

Summit County License Number _____

Federal I. D. Number _____

CITY OF CUYAHOGA FALLS
CDBG HOUSING REHABILITATION PROGRAM
2310 SECOND STREET
CUYAHOGA FALLS, OHIO 44221
330-971-8140

CONTRACTOR REGISTRATION

1. Legal Name of Business _____

Business Owner's Name _____

2. Business Address _____

City _____ State _____ Zip _____

3. Business Phone _____ Fax _____

Emergency Phone _____ Cell _____

Email _____

Duns # _____

4. Persons authorized to sign contracts or final payment documents:

Name	Title
------	-------

Name	Title
------	-------

Are the persons named above your employees? Yes _____ No _____

5. Number of employees _____

6. Do you provide health insurance for your employees? Yes _____ No _____

7. Type of Partnership General _____ Limited _____

8. Is your company a Minority Owned or Woman Owned Business?

Yes _____ No _____

If Yes, please indicate ethnicity ___Black American ___Native American ___Hispanic American
___Hasidic Jew ___Asian/Pacific American

This information is strictly used for HUD reporting purposes and in no way influences the awarding of a bid.

9. I agree to abide by the 2008 Residential Rehabilitation Standards as well as the regulations set forth by the building trades licensing boards as required by the Summit County Dept. of Building Standards. *(2008 Residential Rehabilitation Standards available at www.development.ohio.gov/cdd/ohcp/publications.htm.)*
10. I agree to remove all scrap materials from the worksite on a regular basis and to keep the property maintained during the rehabilitation project.
11. I understand building permits must be obtained for all required work under the CDBG Housing Rehabilitation Program. Building permit fees for this program will NOT be waived. No payments for work performed under this program will be made until all inspections are finalized.
12. I understand that pursuant to the United States EPA's Lead-Based Paint Renovation, Repair and Painting (RRP) Program Rule for contractors, property managers and others who will disturb known or presumed lead-based paint during renovation of residential houses, apartments and child-occupied facilities built before 1978, a Lead Safe Certified Renovator must be on the project site. ***Attach copy of Contractor and Firm's Certification.***
13. I agree no agent, officer of said company or its employees have directly or indirectly entered into any agreement, participated in any collusion, or otherwise, taken any action in restraint of free competitive bidding in connection with this proposal; and also that no member of the Cuyahoga Falls City Council, head of any department or employee therein, any officer of the City of Cuyahoga Falls, or any inspector of the Summit County Dept. of Building Standards is directly or indirectly interested therein.
14. I certify that I have posted in the workplace and distributed to all employees the City of Cuyahoga Falls' Drug-Free Workplace Policy Statement. I further certify that information on alcohol and drug abuse awareness is available to all employees and will provide information on the availability of counseling and referral services to any employee requesting such information.
15. I certify that said company would indemnify the City of Cuyahoga Falls in any action brought alleging that an employee of said company engaged in any conduct prohibited by the City's Firearms Policy while working or otherwise involved with the contracted Project.
16. I certify that said company has received, reviewed, and distributed the City of Cuyahoga Falls' Workplace Harassment Policy to all employees who will be working or involved with a project for the CDBG Program. I further certify that said company will indemnify the City of Cuyahoga Falls in any action brought against it alleging that an employee of said company engaged in any conduct prohibited by the City's Workplace Harassment Policy while working or otherwise involved with this program.
17. Pursuant to Ohio Revised Code Section 5719.042, I certify that said company is in compliance and not charged at the time this registration was submitted with any delinquent personal property taxes on the general tax list of personal property of any county.

DRUG FREE WORKPLACE POLICY STATEMENT

_____ (Name of Employer) hereby notifies all employees of our policy regarding drugs in the workplace. Without exception, the unlawful manufacture, distribution, dispensing, possession or use of a controlled substance while in the workplace is strictly prohibited.

_____ (Name of Employer) requires that as a condition of employment, any employee convicted of drug violation occurring in the workplace must notify his or her employer within five (5) days after conviction.

