

Congress of the United States
U.S. House of Representatives
Committee on Small Business
2361 Rayburn House Office Building
Washington, DC 20515-6315

June 15, 2023

The Honorable Bryan Steil
Chairman
Committee on House Administration
1309 Longworth HOB
Washington, DC 20515

Dear Chairman Steil:

In accordance with the regulations of the Committee on House Administration, I am submitting one copy of the monthly report for May 2023, including:

- A. Summary of the progress of the specific investigations and studies for which funds were approved.
- B. Statement of expenses for the month and year to date.
- C. Report of travel performed using Committee funds.
- D. List of Committee employees, job titles and gross monthly salaries.
- E. Certification by the Chair of the reporting Committee that the report is available to Members of the Committee for examination.
- F. A list of all Committee detailees with each detailee's effective start and end date of detail at the Committee.

The report is available to members of the committee for examination.

Sincerely,



Roger Williams
Chairman

**Activities of the
Committee on Small Business
118th Congress, 1st Session
May 2023**

May 10, 2023-Full Committee Hearing: *“Taking on More Risk: Examining the SBA’s Changes to the 7(a) Lending Program Part I”*

May 11, 2023- Subcommittee on Contracting and Innovation Hearing: *“Leveling the Playing Field: The State of Small Business Contracting”*

May 17, 2023-Full Committee Hearing: *“Taking on More Risk: Examining the SBA’s Changes to the 7(a) Lending Program Part II”*

May 23, 2023-Full Committee Markup

May 24, 2023- Full Committee Hearing: *“Saluting Service: Supporting Veteran Owned Small Businesses”*

Monthly Financial Statement by Legislative Year

Office: 10SM000 COMMITTEE ON SMALL BUSINESS
 Authorization Year 2023
 2023:118th Congress 1st Session
 Month: May 2023

Budget to Actual

Program	Object Class	YTD Budget Original	YTD Budget Adjusted	YTD Budget Revised	YTD Committed	YTD Obligated	YTD Received	YTD Disbursed	YTD Total Actual	YTD Total Available
	** Authorization	3,621,000.00	0.00	3,621,000.00	0.00	0.00	0.00	0.00	0.00	3,621,000.00
	11 Personnel Compensation	0.00	0.00	0.00	0.00	0.00	0.00	992,812.82	992,812.82	(992,812.82)
	21 Travel	0.00	0.00	0.00	0.00	0.00	0.00	4,670.37	4,670.37	(4,670.37)
	23 Rent, Communications, Utilities	0.00	0.00	0.00	0.00	0.00	0.00	7,106.19	7,106.19	(7,106.19)
	24 Printing and Reproduction	0.00	0.00	0.00	0.00	0.00	0.00	2,121.00	2,121.00	(2,121.00)
	25 Other Services	0.00	0.00	0.00	0.00	0.00	0.00	29,785.87	29,785.87	(29,785.87)
	26 Supplies and Materials	0.00	0.00	0.00	0.00	0.00	0.00	12,783.17	12,783.17	(12,783.17)
	31 Equipment	0.00	0.00	0.00	0.00	0.00	0.00	3,296.97	3,296.97	(3,296.97)
	Total	3,621,000.00	0.00	3,621,000.00	0.00	0.00	0.00	1,052,576.39	1,052,576.39	2,568,423.61
AE200	** Authorization	5,000.00	0.00	5,000.00	0.00	0.00	0.00	0.00	0.00	5,000.00
	Total	5,000.00	0.00	5,000.00	0.00	0.00	0.00	0.00	0.00	5,000.00

