

Tight budget?

Looking to save money
for your organization?

*The Federal Surplus
Property Program may
be able to help!*

<https://doa.wi.gov/Pages/Federal-Surplus-Property-Program.aspx>

Contact Us

For complete program information,
including an application, visit our
website at:

<https://doa.wi.gov/Pages/Federal-Surplus-Property-Program.aspx>

If you have questions, please
contact us at:

WIFederal@wisconsin.gov



Federal Surplus Property Program



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WIFederal@wisconsin.gov

What is the Federal Surplus Property Program?

The Federal Surplus Property Program helps organizations obtain property the federal government no longer needs at greatly discounted rates.

Who is eligible to participate?

Eligible recipients include:

- Public Agencies (State and Local Government)
 - School Systems
 - Colleges and Universities
 - Police, Sheriff, Fire Departments
- Service Educational Activities (SEA)
 - Girl and Boy Scouts
 - American Red Cross
 - Others
- Small Business Administration (SBA) 8(a) Contractor Firms
- Non-Profits
 - Elder Care
 - Food Bank
 - Healthcare
 - Homeless Services
 - Services to the Impoverished
 - Museums
 - Educational Organizations
 - Joint Apprentice Programs
 - Sheltered Workshops
- Designated Veteran's Services Organizations

What property is available?

Many types of property are available through the program, including:

- Electronics
- Tools
- Office Furniture
- Medical Equipment
- Compressors
- Generators
- Food Preparation Items
- Vehicles
- *And many others!*

How do I obtain property?

Eligible organizations can obtain items from the Federal Surplus Property Program in four easy steps!

1. Go to <https://doa.wi.gov/Pages/Federal-Surplus-Property-Program.aspx> and download the **Eligibility Application**, located under the **Program Eligibility** tab.
2. Complete the application and submit it and all required documents to **WIFederal@wisconsin.gov**.
3. Once approved and assigned a login, start looking for property at <https://GSAXcess.gov>.
4. When you find an item you're interested in, email the **Item Control** Number to **WIFederal@wisconsin.gov**. We will review your request for potential acquisition.

What does it cost?

The per item service charge is:

- 5% of the original acquisition cost established by the federal government,
- Or \$50, whichever is more.

Customers are responsible for paying the transportation costs associated with items shipped through the program.

What are the guidelines?

To ensure the property is going to eligible organizations for proper use, federal law requires certain restrictions be placed on equipment.

Some general requirements include:

- Items must be acquired for organizational purposes. **Items may not be acquired for personal use.**
- Items must be placed in use within 12 months of receipt and must be used for a period of 12 months thereafter. Longer terms may apply for special items.
- During the restricted period of use, the organization may not sell, trade, lease, lend, bail, encumber, or otherwise dispose of such items without prior written approval.