

Maryland Department of General Services (DGS)



Surplus Property Division



Surplus Property Program History

- Established in September 1947.
- Initially available to educational institutions only.
- Formed in each state to support the acquisition of assets from the federal government.

Surplus Property Program History (Cont'd)

- Federal Property and Administrative Services Act of 1949.
 - Surplus property available to health organizations
 - Certified SBA 8(A)
 - State agencies and educational institutions.



DGS Surplus Property Program

The DGS Surplus Property Division

- Provides services and resources to various entities in the State of Maryland.
- GovDeals Program

Federal Surplus Property Program

Works to serve:

- State educational organizational
- Small business approved by the Federal Government

Acquiring Property through GovDeals

The Department of General Services (DGS) is responsible for the management of State assets, including the disposition of surplus property. When Agencies no longer have a need for furniture and equipment these items are made available to the public through an online-auction.

- GovDeals online auction site.

<http://www.govdeals.com>

- No registration required to browse; registration required to bid.
- Click “Register” link to complete an application.



GovDeals Item Categories

Items are updated regularly and are removed once sold.

Categories:

- Audio/Visual Equipment
- Boats & Marine Supplies
- Cafeteria & Kitchen Equipment
- Communication/Electronic Equipment
- Computers, Parts, & Supplies
- Fire & Police Equipment
- Furniture/Furnishings
- Janitorial Equipment
- Lawn Maintenance Equipment
- Office Equipment & Supplies
- Printing & Binding Equipment
- Snow Removal Equipment
- Farm Equipment

Surplus Property Program

- The Federal Surplus Property Donations Works to serve:
 - Non-federal organizations
 - Non profit organizations
- Title 40 of the United States Code (U.S.C.), Section 549 [Title40 Sec549](#)

Federal Surplus Property Donation Programs

The Federal Surplus Property Donation Program enables eligible organizations to obtain surplus property from the Federal government. The Department of General Services (DGS) has been designated the State Agency for Surplus Property (SASP) and has been granted authority to administer this program in the State of Maryland.

- Eligible participants include:
 - U.S. SBA 8(a) certified small businesses
 - Nonprofit Educational or Public-Health Institutions
 - Nonprofit and Public Programs for the Elderly
 - Service Educational Activities (SEAs)
 - State and Local Government Entities

Computers for Learning Program

- Computers for Learning (CFL)

Aims to target and assist:

- Public, private or parochial schools,
 - Daycare centers with state-approved curriculums
 - Educational nonprofit organizations
-
- Online registration for the program can be found at:
www.computersforlearning.gov

Finding and Obtaining Surplus Property

Contact the Maryland SASP to:

- View and inspect property available to donees
- Submit a “want list” to the SASP
- Obtain authorization to access GSAXcess
 - Inventory of federal surplus property
 - Visit federal government warehouses/facilities
 - GSA Warehouse in Springfield, VA
 - USDA Warehouse in Beltsville, MD

Federal Surplus Program for U.S. SBA

Application

- Online application to participate in the programs
<https://dgs.maryland.gov/Pages/SurplusProperty/Federal.aspx>
- Application valid for 3 years.



MDSASP Application & Donee's Want List



MARYLAND STATE AGENCY
FOR SURPLUS PROPERTY (Federal Donation)
APPLICATION FOR ELIGIBILITY
Title 41 Code of Federal Regulations Section 102-37

MARYLAND STATE AGENCY
FOR SURPLUS PROPERTY (Federal Donation)

NEW RENEWAL ACCOUNT NO. _____

I. LEGAL NAME & MAILING ADDRESS OF APPLICANT ORGANIZATION/COMPANY

Name of Entity _____ Federal Tax Id Number _____
Mailing Address **PO BOXES ARE NOT ACCEPTABLE** (Street, City, State, and Zip) _____
Telephone No. _____ Fax No. _____ Email Address _____

