

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

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

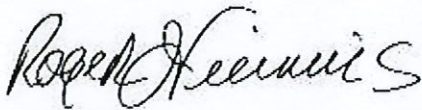
Dear Chairman Steil:

In accordance with the regulations of the Committee on House Administration, I am submitting one copy of the monthly report for March 2024, 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  
118<sup>th</sup> Congress, 2<sup>nd</sup> Session  
March 2024**

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March 6, 2024-Full Committee Hearing: *“Reducing Mismanagement: GAO Recommendations for Improving the SBA.”*

March 12, 2024- Subcommittee Hearing: Oversight, Investigation, and Regulations; *“Navigating Regulations: Alternative Pathways to Investing in Small Businesses.”*

March 20, 2024-Full Committee Hearing: *Conducting Oversight: Testimony from the Small Business Administrator.”*

The House of Representatives  
**Monthly Financial Statement by Legislative Year**

Office: 10SM000 COMM ON SMALL BUSINESS MAJ

Authorization Year 2024  
 2024:118th Congress 2nd Session  
 Month: 2024 March - Open

**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
EXPEN	** Authorization	2,499,333.33	0.00	2,499,333.33	0.00	0.00	0.00	0.00	0.00	2,499,333.33
	11 Personnel Compensation	0.00	0.00	0.00	0.00	0.00	0.00	517,929.99	517,929.99	(517,929.99)
	21 Travel	0.00	0.00	0.00	0.00	0.00	0.00	1,935.25	1,935.25	(1,935.25)
	23 Rent, Communications, Utilities	0.00	0.00	0.00	0.00	0.00	0.00	2,440.34	2,440.34	(2,440.34)
	24 Printing and Reproductions	0.00	0.00	0.00	0.00	0.00	0.00	231.00	231.00	(231.00)
	26 Supplies and Materials	0.00	0.00	0.00	0.00	0.00	0.00	3,148.97	3,148.97	(3,148.97)
	31 Equipment	0.00	0.00	0.00	0.00	0.00	0.00	1,665.00	1,665.00	(1,665.00)
<b>Total</b>	<b>2,499,333.33</b>	<b>0.00</b>	<b>2,499,333.33</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>527,350.55</b>	<b>527,350.55</b>	<b>1,971,982.78</b>
** Authorization	5,000.00	0.00	5,000.00	0.00	0.00	0.00	0.00	0.00	0.00	5,000.00
FM Flanked Mail	0.00	0.00	0.00	0.00	0.00	0.00	0.00	5.18	5.18	(5.18)
<b>Total</b>	<b>5,000.00</b>	<b>0.00</b>	<b>5,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>5.18</b>	<b>5.18</b>	<b>4,994.82</b>

The House of Representatives  
**Monthly Financial Statement by Legislative Year**

Office: 10SM999    COMM ON SMALL BUSINESS MIN

Authorization Year 2024  
 2024:118th Congress 2nd Session  
 Month: 2024 March - Open

**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	1,249,666.67	0.00	1,249,666.67	0.00	0.00	0.00	0.00	0.00	1,249,666.67
	11 Personnel Compensation	0.00	0.00	0.00	0.00	0.00	0.00	244,753.33	244,753.33	(244,753.33)
	23 Rent, Communications, Utilities	0.00	0.00	0.00	0.00	0.00	0.00	689.89	689.89	(689.89)
EXPEN	26 Supplies and Materials	0.00	0.00	0.00	0.00	0.00	0.00	1,504.24	1,504.24	(1,504.24)
	31 Equipment	0.00	0.00	0.00	0.00	0.00	0.00	2,485.58	2,485.58	(2,485.58)
	<b>Total</b>	<b>1,249,666.67</b>	<b>0.00</b>	<b>1,249,666.67</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>249,433.04</b>	<b>249,433.04</b>	<b>1,000,233.63</b>

