implementing regulations, by the Office of Federal Contract Compliance Programs. Any Contractor who fails to carry out such sanction and penalties shall be in violation of these Specifications and Executive Order 11246, as amended.
13. The Contractor, fulfilling its obligations under these Specifications, shall implement specific affirmative actions steps, at least as extensive as those standards prescribed in paragraph 7 of these Specifications, so as to achieve maximum results from its efforts to ensure equal employment opportunity. If the Contractor fails to comply with the requirements of the Executive Order, the implementing regulations or these specifications, the Director shall proceed in accordance with 41 CFR 60-4.8.

The Contractor shall designate a responsible official to monitor all employment related activity to ensure that the company EEO policy is being carried out, to submit reports relating to the provisions hereof as may be required by the Government and to keep records. Records shall at least include for each employee the name, address, telephone numbers, construction trade, union affiliation, if any, employee identification number when assigned, social security number, race, sex, status, (e.g., mechanic, apprentice, trainee, helper, or laborer), dates of changes in status, hours worked per week in the indicated trade, rate of pay, and locations at which the work was performed. Records shall be maintained in an easily understandable

and retrievable form; however, to the degree that existing records satisfy this requirement, Contractors shall not be required to maintain separate records.

14. Nothing herein provided shall be construed as a limitation upon the application of other laws which establish different standards of compliance or upon the application of requirements for hiring of local or other area residents (e.g., those under the Public Works Employment Act of 1977 and the Community Development Block Grant Program).

**Illustration 8**  
Section 3 Clause §135.38

1. The work to be performed under this contract is subject to the requirements of section 3 of the Housing and Urban Development Act of 1968, as amended, 12 U.S.C. 1701u (section 3). The purpose of section 3 is to ensure that employment and other economic opportunities generated by HUD assistance or HUD-assisted projects covered by section 3, shall, to the greatest extent feasible, be directed to low- and very low-income persons, particularly persons who are recipients of HUD assistance for housing.
2. The parties to this contract agree to comply with HUD's regulations in 24 CFR part 135, which implement section 3. As evidenced by their execution of this contract, the parties to this contract certify that they are under no contractual or other impediment that would prevent them from complying with the part 135 regulations.
3. The contractor agrees to send to each labor organization or representative of workers with which the contractor has a collective bargaining agreement or other understanding, if any, a notice advising the labor organization or workers' representative of the contractor's commitments under this section 3 clause, and will post copies of the notice in conspicuous places at the work site where both employees and applicants for training and employment positions can see the notice. The notice shall describe the section 3 preference, shall set forth minimum number and job titles subject to hire, availability of apprenticeship and training positions, the qualifications for each; the name and location of the person(s) taking applications for each of the positions; and the anticipated date the work shall begin.
4. The contractor agrees to include this section 3 clause in every subcontract subject to compliance with regulations in 24 CFR part 135, and agrees to take appropriate action, as provided in an applicable provision of the subcontract or in this section 3 clause, upon a finding that the subcontractor is in violation of the regulations in 24 CFR part 135. The contractor will not subcontract with any subcontractor where the contractor has notice or knowledge that the subcontractor has been found in violation of the regulations in 24 CFR part 135.
5. The contractor will certify that any vacant employment positions, including training positions, that are filled (1) after the contractor is selected but before the contract is executed, and (2) with persons other than those to whom the regulations of 24 CFR part 135 require employment opportunities to be directed, were not filled to circumvent the contractor's obligations under 24 CFR part 135.
6. Noncompliance with HUD's regulations in 24 CFR part 135 may result in sanctions, termination of this contract for default, and debarment or suspension from future HUD assisted contracts.
7. With respect to work performed in connection with section 3 covered Indian housing assistance, section 7(b) of the Indian Self-Determination and Education Assistance Act (25 U.S.C. 450e) also applies to the work to be performed under this contract. Section 7(b) requires that to the greatest extent feasible (i) preference and opportunities for training and employment shall be given to Indians, and (ii) preference in the award of contracts and subcontracts shall be given to Indian organizations and Indian-owned Economic Enterprises. Parties to this contract that are subject to the provisions of section 3 and section 7(b) agree to comply with section 3 to the maximum extent feasible, but not in derogation of compliance with section 7(b).