Records Schedule: DAA-0145-2017-0004

## **Request for Records Disposition Authority**

Records Schedule Number

DAA-0145-2017-0004

Schedule Status

**Approved** 

Agency or Establishment

Farm Service Agency

Record Group / Scheduling Group

Records of the Farm Service Agency

Records Schedule applies to

Agency-wide

Schedule Subject

Conservation Reserve, Grassroots Source Water Protection, Biofuels Infrastructure Partnership (BIP), and Geographically Disadvantaged

Farmer or Rancher (RTCP)

Internal agency concurrences will

be provided

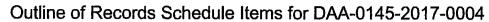
No

Background Information

#### **Item Count**

Number of Total Disposition Items	L	Number of Temporary Disposition Items	Number of Withdrawn Disposition Items
4	0	4	0

#### **GAO** Approval



Sequence Number	
1	CRP - Continuous Signup, General Signup and Transition Incentives Program (TIP) Disposition Authority Number: DAA-0145-2017-0004-0001
2 .	Grassroots Source Water Protection Program Disposition Authority Number: DAA-0145-2017-0004-0002
3	Biofuels Infrastructure Partnership (BIP) Disposition Authority Number: DAA-0145-2017-0004-0003
4	Geographically Disadvantaged Farmer or Rancher (RTCP) Disposition Authority Number: DAA-0145-2017-0004-0004

## Records Schedule Items

Records Schedule Items					
Sequence Number					
1	CRP - Continuous Signup, General Signup and Transition Incentives Program (TIP)				
<del>-</del>	Disposition Authority Number	DAA-0145-2017-0004-0001			
·	Environmentally desirable land devoted to certain conservation practices may be enrolled at on time. Material about the program including producer's folder correspondence and all other types of records pertaining to the Continuous Signup program. Materials may include producer's folders, correspondence a all other records pertaining to the General Signup Program. TIP assists with the transition of expiring CRP acreage from a retired or retiring owner or operator a beginning, veteran or socially disadvantaged farmer or rancher. Materials mainclude producer's folders, correspondence and all other records pertaining to Transition Incentive Program.				
•	Final Disposition	Temporary			
	Item Status	Active			
	Is this item media neutral?	Yes			
	Do any of the records covered by this item currently exist in electronic format(s) other than email and word processing?	No · ·			
	Disposition Instruction				
	Cutoff Instruction	Cutoff at the end of the year in which the contract is closed.			
, 	Retention Period	Destroy 5 year(s) after cutoff			
	Additional Information				
	GAO Approval	Not Required			
2	Grassroots Source Water Protection Program				
	Disposition Authority Number	DAA-0145-2017-0004-0002			
	Source water is surface and ground water that is consumed by rural residents. The program is designed to prevent source water pollution through voluntary practices. Materials may include producer's folders, correspondence and all other records pertaining to the Grassroots Source Water Protection Program.				
	Final Disposition	Temporary			
	Item Status	Active			

Is this item media neutral?

Yes

Do any of the records covered by this item currently exist in electronic format(s) other than email and word processing?

No

Disposition Instruction

**Cutoff Instruction** Cutoff at the end of the year in which the contract is

closed.

Retention Period Destroy 5 year(s) after cutoff

Additional Information

**GAO Approval** Not Required

Biofuels Infrastructure Partnership (BIP)

Disposition Authority Number DAA-0145-2017-0004-0003

Program will increase renewable energy use and support farmers and domestic jobs while reducing the demand for foreign oil. Material may include producer's folders, correspondence and all other records pertaining to BIP.

**Final Disposition Temporary** 

Item Status Active

Is this item media neutral? Yes

Do any of the records covered by this item currently exist in electronic format(s) other than email and word processing?

No

Disposition Instruction

Cutoff Instruction Cutoff at the end of the year in which the contract is

closed.

Retention Period Destroy 5 year(s) after cutoff

Additional Information

**GAO Approval** Not Required

Geographically Disadvantaged Farmer or Rancher (RTCP)

Disposition Authority Number DAA-0145-2017-0004-0004

Program will compensate Geographically Disadvantaged Producers for their transportation costs on an annual basis in Fiscal Year 2009 and each succeeding FY. Materials may include producer's folders, correspondence and all other

records pertaining to the RTCP Program.

Final Disposition Temporary

Item Status Active

Is this item media neutral? Yes

Do any of the records covered by this item currently exist in electronic format(s) other than email and word processing? No

Disposition Instruction

Cutoff Instruction Cutoff at the end of the year in which the contract is

closed.

Retention Period Destroy 5 year(s) after cutoff

Additional Information

GAO Approval Not Required

# **Agency Certification**

I hereby certify that I am authorized to act for this agency in matters pertaining to the disposition of its records and that the records proposed for disposal in this schedule are not now needed for the business of the agency or will not be needed after the retention periods specified.

### Signatory Information

Date	Action	Ву	Title	Organization
12/06/2016	Certify	Keith Holden	Records Officer	Farm Service Agency - Foriegn Agricultural Service
07/11/2017	Submit for Concur rence	Kate Flaherty	Appraiser	National Archives and Records Administration - ACRA
07/13/2017	Concur	Margaret Hawkins	Director of Records Management Servic es	National Records Management Program - ACNR Records Management Serivces
07/13/2017	Concur	Margaret Hawkins	Director of Records Management Servic es	National Records Management Program - ACNR Records Management Serivces
07/17/2017	Approve	David Ferriero	Archivist of the Unite d States	Office of the Archivist - Office of the Archivist

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