Monthly Financial Statement by Legislative Year

Office: 10SM000 COMMITTEE ON SMALL BUSINESS

Authorization Year 2023
 2023:118th Congress 1st Session
 Month: May 2023

Disbursed Summary

Program	Object Class	Budget Object Class	MTD Disbursed	YTD Disbursed
11 Personnel Compensation		1101 Non-Statutory Compensation	208,433.35	919,743.37
		1104 Accrued Leave	0.00	3,069.45
		1106 Bonus	0.00	70,000.00
		Total	208,433.35	992,812.82
		2101 Airfare Commercial Transport	0.00	2,472.48
		2105 Lodging	0.00	1,301.49
21 Travel		2110 Meals	0.00	341.81
		2115 WI-FI On Travel	0.00	19.00
		2120 Car Rental	0.00	214.43
		2135 Taxi/Ride Share	0.00	313.62
		2137 Tolls	0.00	7.54
		Total	0.00	4,670.37
		2320 DC Telecom Equip (TRANSFER)	402.00	1,044.00
		2321 DC Telecom Serv (TRANSFER)	214.25	864.75
23 Rent, Communications, Utilities		2322 DC Telecom Tolls (TRANSFER)	1,183.56	5,108.10
		2335 HIR Graphics (TRANSFER)	0.00	56.00
		2350 Postage / Courier / Box Rental	0.00	33.34
		Total	1,799.81	7,106.19
24 Printing and Reproduction		2402 Non-Frankable Printing & Repro	346.50	2,121.00
		Total	346.50	2,121.00
25 Other Services		2571 Technology Service Contracts	3,222.00	16,745.87
		2572 Web Dev Hst,Email & Rltd Serv	8,885.00	13,040.00
		Total	12,107.00	29,785.87
26 Supplies and Materials		2602 Water	271.08	1,462.90
		2603 Food & Beverage	310.31	2,652.04
		2620 Office Supplies (Outside)	1,603.92	4,328.16
		2621 Office Supply (TRANSFER)	930.13	3,356.33
		2623 Software < \$500	397.04	983.74

Monthly Financial Statement by Legislative Year

Office: 10SM000 COMMITTEE ON SMALL BUSINESS

Authorization Year 2023
 2023:118th Congress 1st Session
 Month: May 2023

Program	Object Class	Budget Object Class	MTD Disbursed	YTD Disbursed
	26 Supplies and Materials	Total	3,512.48	12,783.17
		3105 Office Equip Purch <\$25,000	0.00	1,271.99
		3112 Computer Hardw Purch <\$25,000	537.42	(2,654.79)
		3118 Maintenance / Repairs	1,210.97	4,679.77
		Total	1,748.39	3,296.97
EXPEN General Expenditures	31 Equipment	Total	227,947.53	1,052,576.39

**Small Business Committee - Majority
Fund Balance Statement
May 2023**

Total Funds	\$2,414,000.00
January Totals	\$ 41,474.19
February Totals	\$99,874.02
March Totals	\$183,230.72
April Totals	\$ 151,727.85
May Totals	\$ 156,766.06
June Totals	
July Totals	
August Totals	
Septemeber Totals	
October Totals	
November Totals	
December Totals	
Total Spent	\$ 633,072.84
Funds Remaining	\$1,780,927.16

**Small Business Committee - Majority
Monthly Balance Statement
May 2023**

Payroll	\$ 140,850.01
Bonuses	\$0.00
SUBTOTAL	\$ 140,850.01
Travel	
Airfare	\$0.00
Lodging	\$0.00
Meals	\$0.00
WIFI on Travel	\$0.00
Car Rental	\$0.00
Taxi, Parking, Tolls	\$0.00
SUBTOTAL	\$0.00
Rent, Comm, Utilities	
DC Tel Equipment	\$140.00
DC Tell Service	\$136.75
DC Tell Tolls	\$629.97
HIR Graphics	
SUBTOTAL	\$906.72
Print and Reprod	
Print and Reprod	\$346.50
Photographic	
SUBTOTAL	\$346.50
OTHER SERVICES	
Technology Service Contracts	\$1,611.00
Web Hosting/Email Service	\$ 8,500.00
SUBTOTAL	\$ 10,111.00
SUPPLIES & MATERIALS	
Bottled Water	\$88.04
Food & Beverage	\$310.31
Framing (Transfer)	
Supplies Outside	\$1,603.92
OSS Supplies	\$930.13
Software < \$500	\$397.04
Publications	\$ -
SUBTOTAL	\$ 3,329.44
EQUIPMENT	
Equipment Purchase <\$25K	\$ 537.42
Computer Hardward Purchase	\$0.00
Equip Maintenance	\$ 684.97
SUBTOTAL	\$ 1,222.39
TOTAL	\$ 156,766.06

**Committee on Small Business
Minority
Fund Balance Statement by Paid Date
May**

Total Authorization
118-1 **\$1,207,000.00**

Less Expenses for:

January	2023	\$95,502.01
February		\$87,433.58
March		\$87,368.80
April		\$78,017.69
May		\$71,181.47
June		\$0.00
July		\$0.00
August		\$0.00
September		\$0.00
October		\$0.00
November		\$0.00
December		\$0.00