Any employee found in violation of this policy is subject to appropriate personnel action, up to and including termination of employment. Continued employment may be conditioned upon successful completion of an acceptable drug rehabilitation program.

Any employee seeking information on drug or alcohol abuse awareness and the availability of counseling and referral services should contact:

(Signature of Employer)

(Phone)

**PLEASE POST FOR YOUR EMPLOYEES
DO NOT RETURN THIS PAGE TO THE
CITY OF CUYAHOGA FALLS**

FIREARMS POLICY CITY OF CUYAHOGA FALLS

The purpose of this policy is to ensure a safe work environment, free of intimidation and threat of physical harm. This policy prohibits all employees, except law enforcement officers and security personnel, from carrying a firearm while acting in the course and scope of City employment.

No person shall knowingly possess, have under the person's control, convey or attempt to convey a deadly weapon or firearm onto City property except for those persons and circumstances specified in Section II B., below. This policy applies to employees, visitors, independent contractors, vendors and any other person on City property, including individuals with valid permits to carry firearms.

I. DEFINITIONS

A. Firearm

"Firearm" means any deadly weapon capable of expelling or propelling one or more projectiles by the action of an explosive or combustible propellant. Firearm includes an unloaded firearm and any firearm that is inoperable but that can readily be rendered operable. Firearm includes, but is not limited to, handguns, pistols, rifles, shotguns, automatic and semi-automatic weapons and zip-guns.

B. Deadly Weapon

"Deadly weapon" means any instrument, device or thing capable of inflicting death, and designed or specially adapted for use as a weapon, or possessed, carried or used as a weapon.

C. City Property

"City property" means the vehicles, equipment, machinery, facilities and land owned, leased or under the primary control of the City of Cuyahoga Falls, including all Park and Recreation facilities and areas under construction.

D. Visitor

"Visitor" means any person who is on City property, including independent contractors, vendors and visitors, and off-duty employees of the City of Cuyahoga Falls.

II. GENERAL PROVISIONS

No person is permitted to carry or possess a firearm on City property except as provided in this policy.

A. Prohibition

1) Employees

Employees are prohibited from possessing or carrying a firearm while acting in the course and scope of their employment, either on or off City property, regardless of whether the employee has a permit to carry a firearm, except as otherwise provided in this policy.

2) Visitors

Visitors, vendors and independent contractors are prohibited from possessing or carrying a firearm while on City property, or engaged in the course of City business or City activities, except as otherwise provided in this policy.

B. Exceptions

1) Law Enforcement Officers

Law enforcement officers, as defined in ORC 2901.01, acting within the scope of their duties, are exempt from this policy.

2) Security Officers

City of Cuyahoga Falls Municipal Court security officers and the head of security personnel, who are authorized to carry a firearm as a requirement of their duties, and who are acting within the scope of their duties at the time of that possession or control, are exempt from this policy.

3) Persons exempt pursuant to ORC 2923.123

4) Parking Areas

This policy does not prohibit the lawful possession or carry of firearms in private vehicles in a City parking area or parking facility, provided the owner has obtained the appropriate permit(s) required under the law.

5) Other Authorized Uses

- Lawful possession or carry related to use at a City shooting range or other law-enforcement programs;
- Lawful discharge or possession of a firearm for show or memorial purposes where no projectile is discharged;
- Transport of an unloaded firearm directly between a parking area or parking facility and the location authorized for its use, or transport of an unloaded firearm directly between a parking area or parking facility and a storage facility provided by the City.

6) Other Authorized Persons

Individuals who have obtained written permission from the Mayor to carry or use firearms or deadly weapons on City property to perform specific tasks for the City are exempt from this policy during the performance of those tasks.

III. FIREARMS STORAGE

Firearms are not permitted in any City vehicle. For purposes of this policy, City vehicles include any vehicle owned, leased or otherwise under the control of the City. City vehicles shall not be used to store or carry a firearm, except as authorized for purposes under Section II. B above.

