



## SECTION 3 COMPLIANCE ADMINISTRATION & SUPPORT

Section 3 of the United States Housing Act of 1937 applies to publicly assisted housing rehabilitation and construction projects. These projects contain employment and subcontracting requirements for Section 3 workers, targeted workers, and business concerns. Each requirement has its own eligibility criteria. Individuals or businesses must provide documentation of meeting the criteria to count toward these requirements.

Contracts contain benchmarks for each of these requirements. If the benchmarks are not met, Contractors and Trade Partners must conduct additional efforts and provide documentation. These efforts and the associated documentation are in addition to the eligibility certifications and detailed reporting requirements.

Advertising, emailing, documenting efforts, verifying eligibility, and collecting certifications & reports can be a source of frustration. Turner Surety and Insurance Brokerage, Inc.'s (TSIB) DiversityAssured® Program can support your firm by performing the outreach, additional efforts, document collection, reporting and other required compliance activities. Our comprehensive understanding of complex regulatory requirements facilitates achieving compliance in a cost-effective and timely manner.

# OUR SERVICES INCLUDE:

- Verification of Section 3 workers, targeted workers, and business concerns
- Section 3 business concern bid list development
- Recruitment strategies for Section 3 workers and targeted workers
- Verification of all efforts
- Contract Administration Services including document collection, data tracking, and reporting
- Conducting and recording additional best efforts to achieve benchmarks
- Field Interviews
- Certified Payroll Reviews

## EXPERIENCE

Our staff has over 50 years of experience in developing, implementing, and administering Federal, State and Local compliance programs on behalf of Contractors and State agencies. We can provide a snapshot of the quality of our work and customize a proposal to meet your needs, whether for a low monthly fee or on a contract-specific basis.



DiversityAssured® can provide support as needed or contract level and at any phase of the project. To further support corporate and/or project staff, TSIB offers in-person, webinar, or online training in a range of topics, customized for the needs of the organization.

**Interested in learning more? Reach out to us today!**

[tsibinc.com](http://tsibinc.com)

201-267-7500

[DiversityAssured@tsibinc.com](mailto:DiversityAssured@tsibinc.com)



**Business Enterprise Questionnaire**