

WITHDRAWN- RETURNED WITHOUT ACTION

NATIONAL ARCHIVES AND RECORDS ADMINISTRATION
Request for Records Disposition Authority

Records Schedule: DAA-0166-2018-0007

Request for Records Disposition Authority

Records Schedule Number DAA-0166-2018-0007

Schedule Status Returned Without Action

Agency or Establishment Foreign Agricultural Service

Record Group / Scheduling Group Records of the Foreign Agricultural Service

Records Schedule applies to Agency-wide

Schedule Subject Agricultural Research Service Records

Internal agency concurrences will be provided No

Background Information Record and non-record material accumulated and maintained by the Foreign Agricultural Affairs Officer pertaining to the grant program operated by the Agricultural Research Service in certain countries and financed from proceeds of P.L. 480 sales program.

Item Count

Number of Total Disposition Items	Number of Permanent Disposition Items	Number of Temporary Disposition Items	Number of Withdrawn Disposition Items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

GAO Approval

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Outline of Records Schedule Items for DAA-0166-2018-0007

Sequence Number	
1	Agricultural Research Service Records – Financial, General, Travel and Grant Case files Disposition Authority Number: DAA-0166-2018-0007-0001

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Records Schedule: DAA-0166-2018-0007

Records Schedule Items

Sequence Number	
1	<p data-bbox="389 421 1509 491">Agricultural Research Service Records – Financial, General, Travel and Grant Case files</p> <p data-bbox="389 512 1163 540">Disposition Authority Number DAA-0166-2018-0007-0001</p> <p data-bbox="389 561 1509 966">Communications, documents, etc., relating to the operation of the overall ARS Program. Annual statement of allocations of funds to cover administrative obligations and related communications. Quarterly report of obligations and expenditures as submitted by Embassy Budget and Fiscal Office. Establish a case file for each grant by Grant and Project Number and name of institution doing research under grant. This folder should contain copies of documents establishing grant, copies of correspondence, forwarding documents to ARS/W or Regional ARS Office, copies of payment authorizations from ARS/W or Regional ARS Office and copies of vouchers reflecting payments. Itineraries, travel authorizations and vouchers, arrangements, etc., made for USDA personnel in connection with the ARS Program.</p> <p data-bbox="389 987 938 1015">Final Disposition Temporary</p> <p data-bbox="389 1036 938 1064">Item Status Withdrawn</p> <p data-bbox="389 1085 844 1112">Is this item media neutral? Yes</p> <p data-bbox="389 1134 830 1268">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="389 1289 1125 1347">GRS or Superseded Authority Citation NC1-166-78-2 No Item #</p> <p data-bbox="389 1368 690 1395">Disposition Instruction</p> <p data-bbox="389 1417 1509 1508">Cutoff Instruction Cutoff at the end of the calendar year in which Grant was completed or terminated.</p> <p data-bbox="389 1530 1179 1557">Retention Period Destroy 2 year(s) after cutoff</p> <p data-bbox="389 1578 690 1606">Additional Information</p> <p data-bbox="389 1627 971 1655">GAO Approval Not Required</p>

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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
12/20/2017	Certify	Keith Holden	Records Officer	Farm Service Agency - Foreign Agricultural Service
07/25/2018	Return Without Action	Valerie Terray	Archives Specialist	National Archives and Records Administration - Records Management Services