Nothing in this policy requires the City to provide storage facilities for employees' firearms.

The City reserves the right to search all people and property in accordance with local, state and federal law.

IV. VIOLATIONS BY EMPLOYEES

A. Use of Firearms

Violation of this policy by an employee while on duty or in the course of City business is grounds for immediate *removal from City property and termination of employment*. An employee who uses a firearm while on duty or in the course of City business will not be defended or indemnified by the City of Cuyahoga Falls. Furthermore, the City may refer suspected violations to appropriate law enforcement authorities, as permitted by law.

B. Display of Firearms or Holsters

Display of a firearm while on or off duty on City property is considered a threat, and will subject the employee to disciplinary action up to and including termination of employment. An employee who displays an empty firearm holster while on duty, creates a physically intimidating and hostile work environment and will be subject to disciplinary action up to and including termination of employment.

V. REPORTING RESPONSIBILITY

If an employee believes that another person (visitor, independent contractor, vendor or another employee) is in possession of or carrying a firearm in violation of this policy, the employee must report the suspected act immediately to the City Police Department or a Court security officer and then his/her supervisor, unless reporting at that time would subject the employee or others to physical harm. The threat of physical harm may delay, but does not excuse this reporting requirement.

The City will not tolerate retaliation toward or harassment of any employee who, acting in good faith, reports violations of this policy.

A. Failure to Report

Failure to report knowledge of the presence of any firearm on City property in violation of this policy shall subject the employee to discipline up to and including termination of employment.

WORKPLACE HARASSMENT POLICY CITY OF CUYAHOGA FALLS

Employees of the City of Cuyahoga Falls have a right to work in an environment free of harassment. The City will not tolerate any form of harassment or any offensive conduct that has the effect of severely interfering with an employee's work performance or creating an intimidating or hostile work environment. All employees and representatives of the City (including part-time, full-time, seasonal, elected and appointed staff) must understand that acts of harassment and violence, in the workplace or at City-sponsored events, whether on or off property owned by the City, is explicitly in violation of State and/or Federal Law and is subject to appropriate disciplinary action up to and including termination of employment.

It is imperative that employees treat all other employees with dignity and respect in order to facilitate a professional, businesslike workplace. Therefore, all employees and representatives of the City are expected to know, understand and follow this policy. Supervisors and managers are expected to set the proper example by following this policy at all times and ensure that any violation of this policy, which is brought to their attention, is dealt with promptly, fairly and impartially.

This policy applies to all terms and conditions of employment, including, but not limited to hiring, placement, promotion, disciplinary action, layoff, reinstatement, transfer, leave of absence, compensation and training.

I. HARASSMENT DEFINED

Harassment is behavior (visual, physical or verbal) that has the effect of humiliating, intimidating or coercing another. It is behavior that causes discomfort, embarrassment or emotional distress. It is unwelcome behavior that is persistent and/or pervasive and has the intent or effect of interfering with another's work performance or creates a hostile environment. It frequently occurs when one person attempts to exert power or control over another person (quid pro quo harassment).

Harassment of an applicant, client, contractor, business invitee, customer or employee by a supervisor, manager or co-worker on the basis of race, national origin, religion, age, marital status, physical and mental disability, gender and sexual orientation not only violates our City policy, but also is prohibited under state and federal laws. Harassment may not always be discriminatory, but it is disrespectful and inappropriate behavior in the workplace.

A. Quid Pro Quo

Unwelcome sexual advances, requests for sexual favors and other verbal and physical conduct of a sexual nature by one in a position of power or influence constitutes quid pro quo harassment when:

- 1) Submission to the harassment is made either explicitly or implicitly a term or condition of employment
- 2) Submission to or rejection of the harassment is used as the basis for work-related decisions affecting an employee.

