

Rec'd NCD 17 Jul 79

REQUEST FOR RECORDS DISPOSITION AUTHORITY  
(See Instructions on reverse)

|  |               |
|--|---------------|
| LEAVE BLANK  |               |
| JOB NO   | NCL-419-79-2  |
| DATE RECEIVED  | July 18, 1979 |
| NOTIFICATION TO AGENCY   |               |
| In accordance with the provisions of 44 U.S.C. 3303a the disposal request, including amendments, is approved except for items that may be stamped "disposal not approved" or "withdrawn" in column 10. |               |
| 9-17-79 James S. O'Neil<br>Date acting Archivist of the United States  |               |

TO: GENERAL SERVICES ADMINISTRATION,  
NATIONAL ARCHIVES AND RECORDS SERVICE, WASHINGTON, DC 20408

1. FROM (AGENCY OR ESTABLISHMENT)  
National Institute of Education

2. MAJOR SUBDIVISION  
Office of Administration Management/Budget

3. MINOR SUBDIVISION  
Contracts & Grants Management Division

4. NAME OF PERSON WITH WHOM TO CONFER  
Wells A. Proctor

5. TEL. EXT.  
254-5890

6. CERTIFICATE OF AGENCY REPRESENTATIVE:

I hereby certify that I am authorized to act for this agency in matters pertaining to the disposal of the agency's records; that the records proposed for disposal in this Request of 1 page(s) are not now needed for the business of this agency or will not be needed after the retention periods specified.

A Request for immediate disposal.

B Request for disposal after a specified period of time or request for permanent retention.

| C. DATE     | D. SIGNATURE OF AGENCY REPRESENTATIVE  | E. TITLE | 9. SAMPLE OR JOB NO. | 10. ACTION TAKEN |
|-------------|--|----------|----------------------|------------------|
| 7/13/79     | Wells A. Proctor   |          |                      |                  |
| 7. ITEM NO. | 8. DESCRIPTION OF ITEM<br>(With Inclusive Dates or Retention Periods)  |          | 9. SAMPLE OR JOB NO. | 10. ACTION TAKEN |
| 1 .         | <u>Research Project Grant Records</u><br><br>Final reports and background documentation relating to grants which the National Institute of Education awards to institutions, organizations, and persons engaged in educational research. Included are proposals, project reports, agreements, memoranda, correspondence, and other records related to the review, status, and funding of the grant.<br><br><u>Disposition:</u><br><br>Case Files. Destroy six (6) years after termination of the grant or the date of final payment. |          |                      |                  |

cc: NWF 9-18-79 1 item

115-107  
copy to agency  
NEW  
9-25-79  
JE