

REQUEST FOR RECORDS DISPOSITION AUTHORITY		LEAVE BLANK (NARA use only)	
(See Instructions on reverse)		JOB NUMBER	NI-40-97-1
TO NATIONAL ARCHIVES and RECORDS ADMINISTRATION (NIR) WASHINGTON, DC 20408		DATE RECEIVED	2-19-97
1. FROM (Agency or establishment) U.S. Department of Commerce		NOTIFICATION TO AGENCY	
2. MAJOR SUBDIVISION Office of the Secretary		In accordance with the provisions of 44 U.S.C. 3303a the disposition request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10.	
3. MINOR SUBDIVISION Office of Budget, Management & Information			
4. NAME OF PERSON WITH WHOM TO CONFER	5. TELEPHONE	DATE	ARCHIVIST OF THE UNITED STATES
Dan Rooney	202-482-4458	9-23-97	John W. Paul
6. 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 on the attached _____ page(s) are not now needed for the business of this agency or will not be needed after the retention periods specified; and that written concurrence from the General Accounting Office, under the provisions of Title 8 of the GAO Manual for Guidance of Federal Agencies, <input checked="" type="checkbox"/> is not required; <input type="checkbox"/> is attached; or <input type="checkbox"/> has been requested.			
DATE	SIGNATURE OF AGENCY REPRESENTATIVE	TITLE	
2/20/97	Daniel Rooney	Department Records Mgmt. Officer	

PIONEER FUND FILES. Applications from Department of Commerce employees for grants up to \$50,000 to fund innovative and unique projects that are designed to save time or money and to improve the delivery of services to customers. Also included in the files are papers documenting the approval or disapproval of the applications, progress reports, final products, and information about why the Pioneer Fund program was initially launched.

A. Unapproved proposals

Destroy when 1 year old.

B. Approved proposals

Destroy 3 years after final report is received or project is completed or abandoned.

C. General correspondence

Destroy when no longer needed.

OCT 10 1997 *mtv*

*copy to: agency
NWD*