B. Sexual Harassment

Unwelcome sexual advances, requests for sexual favors and other verbal and physical conduct of a sexual nature constitute sexual harassment when such conduct is directed toward an individual because of his or her gender and has the purpose or effect of creating an intimidating, hostile or offensive work environment, or unreasonably interfering with another's work performance.

Examples of sexual harassment include but are not limited to:

- 1) **Physical**
 - a. Engaging in sexually suggestive physical contact or touching another employee in a way that is unwelcome, such as pinching, patting or grabbing
 - b. Sexually suggestive gestures
- 2) **Verbal**
 - a. Derogatory comments, slurs or other offensive words or comments made on the basis of gender – whether made in general, directed to an individual or to a group of people regardless of whether the behavior was intended to harass
 - b. Telling jokes of a sexual nature; making sexually oriented comments on a person's appearance, sexual rumors, code words and stories
 - c. Using demeaning or inappropriate terms; using crude and offensive language of a sexual nature
 - d. Making sexual or romantic advances toward an employee and persisting despite the employee's rejection of the advances
- 3) **Visual**
 - a. Posted material or material maintained in or on City equipment or personal property in the workplace, which is offensive on the basis of gender
 - b. Displaying, storing or transmitting via e-mail, Internet or fax pin-up pictures or calendars, pornographic or sexually oriented materials

- c. Cartoons or caricatures of a racial, ethnic or sexual nature
- d. Displaying sexual objects in the workplace

C. Discriminatory Hostile Environment

Unwelcome verbal or physical conduct, when directed at an individual on the basis of race, creed, color, national origin, disability, marital status, sexual orientation, gender or age, which create a hostile or intimidating work environment or which unreasonably interfere with an individual's job performance and/or opportunities, constitute discriminatory hostile environment harassment.

Some verbal or written communications may be viewed as offensive, inappropriate or crude, but do not constitute harassment. Examples include occasional jokes or comments on appearance and discussions of controversial topics. Employees are entitled to express a wide range of opinions as a matter of free speech. There are no restrictions placed on the fundamental rights to free speech except those necessary to protect the rights of others and to preserve order in City government. However, these concepts do not extend to conduct that creates a hostile work environment.

II. WORKPLACE RELATIONSHIPS

It is not inappropriate behavior for an employee to ask a co-worker on a date. However, if you do not want to go out with the individual, it is imperative that your response to the request is firm and definite. After a firm, definite response is made, it is inappropriate for the employee to make any further attempt to initiate a dating relationship. Repeated requests of this nature constitute sexual harassment.

It is inappropriate for any relationship to interfere with normal work operations.

III. REPORTING HARASSMENT ALLEGATIONS

The City encourages individuals who believe they are being harassed to clearly and promptly notify the offender that his or her behavior is unwelcome. This procedure is not a required first step for reporting sexual harassment.

If for any reason an employee does not wish to approach the offender directly or if such discussion does not successfully end the harassment, then the employee should immediately notify the supervisor, department director or the Human Resources Director. Delay in reporting makes it more difficult to establish the facts of a case and may contribute to the repetition of offensive behavior.

Additionally, any employee who observes harassment of any type must report it to his or her supervisor, department director or the Human Resources Director.

This harassment policy must not, however, be used to bring frivolous or malicious complaints against other employees. False complaints adversely affect the workplace and the career of the accused – even when disproved. If a complaint has been made in bad faith, as demonstrated by clear and convincing evidence, such bad faith complaint will be placed in the complaining employee's personnel file. Disciplinary action may be taken against the person bringing the complaint, up to and including termination from employment.

IV. Assurance Against Retaliation


Retaliation in any manner against a person for filing a harassment charge or initiating a harassment complaint, testifying in an investigation, providing information or assisting in an investigation, is expressly prohibited. Any act of reprisal, including internal interference, coercion and restraint by a City employee, violates this policy and will result in appropriate disciplinary action, commensurate with the severity of the offense, up to and including termination from employment.

Management will take reasonable steps to protect the victim and potential victims from further harassment and protect the victim from any retaliation as a result of communicating the complaint.