Total Expenses to Date: **\$419,503.55**

Unexpended authorization **\$787,496.45**

**Committee on Small Business
Minority
Monthly Statement by Paid Date
118-1 May**

Description	YTD Including		Cumulative Total
	May	May	
Non-Statutory Compensation	\$ 67,583.34	\$ 400,111.13	\$ 400,111.13
Accrued Leave	\$ -	\$ 3,069.45	\$ 3,069.45
11-Personnel Compensation subtotal	\$ 67,583.34	\$ 403,180.58	\$ 403,180.58
DC Telecom Equipment (TRANSFER)	\$ 262.00	\$ 358.00	\$ 358.00
DC Telecom Service (TRANSFER)	\$ 77.50	\$ 325.50	\$ 325.50
DC Telecom Tolls (TRANSFER)	\$ 553.59	\$ 2,590.83	\$ 2,590.83
HIR Graphics (TRANSFER)	\$ -	\$ 6.00	\$ 6.00
Postage/Courier/Box Rental	\$ -	\$ 33.34	\$ 33.34
23-Rent, Communications & Utilities subtotal	\$ 893.09	\$ 3,313.67	\$ 3,313.67
Technology Service Contracts	\$ 1,611.00	\$ 8,055.00	\$ 8,055.00
Web Dev, Hosting, Email, Related Services	\$ 385.00	\$ 1,540.00	\$ 1,540.00
25-Other Services subtotal	\$ 1,996.00	\$ 9,595.00	\$ 9,595.00
Water	\$ 183.04	\$ 519.95	\$ 519.95
Food & Beverage	\$ -	\$ 114.46	\$ 114.46
Office Supply Transfer	\$ -	\$ 70.00	\$ 70.00
Software Under \$500.00	\$ -	\$ 68.12	\$ 68.12
26-Supplies, Materials subtotal	\$ 183.04	\$ 772.53	\$ 772.53
Equipment & Software Maintenance	\$ 526.00	\$ 2,641.77	\$ 2,641.77
31-Equipment subtotal	\$ 526.00	\$ 2,641.77	\$ 2,641.77
Total Expenses	\$ 71,181.47	\$ 419,503.55	\$ 419,503.55

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Allocation	\$5,000
January	\$0
Feburary	\$0.00
March	\$0.00
April	
May	
June	
July	
August	
Septemeber	
October	
November	
December	
Total Expended	\$0
Unexpended Allocation	\$5,000

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Employee List-May 2023

Last Name	First Name	Title	Gross Salary	Start Date	End Date
Benedetti	Cathleen	Professional Staff	0	5/30/2023	
Bowman	Matthew	Sr. Professional Staff member	9,166.67		
Burton	Matthew	Communications Advisor	7,500.00		
Chambless	Stephanie	Counsel	11,250.00		
Coffield	Andrew	Professional Staff	6,708.33	5/8/2023	
Conklin	Elisabeth	Professional Staff	7,916.67		
David	William	Counsel	3,500.00		5/12/2023
Denham	Samantha	Deputy Communications Director	7,916.67		
Erkel	Richard	Senior Advisor	666.67	5/1/2023	
Finks	Lauren	Director of Operations	7,083.33		
Garcia	Moraima	Office Manager	8,333.33		
High	Heidi	Professional Staff	3,750.00	5/1/2023	
Holmes	Lauren	General Counsel	13,750.00		
Johnson	Benjamin	Staff Director	16,975.00		
Joseph	Adam	Press and Disital Assistant	2,166.67	5/18/2023	
Jung	Melissa	Staff Director/Chief Counsel	15,000		
Lambert	Ryan	Professional Staff	8,750		
Low	Matthew	Professional Staff	1,500	5/22/2023	
Majida	Reda	Staff Assistant	4,167		
McGinnis	Michael	Deputy Communications Director	9,166.67		
McWade	Timothy	Shared Employee	3,333.33		
Rivera Goyco	Irene	Prcurement Counsel	1,666.67		5/5/2023
Rothe	Andrew	Policy Director	9,000.00	5/13/2023	
Smith	Chandler	Proffessional Staff	7,916.67	5/1/2023	
VanHyfte	Matthew	Communications Director	10,833.33		
Ver Hage	Emma	Clerk	5,833.33		
Vogel	Ann	Shared Employee	2,916.67		
Wallwork	Lucas	Member Services/Coalitions Dire	10,000.00		
Williams-Harrington	Ellen	Deputy Staff Director	11,666.67		

PERSONAL	208,433.35
LUMP SUM BONUS	
TOTAL	208,433.35

Committee on Small Business
118th Congress, 1st Session
Detailee List
May 30, 2023

<u>Detaillee Name</u>	<u>Agency</u>	<u>Start Date</u>	<u>End Date</u>
Steward, Deborah	GPO	1/3/2023	12/31/2023