II. APPLICANT STATUS (CIRCLE):

- A. PUBLIC AGENCY, INCLUDING PUBLIC SCHOOL
- B. NONPROFIT, TAX-EXEMPT ORGANIZATION
- C. SEA
- D. PUBLIC AIRPORT
- E. SMALL BUSINESS B(A)
- F. VETERANS

III. TYPE OR PURPOSE: Please circle (ONLY ONE (1) category):

- Library Child Care Center Medical institution Local Jurisdiction (City/Town/County) Treatment Center
State Agency SBA (8a) Training Center Service Educational Activity Veterans Org
Health Center/Clinic Hospital Educational Radio/TV Station Radio/TV Stations FCC Licensed
Shelter Provider of Assistance to Homeless College/University Veteran Small Business
Provider of Assistance to the Impoverished/Needy School Programs for the Elderly School District/Board
Museum Research Center

IV. PROVIDE NARRATIVE DESCRIPTION OF PROGRAM OR SERVICES OFFERED, INCLUDING DESCRIPTION OF FACILITIES OPERATED (SEPARATE DOCUMENT ON ORGANIZATION LETTERHEAD, BROCHURE, CAPABILITIES STATEMENT, ETC)

V. SOURCE OF FUNDING (ATTACH SUPPORTING DOCUMENTATION TAX RETURN, 990; FINANCIAL STATEMENT; P/L STATEMENT, ETC):
Tax Supported Grant Contributions Other (specify) _____

VI. HAS THE ORGANIZATION BEEN DETERMINED TO BE TAX EXEMPT UNDER SECTION 501 OF THE INTERNAL REVENUE CODE OF 1954? ____ (COPY REQUIRED)

VII. HAS THE ORGANIZATION BEEN APPROVED, ACCREDITED OR LICENSED BY THE STATE? ____
YOU MUST PROVIDE WRITTEN EVIDENCE. (IF A MARYLAND LICENSE IS REQUIRED TO FULFILL ORGANIZATION PURPOSE/SERVICE, PLEASE SUBMIT A LEGIBLE COPY) (Education/Health/Medical/Treatment Centers/Shelters/SEA)

VIII. PROVIDE A LISTING OF PROPERTY THAT YOUR ORGANIZATION IS INTERESTED IN OBTAINING FROM MSASP. (COMPLETE AND SUBMIT THE ATTACHED "DONEE WANT LIST")

Date Authorized Donee Signature

DONEE'S 'WANT LIST'

Below is a list of property types that may be available through the Maryland State Agency for Surplus Property (MSASP).

Please check all types of property that your organization may be interested in obtaining from MSASP. Note that checking a property type does not obligate your organization in any way to purchase that type of item nor does it limit the types of items that you may request throughout the year.

(Please check all boxes that apply)

- Computer Equipment
- Generators
- Mobile Homes
- Office Furniture
- Vehicles
- Weapons
- Heavy Equipment
- Kitchen Equipment
- Travel Trailers
- Boats
- Hand Tools
- Other (Please list below)



Program Restrictions

SBA 8(a) certified small businesses Program restrictions:

- The use of the property is consistent with the objectives of the Participant's 8(a) business plan.
- The property must be used in the normal conduct of business activities.
- The property must be used as intended within one year of receipt.
- The property must remain in use for the required time based on type of property acquired.
- The property will not be sold or transferred to any party without prior approval.
- The SBA, GSA, and/or the SASP must be granted access to inspect the property and all records pertaining to the property when requested.

Acquisition Process

Federal
Government

Donates to

MDSASP

Donates to

Donee



Steps to SBA 8a Property Acquisition

1)

Notify MDSASP for property to be formally requested

2)

Review, sign, and return the service charge acknowledgement memo from MDSASP

3)

GSA will notify MDSASP if you have been awarded/allocated the property.

4)

Once property is awarded you will be notified to pick-up property within 3 business days.

5)

Notify MDSASP & BOS upon successful pick-up of assets



The End

Questions?