**Small Business Committee - Majority  
Fund Balance Statement  
March 2024**

Total Funds		\$2,499,333.33
January Totals	\$	166,833.30
February Totals	\$	181,376.78
March Totals	\$	179,140.47
April Totals		
May Totals		
June Totals		
July Totals		
August Totals		
Septemeber Totals		
October Totals		
November Totals		
December Totals		
Total Spent	\$	527,350.55
Funds Remaining		\$1,971,982.78

**Small Business Committee - Majority  
Monthly Balance Statement  
March 2024**

<b>Payroll</b>	\$ 176,841.67
Bonuses	\$0.00
<b>SUBTOTAL</b>	<b>\$ 176,841.67</b>
<b>Travel</b>	
Airfare	\$0.00
Lodging	\$0.00
Meals	\$0.00
WIFI on Travel	\$0.00
Car Rental	\$0.00
Auto Mileage	\$0.00
Taxi, Parking, Tolls	\$0.00
<b>SUBTOTAL</b>	<b>\$0.00</b>
<b>Rent, Comm, Utilities</b>	
DC Tel Equipment	\$64.00
DC Tell Service	\$229.75
DC Tell Tolls	\$916.66
<b>SUBTOTAL</b>	<b>\$1,210.41</b>
<b>Print and Reprod</b>	
Print and Reprod	\$0.00
Photographic	
<b>SUBTOTAL</b>	<b>\$0.00</b>
<b>OTHER SERVICES</b>	
Technology Service Contracts	\$0.00
Web Hosting/Email Service	\$ -
<b>SUBTOTAL</b>	<b>\$ -</b>
<b>SUPPLIES &amp; MATERIALS</b>	
Bottled Water	\$143.92
Food & Beverage	\$299.12
Framing (Transfer)	\$0.00
Supplies Outside	\$247.98
OSS Supplies	\$167.50
Software < \$500	(\$831.60)
Publications	\$ 381.47
<b>SUBTOTAL</b>	<b>\$ 408.39</b>
<b>EQUIPMENT</b>	
Equipment Purchase <\$25K	\$ -
Computer Hardward Purchase	\$0.00
Equip Maintenance	\$ 680.00
<b>SUBTOTAL</b>	<b>\$ 680.00</b>
<b>TOTAL</b>	<b>\$ 179,140.47</b>

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

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**Total Authorization**  
**118-2** **\$1,249,666.67**

**Less Expenses for:**

January	2024	\$74,635.57
February		\$87,363.02
March		\$87,434.45
April		\$0.00
May		\$0.00
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:** **\$249,433.04**

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**Unexpended authorization** **\$1,000,233.63**

**Committee on Small Business  
Minority  
Monthly Statement by Paid Date  
118-2 March**

Description	March	YTD Including March	Cumulative Total
Non-Statutory Compensation	\$ 83,549.99	\$ 244,753.33	\$ 244,753.33
<b>11-Personnel Compensation subtotal</b>	<b>\$ 83,549.99</b>	<b>\$ 244,753.33</b>	<b>\$ 244,753.33</b>
DC Telecom Equipment (TRANSFER)	\$ 36.00	\$ 68.00	\$ 68.00
DC Telecom Service (TRANSFER)	\$ 85.25	\$ 162.75	\$ 162.75
DC Telecom Tolls (TRANSFER)	\$ 997.09	\$ 459.14	\$ 459.14
HIR Graphics (TRANSFER)	\$ -	\$ -	\$ -
Postage/Courier/Box Rental	\$ -	\$ -	\$ -
<b>23-Rent, Communications &amp; Utilities subtotal</b>	<b>\$ 1,118.34</b>	<b>\$ 689.89</b>	<b>\$ 689.89</b>
Water	\$ 156.14	\$ 198.52	\$ 198.52
Office Supplies (Outside)	\$ 747.00	\$ 747.00	\$ 747.00
Office Supply Transfer	\$ -	\$ 4.32	\$ 4.32
Software Less Than \$500.00	\$ 554.40	\$ 554.40	\$ 554.40
<b>26-Supplies, Materials subtotal</b>	<b>\$ 1,457.54</b>	<b>\$ 1,504.24</b>	<b>\$ 1,504.24</b>
Office Equipment Purchase Less Than \$25,000	\$ (526.00)	\$ -	\$ -
Computer Softw Purchase Less Than \$10,000.00	\$ 907.58	\$ 907.58	\$ 907.58
Maintenance / Repairs	\$ 927.00	\$ 1,578.00	\$ 1,578.00
<b>31-Equipment subtotal</b>	<b>\$ 1,308.58</b>	<b>\$ 2,485.58</b>	<b>\$ 2,485.58</b>
<b>Total Expenses</b>	<b>\$ 87,434.45</b>	<b>\$ 249,433.04</b>	<b>\$ 249,433.04</b>