V. LIMITATIONS

The use of these complaint procedures is limited to complaints related to discriminatory workplace harassment on the basis of race, religion, color, national origin, disability, marital status, sexual orientation, gender or age. All other complaints should be handled through the appropriate union contract or as established by policies and procedures currently in place within the City.

Approvals:



Mayor Don L. Robert



Human Resources Director

Effective: July 8, 2004

7/7/2004

Workplace Harassment Complaint Form

Who did the harassing? _____

What was said or done? _____

How did you react or respond at the time? _____

Where did the harassment take place? _____

Names of witnesses, if any: _____

Was this an isolated incident? Yes/No

If there have been other incidents in the recent past, please describe: _____

Signature _____ Date _____

Printed Name/Department _____ / _____

Your complaint will be kept as confidential as possible. Please do not discuss this with other employees. An investigation will be initiated and the alleged harasser and witnesses (if any) will be interviewed. All parties to the complaint (including witnesses) will be asked not to discuss the matter with other employees. Absolute confidentiality, however, cannot be guaranteed because of public record laws.

CERTIFICATE OF NON-SEGREGATED FACILITIES

The federally assisted construction contractor certifies that he does not maintain or provide for his employee any segregated facilities at any of his establishments, and that he does not permit his employees to perform their services at any location, under his control, where segregated are maintained.

The federally assisted construction contractor certifies further that he will not maintain or provide for his employees any segregated facilities at any of his establishments, and that he will not permit his employees to perform their services at any location, under his control, where segregated facilities are maintained.

The federally assisted construction contractor agrees that a breach of this certification is a violation of the equal opportunity clause in this contract. As used in this certification, the term "segregated facilities" means any waiting rooms, work areas, restrooms and washroom, restaurants and other eating areas, time clocks, locker rooms and other storage or dressing areas, parking lots, drinking fountains, recreation or entertainment areas, transportation, and housing facilities provided for employees which are segregated by explicit directive or are in fact segregated on the basis of race, color, religion, sex, or national origin, because of habit, local custom, or other reason.

The federally assisted construction contractor agrees that (except where he has obtained identical certifications from proposed subcontractors for specific time periods) he will obtain identical certifications from proposed subcontractors prior to the award of subcontracts exceeding \$10,000 which are not exempt from the provisions of the equal opportunity clause, and that he will retain such certifications in his files.

NOTICE TO PROSPECTIVE CONTRACTORS OF REQUIREMENT FOR CERTIFICATION OF NONSEGREGATED FACILITIES:

A Certification of Non-segregated Facilities must be submitted prior to the award of a contract or subcontract exceeding \$10,000, which is not exempt from the provisions of the Equal Opportunity Clause.

Certification - The information above is true and complete to the best of my knowledge and belief.

Name and Title of Signer _____
(Please Print)

Signature

Date

Note: The penalty for making false statements in offers is prescribed in 18 U.S.C. 1001.

CERTIFICATION OF COMPLIANCE WITH O.R.C. 3517.13

The following certificates are required pursuant to Ohio's Campaign Finance Reform law.

One of the following two certificates shall be completed by any individual, partnership, unincorporated business, association, professional association, estate, trust, corporation, or business trust that has been awarded a contract by the City of Cuyahoga Falls.

It shall be the Contractor's responsibility to determine which of the two certificates applies and if compliance with R.C. 3517.13 has been achieved.

CERTIFICATION OF COMPLIANCE WITH O.R.C. 3517.13

The City of Cuyahoga Falls has entered into a contract for goods and/or services with _____ . The undersigned authorized representative of _____ certifies on behalf of _____ that all of the following persons, if applicable, are in compliance with division (I) (1) of Ohio Revised Code Section 3517.13 with respect to all public officials who had the authority to award that contract and all public officials who may authorize or receive goods or services under that contract:

- A. the individual;
- B. each partner or owner of the partnership or other unincorporated business;
- C. each shareholder of the association;
- D. each administrator of the estate;
- E. each executor of the estate;
- F. each trustee of the trust;
- G. each spouse of any person identified in (A)-(F) above;
- H. each child seven year of age to seventeen years of age of any person identified in (A)-(G) above;
- I. any combination of persons identified in (A) - (H) above.

