

MEMO

To: CDBG Committee

From: Pam Rood, Community Development Grant Supervisor

Date: October 27, 2011

Subject: Section 3 Plan

At the October CDBG Committee meeting, the Committee had the opportunity to review the proposed Section 3 Plan. At this time we are bringing the document back for your approval with the understanding that this document will be a work in progress as more committees, external groups and staff review and implement this plan.

In addition, the City of Madison Affirmative Action Division proposes to revise Madison General Ordinance 39.02 to have the Affirmative Action Committee provide administrative review of the decision of the Contract Compliance Officer to grant, deny or revoke certifications as a Section Business Enterprise. See the attached memo from Norman Davis for further information.

At this time we are requesting that the Committee take the following action:

1. Approve the plan and allow the CDD staff to revise the plan as needed to implement the program as required by HUD.
2. Approve the recommendation to change MGO 39.02 to have the Affirmative Action Commission provide administrative review of the decision of the Contract Compliance Officer to grant, deny or revoke certifications as a Section Business Enterprise.