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<b>Allocation</b>	<b>\$5,000</b>
January	\$0
Feburary	\$0.00
March	\$5.18
April	
May	
June	
July	
August	
Septemeber	
October	
November	
December	
<b>Total Expended</b>	<b>\$5</b>
<b>Unexpended Allocation</b>	<b>\$4,995</b>



**MINORITY**

	Dates of Travel		Purpose	Itinerary	Reimbursement Claimed			Total
	From	To			Transportation	Meals, Lodging & Incidentals	Other	
Traveler								
NO TRAVEL PERFORMED								
Total Minority Travel Performed								\$0.00

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Employee List-March 2024-Majority

Last Name	First Name	Title	Gross Salary	Start Date	End Date
Albrecht	Alexander	Counsel	8,750.00		
Chambless	Stephanie	Counsel	12,500.00		
Coffield	Andrew	Professional Staff	9,166.67		
Conklin	Elisabeth	Professional Staff	8,333.33		
Denham	Samantha	Deputy Communications Director	8,333.33		
Eckhardt	Christopher	Law Clerk	3,750.00		
Fedorchak	Mary Kathryn	Shared Employee	1,666.67		
High	Heidi	Professional Staff	9,166.67		
Holmes	Lauren	General Counsel	15,000.00		
Johnson	Benjamin	Staff Director	17,675.00		
Joseph	Adam	Press Assistant and Digital Assista	5,416.67		
Lambert	Ryan	Professional Staff	9,167		
Majida	Reda	Staff Assistant	4,583		
McCutchen	Kevin	Press Secretary	7,500		
Rothe	Andrew	Policy Director	15,416.67		
Smith	Chandler	Professional Staff	8,333.33		
VanHyfte	Matthew	Communications Director	12,083.33		
Ver Hage	Emma	Clerk	6,250.00		
Vogel	Ann	Shared Employee	2,916.67		
Wallwork	Lucas	Member Services/Coalitions Dire	10,833.33		

PERSONAL	176,841.67
LUMP SUM BONUS	0.00
<b>TOTAL</b>	<b>176,841.67</b>

**Committee on Small Business | 118th Congress, 2nd Session****Employee List-March 2024-Minority**

<b>Last Name</b>	<b>First Name</b>	<b>Title</b>	<b>Gross Salary</b>	<b>Start Date</b>	<b>End Date</b>
Benedetti	Cathleen	Professional Staff	10,416.67		
Bowman	Matthew	Sr. Professional Staff member	9,583.33		
Erkel	Richard	Senior Advisor	666.67		
Garcia	Moraima	Office Manager	10,733.33		
Jung	Melissa	Staff Director/Chief Counsel	15,208		
Low	Matthew	Professional Staff	5,625		
McGinnis	Michael	Deputy Communications Director	9,900.00		
McWade	Timothy	Shared Employee	1,583.33		
Voslow	Lauren	Director of Operations	7,750.00		
Williams-Harrington	Ellen	Deputy Staff Director	12,083.33		

<b>PERSONAL</b>	<b>83,549.99</b>
<b>LUMP SUM BONUS</b>	<b>0.00</b>
<b>TOTAL</b>	<b>83,549.99</b>

**Committee on Small Business**  
**118<sup>th</sup> Congress, 2nd Session**  
**Detailee List**  
**March 31, 2024**

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<u>Detaillee Name</u>	<u>Agency</u>	<u>Start Date</u>	<u>End Date</u>
Steward, Deborah	GPO	1/3/202	12/31/2024