

MEMORANDUM

DATE: June 9, 2020

TO: The Board of Supervisors

FROM: Rebecca Vinroot, Director of Social Services

SUBJECT: Community Development Block Grant Section 3, Local Business and Employment Plan

As a recipient of a Community Development Block Grant (CDBG), James City County must adhere to the requirements of a variety of state and federal laws and regulations in areas such as equal opportunity and labor standards. One such law is Section 3 of the Housing and Community Development Act of 1974, as amended (Section 3). For each new CDBG, Section 3 requires a locality to adopt a written plan setting forth the steps it will take to identify and notify minority, female, and locally owned businesses of goods and services the locality will purchase with grant funds. The attached Section 3, Local Business and Employment Plan (Section 3 Plan) describes procedures the County will follow to notify lower-income County residents of training and employment opportunities.

The County has adhered to these Section 3 requirements in its previous CDBG projects, and these requirements are consistent with the affirmative action policies within the County's purchasing and employment regulations. The Section 3 Plan is based on the model plan suggested by the Virginia Department of Housing and Community Development that administers the CDBG funds.

Staff recommends approval of the attached resolution to adopt the CDBG Section 3, Local Business and Employment Plan.

RV/nb
CDBG-Sect3BusPln-mem

Attachment:

1. Local Business Plan