The undersigned certifies such compliance on and since the date that the contract was executed by all parties necessary for a valid contract with the City. This certification shall be a part of the above-referenced contact between the City and _____.

ON BEHALF OF COMPANY:

DATE SIGNED:

Note: This form is to be used by an individual, partnership, or other unincorporated business, association, including without limitation, a professional association organized under Chapter 1785 of the Revised Code, estate or trust. If you are unsure if this form applies to you or if you are in compliance with R.C. 3517.13 you may want to contact an attorney.

Knowingly making a false statement on this certification is considered a felony of the fifth degree and any such falsification will act as a rescission of this contract.

CERTIFICATION OF COMPLIANCE WITH O.R.C. 3517.13

The City of Cuyahoga Falls has entered into a contract for goods and/or services with _____ ("Company"), an Ohio corporation. The undersigned authorized representative of Company certifies on behalf of the Company that all of the following persons, if applicable, are in compliance with division (J) (1) of Ohio Revised Code Section 3517.13 with respect to all public officials who had the authority to award that contract and all public officials who may authorize or receive goods or services under that contract:

- A. each owner of more than twenty percent of the corporation or business trust;
- B. each spouse of each owner of more than twenty percent of the corporation or business trust;
- C. each child of seven years of age to seventeen years of age of each owner of more than twenty percent of the corporation or business trust;
- D. any combination of persons identified in (A) - (C) of this indented list.

The undersigned certifies such compliance on and since the date that the contract was executed by all parties necessary for a valid contract with the City. This certification shall be a part of the above-referenced contract between the City and Company.

ON BEHALF OF COMPANY:

DATE SIGNED:

Note: This form is to be used by a corporation or business trust, except a professional association organized under Chapter 1785 of the Revised Code. If you are unsure if this form applies to you or if you are in compliance with R.C. 3517.13 you may want to contact an attorney.

Knowingly making a false statement on this certification is considered a felony of the fifth degree and any such falsification will act as a rescission of this contract.



GOVERNMENT BUSINESS AND FUNDING CONTRACTS
In accordance with section 2909.33 of the Ohio Revised Code

DECLARATION REGARDING MATERIAL ASSISTANCE/NONASSISTANCE TO A TERRORIST ORGANIZATION

This form serves as a declaration of the provision of material assistance to a terrorist organization or organization that supports terrorism as identified by the U.S. Department of State Terrorist Exclusion List (see the Ohio Homeland Security Division website for a reference copy of the Terrorist Exclusion List).

Any answer of "yes" to any question, or the failure to answer "no" to any question on this declaration shall serve as a disclosure that material assistance to an organization identified on the U.S. Department of State Terrorist Exclusion List has been provided. Failure to disclose the provision of material assistance to such an organization or knowingly making false statements regarding material assistance to such an organization is a felony of the fifth degree.

For the purposes of this declaration, "material support or resources" means currency, payment instruments, other financial securities, funds, transfer of funds, and financial services that are in excess of one hundred dollars, as well as communications, lodging, training, safe houses, false documentation or identification, communications equipment, facilities, weapons, lethal substances, explosives, personnel, transportation, and other physical assets, except medicine or religious materials.

Form with fields: LAST NAME, FIRST NAME, MIDDLE INITIAL, HOME ADDRESS, CITY, STATE, ZIP, COUNTY, HOME PHONE, WORK PHONE.

COMPLETE THIS SECTION ONLY IF YOU ARE A COMPANY, BUSINESS OR ORGANIZATION

Form with fields: BUSINESS/ORGANIZATION NAME, BUSINESS ADDRESS, CITY, STATE, ZIP, COUNTY, PHONE NUMBER.

