



**STATE OF MISSISSIPPI**  
HALEY BARBOUR, GOVERNOR  
**MISSISSIPPI DEVELOPMENT AUTHORITY**  
GRAY SWOOPE  
EXECUTIVE DIRECTOR

**NSP INSTRUCTION #10-014**

**TO:** All Sub-recipients and Developers of Neighborhood Stabilization Grant Funds and Other Interested Parties

**FROM:** Caldon Williams, Bureau Manager, Neighborhood Stabilization Program *CW*

**DATE:** December 10, 2010

**SUBJECT:** Federal Labor Standards Provisions

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**Purpose:** To notify Neighborhood Stabilization Program (NSP) sub-recipients and developers who are undertaking multi-family projects, regarding the need to comply with Federal Labor Standards Provisions.

**Discussion:** Multi-family projects funded in whole or in part with NSP funds, must adhere to certain Federal Labor Standards Provisions. Complete language on Federal Labor Standards Provisions is addressed in the attached HUD 4010 and should be included in multi-family project construction contracts and sub-contracts. The NSP sub-recipient or developer will include these binding provisions in every contract and subcontract. The sub-recipient or developer will maintain documentation that demonstrates compliance with these provisions/requirements. Such documentation shall be made available to MDA, upon request. All parties to affected contracts should have a working knowledge of the Federal Labor Standards Provisions applicable to their particular contract and all federal regulations cited in the contract provisions. The NSP sub-recipient or developer is responsible for the enforcement of these provisions to ensure compliance. Also attached is an excerpt from the MDA Community Services Division 2010 CDBG Implementation Manual. The excerpt details relevant statutes and specific steps that must be followed to comply with Federal Labor Standards Provisions.

The following forms, documents and posters for adherence to the Federal Labor Standards Provisions are also attached:

- Request for Wage Determination and Response to Request
- Payroll (Form WH-347- See reverse side for required Statement of Compliance)
- Authorization to Make "Other" Deductions
- Record of Employee Interview (Form HUD-11 or Spanish version HUD-11SP)
- OSHA Job Safety and Health Poster
- U.S. Dept. of Labor Wage and Hour Notice Poster
- D.O.L. Federal Minimum Wage Poster
- Equal Employment Opportunity is THE LAW Poster
- Federal Fair Housing Law Poster
- U.S. Dept. of Labor Employee Polygraph Protection Act Poster

The applicable wage decision and all posters must be prominently displayed at the worksite and/or employment office.

For additional HUD policy guidance regarding labor standards as they apply to federally-funded construction work, please review Chapter 16 of "Basically CDBG" (November 2007). Forms and instructions for completing forms are downloadable online at the appropriate agency, i.e., U.S. Department of Labor Wage and Hour Division, U.S. Department of Housing and Urban Development Office of Labor Relations. MDA forms are available at [www.mississippi.org](http://www.mississippi.org). Click Community and Asset Development. Click Infrastructure Grants and Loans. Click CDBG Program. Click HUD Labor Standards Forms.

**Action:** Sub-recipients, developers, contractors, and sub-contractors of NSP multi-family projects will comply with this instruction.

**Contact:** Inquiries regarding this instruction should be directed to Frank Reed at (601) 359-3179. Hearing impaired may contact us at (601) 359-3119 (TTY).

Attachments