



## Real Property Utilization & Disposal

GSA is responsible for promoting effective use of federal real property assets, as well as the disposal of real property that is no longer mission-critical to federal agencies.

With thousands of properties in the federal portfolio, disposing of underused federal property is a considerable task. GSA—while working together with partner federal agencies, state and local governments, non-profit organizations, business groups, and citizens—leaves a lasting positive impact on communities by making valuable government real estate available for numerous public purposes.

Unneeded or underutilized federal property can vary widely in type and value, and may include:

- Undeveloped land;
- Office buildings;
- Warehouses;
- Commercial and industrial facilities;
- Military holdings; and
- Single- and multi-family residences.

These former federal properties can contribute to a community's vitality by providing benefits such as:

- Expanded employment opportunities;
- Housing for the homeless; and
- Establishment of educational centers, parks, and open spaces.

Property may be located in any of the 50 states, the District of Columbia, Puerto Rico, the U.S. Virgin Islands, and the U.S. Pacific Territories.

[Office of Real Property Utilization & Disposal Resource Center](#). Provides information about the handling of excess real property and information on properties being offered for sale to the general public.

[Realestatesales.gov](#) – GSA's Real Property auction website allows the public to bid on property 24 hours a day/365 days a year.

Additional information is available specifically for:

### Federal agencies disposing of real property:

- <http://disposal.gsa.gov/FAA>

### Federal agencies looking for real property:

- <https://disposal.gsa.gov/FederalExcessNotices>

### **State agencies and public organizations looking for real property:**

- <https://disposal.gsa.gov/SurplusNotices>

### **Citizens looking for real property:**

- <https://realestatesales.gov>

### **The Disposal Process**

When disposing of federal real estate, the following process is mandated by federal law. The major steps in this process are illustrated below; however, not every property goes through every step of the process.

#### **Excess Property**

When a federal agency no longer needs a property to carry out its program responsibilities, it reports this property as “excess” to its needs.

#### **Federal Transfer**

GSA first offers excess property to other federal agencies that may have a program need for it. If another federal agency identifies a need, the property can be transferred to that agency.

#### **Surplus Property**

If there is no further need for the property within the federal government, the property is determined “surplus” and may be made available for other uses through public benefit conveyances (PBC), including homeless use, negotiated sales, or public sales based on GSA's determination of the property's highest and best use.

#### **Homeless Conveyance**

If a property is suitable for homeless use, according to the Department of Housing and Urban Development, we must first consider transferring the property as a homeless conveyance before any other public benefit conveyance can be considered.

#### **Public Benefit Conveyance**

As a PBC, the property can be substantially discounted in price (up to 100% reduction in fair market value) if it is used for a specific public use that qualifies for a PBC through a partner federal agency.

#### **Negotiated Sale**

GSA can negotiate a sale at appraised fair market value with a state or local government if the property will be used for another public purpose.

## **Public Sale of Property**

If state and local governments or other eligible non-profits do not wish to acquire the property, GSA can dispose of surplus property via a competitive sale to the public, generally through a sealed bid or auction.

Since 1987, GSA has conveyed over \$3 billion worth of property across the United States. Of this, about one third has been conveyed to state or local governments and non-profit organizations at a substantial discount in price.

## **Finding Federal Property**

### **How to Find Available Federal Property For Public Use**

When surplus property becomes available as a possible PBC or Negotiated Sale, GSA prepares a surplus screening notice for the property. The notice contains a brief description of the property, a list of the PBC uses and statutes under which the property can be conveyed, and contact information for the Regional office and appropriate sponsoring agencies. Surplus screening notices are available at the [Office of Real Property Utilization & Disposal Resource Center](#). Public entities are encouraged to visit this website for valuable information regarding federal properties and GSA regulations.

### **Excess Real Property Available to Federal Agencies**

GSA first offers excess property to other federal agencies that may have a program need for it. If another federal agency identifies a need, the property can be transferred to that agency.

To request transfers of excess federal property, please complete [GSA - 1334 Request for Transfer of Excess Real and Related Personal Property](#).

To view available excess federal property or for more information visit the [Office of Real Property Utilization & Disposal Resource Center](#).

### **Surplus Real Property Available for Public Use**

Federal real estate properties that are no longer needed by the federal government may be made available for public uses to state and local governments, regional agencies, or non-profit organizations.

Public uses for properties are those that are accessible to and can be shared by all members of a community, and include community centers, schools and colleges, parks, municipal buildings and many more.

GSA's Office of Property Disposal notifies state and local agencies of the availability of any surplus federal real property that they may be eligible to acquire under certain laws. These laws allow property to be transferred to public agencies and institutions at discounts up to 100 percent of fair market value for:

- [Public health or educational uses](#)

- [Public Parks and Public Recreational Areas](#)
- [Historic monuments](#)
- [Homeless assistance](#)
- [Correctional institutions](#)
- [Port facilities](#)
- [Highways](#)
- [Wildlife Conservation](#)
- [Self-help housing](#)
- [Law Enforcement and Emergency Management Response \(PDC\)](#)
- [Negotiated Sales to Public Agencies](#)

Surplus property also may be leased to local public agencies to assist the homeless, and sales to public agencies may be negotiated at fair market value without restrictions on use.

#### Notification Procedure

Based on the property's location, the appropriate regional office writes to the Governor of the State or territory, clerk of the county, Mayor of the city or town, and any regional and metropolitan comprehensive planning agencies that may be concerned with the property's ultimate use.

Announcements are also placed in Post Offices and other prominent places like the State Capitol building, county building, courthouse, town hall, or city hall.

A public agency or institution has 30 days from the date on the notice to advise the Office of Property Disposal's regional office of interest in the property. The response should cite the applicable legislation and indicate how much time is needed to prepare and submit a formal application.

The Office of Property Disposal reviews the formal application with other federal agencies with an interest in the property's disposition. If the application is approved, the conveyance is completed.

For a list of available surplus real properties as well as more information, visit the [Office of Real Property Utilization & Disposal Resource Center](#).

#### Contacts

- [Office of Real Property Utilization and Disposal](#) realestate.buildingdisposal@gsa.gov
- [202-501-0084](#)