DECLARATION

In accordance with division (A)(2)(b) of section 2909.32 of the Ohio Revised Code

For each question, indicate either "yes," or "no" in the space provided. Responses must be truthful to the best of your knowledge.

- 1. Are you a member of an organization on the U.S. Department of State Terrorist Exclusion List?
2. Have you used any position of prominence you have with any country to persuade others to support an organization on the U.S. Department of State Terrorist Exclusion List?

GOVERNMENT BUSINESS AND FUNDING CONTRACTS - CONTINUED

- 3. Have you knowingly solicited funds or other things of value for an organization on the U.S. Department of State Terrorist Exclusion List?
 Yes No

- 4. Have you solicited any individual for membership in an organization on the U.S. Department of State Terrorist Exclusion List?
 Yes No

- 5. Have you committed an act that you know, or reasonably should have known, affords "material support or resources" to an organization on the U.S. Department of State Terrorist Exclusion List?
 Yes No

- 6. Have you hired or compensated a person you knew to be a member of an organization on the U.S. Department of State Terrorist Exclusion List, or a person you knew to be engaged in planning, assisting, or carrying out an act of terrorism?
 Yes No

In the event of a denial of a government contract or government funding due to a positive indication that material assistance has been provided to a terrorist organization, or an organization that supports terrorism as identified by the U.S. Department of State Terrorist Exclusion List, a review of the denial may be requested. The request must be sent to the Ohio Department of Public Safety's Division of Homeland Security. The request forms and instructions for filing can be found on the Ohio Homeland Security Division website.

CERTIFICATION

I hereby certify that the answers I have made to all of the questions on this declaration are true to the best of my knowledge. I understand that if this declaration is not completed in its entirety, it will not be processed and I will be automatically disqualified. I understand that I am responsible for the correctness of this declaration. I understand that failure to disclose the provision of material assistance to an organization identified on the U.S. Department of State Terrorist Exclusion List, or knowingly making false statements regarding material assistance to such an organization is a felony of the fifth degree. I understand that any answer of "yes" to any question, or the failure to answer "no" to any question on this declaration shall serve as a disclosure that material assistance to an organization identified on the U.S. Department of State Terrorist Exclusion List has been provided by myself or my organization. If I am signing this on behalf of a company, business or organization, I hereby acknowledge that I have the authority to make this certification on behalf of the company, business or organization referenced on page 1 of this declaration.

X _____
Signature

Date

**CITY OF CUYAHOGA FALLS
STATUS AS A SECTION 3 BUSINESS CONCERN**

I, _____, hereby certify that the business known as:

Print name and title

Print business name

_____ Is not a Section 3 business. (Sign and complete the bottom section.)

_____ Is a Section 3 business **because** (check one of the following and complete the Section 3 application as it applies to your business).
Call the CDBG Administrator for the application:

- _____ 51% or more is owned by Section 3 residents; **OR**
 - _____ 30% of the permanent full-time employees are currently Section 3 residents or were Section 3 residents when first hired (if within the past three years); **OR**
 - _____ The business commits in writing to subcontract over 25% of the total dollar amount of all subcontracts to be let to businesses that meet the requirements of paragraphs 1 and 2 of this definition;
- AND**
- The business was formed in accordance with state law and is licensed under state, county, or municipal law to engage in the business activity for which it was formed.

A Section 3 resident is a person living in Cuyahoga Falls who is a resident of public housing or who is low income.

- ◆ A low-income resident means families (including single persons) whose income does not exceed 80% of the median income, as adjusted by HUD, for Cuyahoga Falls.

Persons in household	1	2	3	4	5	6	7	8
Income cannot exceed	\$36,300	\$41,500	\$46,700	\$51,850	\$56,000	\$60,150	\$64,300	
\$68,450								
Eff. 5/14/2010								

Signature

Date

FOR CITY USE ONLY

Project: _____

File Number: _____

CDBG Funds NSP Funds