

Request for Records Disposition Authority

Records Schedule Number **DAA-0145-2016-0016**
 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 **Forestry Incentive Program/Forest Land Enhancement Program**
 Internal agency concurrences will be provided **No**

Background Information **The Forestry Incentives Program was replaced by the Forest Land Enhancement Program as part of the 2002 Farm Bill. To be eligible for cost-share assistance, an owner of non-industrial private forest (NIPF) must develop and implement a management plan (addressing certain criteria) that provides for the treatment of no more than 1,000 acres of non-industrial private forestlands. The acreage limit may be increased to 5,000 acres if it is determined that the treatment of additional acres will result in significant public benefit. The management plan must be for no less than 10 years and must be approved by the State Forester. All NIPF lands are eligible for technical and educational assistance.**

Item Count

| Number of Total Disposition Items | Number of Permanent Disposition Items | Number of Temporary Disposition Items | Number of Withdrawn Disposition Items |
|-----------------------------------|---------------------------------------|---------------------------------------|---------------------------------------|
| 1 | 0 | 1 | 0 |

GAO Approval

Outline of Records Schedule Items for DAA-0145-2016-0016

| Sequence Number | |
|-----------------|---|
| 1 | <p>Items may include Program Development, State and National Plans, Annual Program Reviews, Practice Specifications, Interagency Cooperation, Reports and Statistics, Program Control, County Allocation Control Ledger, Control of Technical Services Referrals, ANA and LTA Cost Share Requests, ANA and LTA Pending COC Consideration, ANA and LTA Pending Needs Determinations; ANA and LTA Pending Additional Information, ANA and LTA Pending Reports of Performance, ANA and LTA Pending Payments, ANA and LTA Payment, ANA and LTA Appeals Pending, ANA and LTA Participant Folders.</p> <p>Disposition Authority Number: DAA-0145-2016-0016-0001</p> |

Records Schedule Items

| Sequence Number | |
|-----------------|--|
| 1 | <p data-bbox="365 414 1489 712">Items may include Program Development, State and National Plans, Annual Program Reviews, Practice Specifications, Interagency Cooperation, Reports and Statistics, Program Control, County Allocation Control Ledger, Control of Technical Services Referrals, ANA and LTA Cost Share Requests, ANA and LTA Pending COC Consideration, ANA and LTA Pending Needs Determinations; ANA and LTA Pending Additional Information, ANA and LTA Pending Reports of Performance, ANA and LTA Pending Payments, ANA and LTA Payment, ANA and LTA Appeals Pending, ANA and LTA Participant Folders.</p> <p data-bbox="365 723 1489 755">Disposition Authority Number DAA-0145-2016-0016-0001</p> <p data-bbox="365 776 1489 1064">Records may includes correspondence, Program Development, State and National Plans, Annual Program Reviews, Practice Specifications, Interagency Cooperation, Report and Statistics, Program Control, County Allocation Control, Control of Technical Services Referrals, Cost share Requests, pending COC Consideration, Pending Needs Determinations; Pending Additional Information and Reports of Performance, Pending Payments, Appeals and Participant Folders concerning the Forestry Incentive Program/Forest Land Enhancement Programs or other Incentive programs.</p> <p data-bbox="365 1074 1489 1117">Final Disposition Temporary</p> <p data-bbox="365 1127 1489 1170">Item Status Active</p> <p data-bbox="365 1181 1489 1223">Is this item media neutral? Yes</p> <p data-bbox="365 1234 1489 1361">Do any of the records covered by this item currently exist in electronic format(s) other than e-mail and word processing? No</p> <p data-bbox="365 1372 1489 1489">GRS or Superseded Authority Citation NC1-145-79-2-3-a NC1-145-79-2-3-b-1 NC1-145-79-2-3-b-2</p> <p data-bbox="365 1510 1489 1553">Disposition Instruction</p> <p data-bbox="365 1564 1489 1649">Cutoff Instruction Cutoff at the end of the year in which final payment is made.</p> <p data-bbox="365 1659 1489 1702">Retention Period Destroy 5 year(s) after cutoff</p> <p data-bbox="365 1723 1489 1766">Additional Information</p> <p data-bbox="365 1776 1489 1819">GAO Approval Not Required</p> |

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 | By | Title | Organization |
|------------|------------------------|------------------|---|---|
| 09/27/2016 | Certify | Keith Holden | Records Officer | Farm Service Agency - Foreign Agricultural Service |
| 01/24/2017 | Submit for Concurrency | Tom Cotter | Appraiser | National Archives and Records Administration - ACRA |
| 01/27/2017 | Concur | Margaret Hawkins | Director of Records Management Services | National Records Management Program - ACNR Records Management Services |
| 01/27/2017 | Concur | Margaret Hawkins | Director of Records Management Services | National Records Management Program - ACNR Records Management Services |
| 01/30/2017 | Approve | David Ferriero | Archivist of the United States | Office of the Archivist - Office of the Archivist |