



C I T Y   O F   P H I L A D E L P H I A

FRANK L. RIZZO  
MAYOR

January 11, 1977

EXECUTIVE ORDER 1-77

The Affirmative Action Plan for the City of Philadelphia, Commonwealth of Pennsylvania, related to Provisions of Section 3 of the U.S. Housing and Urban Development Act of 1968 as amended is hereby adopted.

This Plan is made City policy to provide for Employment Opportunities for Businesses and Lower Income Persons in connection with Federal Assisted Projects for Public Works contracts funded with Community Development Block Grants under Title I of the Housing and Community Development Act of 1974, P.L. 93-383.

The Managing Director and his office are designated as the person and office responsible for maintaining this Plan.

  
FRANK L. RIZZO  
MAYOR

CONTRACTING AGENCY'S STATEMENT OF GOALS  
SECTION 3 OF THE U.S. HOUSING ACT OF 1968 FOR  
THE COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM

Form S3-1  
(June 76)

1. Based on the fact that \$ \_\_\_\_\_ of the Community Development Block Grant for the Fiscal Year \_\_\_\_\_ has been earmarked for expenditures by \_\_\_\_\_, the \_\_\_\_\_ Dept/Agency Dept/Agency hereby sets as its goals for utilization of Section 3 eligible businesses through its contracts for public works a target of \_\_\_\_\_%, of its budget of \$ \_\_\_\_\_ for public works. This percentage is based on our knowledge of available, qualified and eligible Section 3 businesses.
2. As part of the preparation of the contract documents, the \_\_\_\_\_ Dept/Agency \_\_\_\_\_ will analyze the specific public works projects and will determine for such specific public works contract a goal and percentage amount which represents in the judgement of the \_\_\_\_\_ Dept/Agency \_\_\_\_\_ as to maximum feasible involvement of Section 3 type businesses. Thus, individual projects may vary from the stated percentage goal. It is expected during the course of the year, however, that total volume awarded to Section 3 businesses will approximate goals stated above.
3. The \_\_\_\_\_ Dept/Agency \_\_\_\_\_ is familiar with the City's Affirmative Action Plan for Section 3 and will comply with it in all contracts for public works funded with Community Development Block Grant Funds.

\_\_\_\_\_  
Dept/Agency Head

\_\_\_\_\_  
Date

CONCURRENCE OF \$ \_\_\_\_\_ and \_\_\_\_\_% of total contract amount of \$ \_\_\_\_\_.

\_\_\_\_\_  
Housing and Community Development  
Director's Office

\_\_\_\_\_  
Date

Return concurred in copies to: Dept/Agency and City's Equal Employment Opportunity Office

DEPARTMENT/AGENCY'S REPORT TO  
CITY'S EQUAL EMPLOYMENT OPPORTUNITY OFFICER  
FOR SECTION 3 COMPLIANCE

DATE: \_\_\_\_\_

Reporting Period: \_\_\_\_\_ Funding Year 19\_\_\_\_  
Month Ending \_\_\_\_\_

Agency or Department: \_\_\_\_\_  
Goals for Funding Year, 1/ 19\_\_\_\_ Total Budget for Contracts \$ \_\_\_\_\_

Name and Phone No. of Person Preparing Report  
Name: \_\_\_\_\_ Original Goals for Section 3 Business Utilization \_\_\_\_\_ % \$ \_\_\_\_\_  
Phone No. \_\_\_\_\_ Revised Goals 2/ for Section 3 Business Utilization \_\_\_\_\_ % \$ \_\_\_\_\_

Number or Contractors and Subcontrs.	Total Amount for FY Awarded		Section 3 Contracts - Subcontracts Awarded			
	No. of Contrs. and Subcontrs.	Dollar Amount	Reporting Period		Cumulative FY to Date	
			No. of Contractors	Dollar Amount	No. of Contractors	Dollar Amount

CERTIFICATION:

All contractors and subcontractors are on target with their projected goals except \_\_\_\_\_ contractors. Conferences have been scheduled with these contractors for the purpose of achieving compliance with Section 3 of the Housing and Urban Development Act of 1968 to the maximum extent feasible.

\_\_\_\_\_  
Name and Title Date

- 1/ For each funding year, separate reports should be filed by the 30th day of each month.
- 2/ If there are revised goals for the year funded, do not use until the Housing and Community Development Director's Office has been advised in writing as to the extent of the revisions and has given written concurrence.

AFFIRMATIVE ACTION PLAN  
CITY OF PHILADELPHIA  
COMMONWEALTH OF PENNSYLVANIA

NOVEMBER 1976

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SECTION 3

U.S. HOUSING AND URBAN DEVELOPMENT ACT OF 1968  
Employment Opportunities for Business and Lower Income  
Persons in Connection with Federal Assisted Projects

for

Public Works Contracts funded with Community Development Block Grants

Under Title I of the

Housing and Community Development Act of 1974 P.L. 93-383

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AFFIRMATIVE ACTION PLAN  
CITY OF PHILADELPHIA, PENNSYLVANIA  
SECTION 3 - U.S. HOUSING AND URBAN DEVELOPMENT ACT OF 1968  
EMPLOYMENT OPPORTUNITIES FOR BUSINESSES AND LOWER-INCOME PERSONS

I. PURPOSE AND SCOPE

A. BACKGROUND

Affirmative Action means promoting equal employment and income development opportunities by gaining support from all administrative levels in establishing practical action plans, maintaining continual evaluation, and making adjustments to retain focus and progress toward stated goals.

An Affirmative Action Program endeavors to realistically reinforce the concept that all segments of our society have an opportunity to participate in public service on a competitive basis and advance in accordance with capabilities. The process for reaching equal opportunity is comprehensive and requires assessment of needs in the immediate situation and establishment of goals into an action plan for successful accomplishment.

B. SECTION 3 - PROVISIONS

Section 3 of the U.S. Housing and Urban Development Act of 1968, as amended, with initial implementation regulations first published in the Federal Register on June 18, 1971 and a revised form effective November 23, 1973, provides

that the Secretary of the U.S. Department of Housing and Urban Development (HUD), in the administration of programs providing direct financial assistance in aid of housing, urban planning, renewal, public or community facilities, shall require, to the greatest extent feasible, as follows:

1. Opportunities for training and employment, arising in connection with the planning and carrying out of any project assisted under any such program be given to lower income persons residing in the area of such project. Based on Family Income Computations related to 1976 Median incomes issued by the Philadelphia HUD Area Office, the 1975 median income for the Philadelphia - New Jersey SMSA Area is \$14,400. According to this schedule, a family of four residing in this SMSA Area earning \$11,520 per year would be considered lower income.
2. Contracts for work, to be performed in connection with any such project be awarded to business firms which are located in or owned in substantial part by persons residing in the area of such project which are considered small and to be socially or economically disadvantaged.

The Assistant Secretary for Equal Opportunity has been delegated the functions of the HUD Secretary in administering Section 3 in accordance with the Regulations of November 23, 1973.

C. APPLICABILITY OF SECTION 3 TO CITY'S COMMUNITY DEVELOPMENT  
BLOCK GRANT PROGRAM

Based on Section 118 of the Housing and Community Development Act of 1974, PL 93-383, Section 3 of the Housing and Urban Development Act of 1968 is made applicable to Community Development Block Grant projects funded under Title I of the Act. The City of Philadelphia, in its annual application gives assurance that it will comply. This Affirmative Action Plan was developed by the City to carry out the letter and the intent of that assurance.