

Request for Records Disposition Authority

Records Schedule Number DAA-0292-2019-0006

Schedule Status Approved

Agency or Establishment Administration for Children and Families

Record Group / Scheduling Group Records of the Administration for Children and Families

Records Schedule applies to Major Subdivision

Major Subdivision Office of Family Assistance

Schedule Subject Records of the National Responsible Fatherhood Clearinghouse (NRFC) Website

Internal agency concurrences will be provided No

Background Information National Responsible Fatherhood Clearinghouse (NRFC) Website is Congressionally mandated, and is authorized under the Claims Resolution Act of 2010 (as codified under 42 USC 603(a)(2)(C) (IV)) to serve as a national repository for responsible fatherhood information. The NRFC is designed to promote and encourage the appropriate involvement of fathers in their children's lives. Finally, the NRFC provides access to curricula, webinars, research products, and other resources to improve the implementation and success of their programs. Resources are available for fatherhood programs looking to get started or expand; dads looking for tips, hints and even deals for dads and kids; and practitioners, researchers, and policy makers looking for the latest on responsible fatherhood.

Item Count

Number of Total Disposition Items	Number of Permanent Disposition Items	Number of Temporary Disposition Items	Number of Withdrawn Disposition Items
3	0	3	0

GAO Approval

Outline of Records Schedule Items for DAA-0292-2019-0006

Sequence Number	
1	NRFC Overview and Resources for public use Disposition Authority Number: DAA-0292-2019-0006-0001
2	NRFC Newsletter Disposition Authority Number: DAA-0292-2019-0006-0002
3	NRFC Public Blog Posts Disposition Authority Number: DAA-0292-2019-0006-0003

Records Schedule Items

Sequence Number	
1	<p>NRFC Overview and Resources for public use</p> <p>Disposition Authority Number DAA-0292-2019-0006-0001</p> <p>NRFC Overview and Resources for public use - Provides overview of the National Responsible Fatherhood Clearinghouse (NRFC) including its mission, funding and contact information. The NRFC library includes resources related to research and issues impacting responsible fatherhood. These resources are available as past webinar recordings, pdf files, videos, audios and print material. Resources for fatherhood programs include tips and resources for practitioners including information on starting and running a fatherhood program. NRFC resources include Spotlight on Dads articles; NRFC Quick Statistics with data on fathers' employment characteristics, demographic, substance abuse etc.; Responsible Fatherhood Spotlight articles; Promising Practices reports and briefs; State Profiles that describe state and federally funded programs and policies related to fatherhood. The Fatherhood Program Map includes a searchable map that helps fathers find a program near them. It includes program name, website, location.</p> <p>Final Disposition Temporary</p> <p>Item Status Active</p> <p>Is this item media neutral? Yes</p> <p>Do any of the records covered by this item currently exist in electronic format(s) other than e-mail and word processing? Yes</p> <p>Do any of the records covered by this item exist as structured electronic data? No</p> <p>Disposition Instruction</p> <p>Cutoff Instruction Cutoff at the end of the Calendar Year</p> <p>Retention Period Destroy 10 year(s) after Cutoff</p> <p>Additional Information</p> <p>GAO Approval Not Required</p>
2	<p>NRFC Newsletter</p> <p>Disposition Authority Number DAA-0292-2019-0006-0002</p>

Monthly newsletter is sent to subscribers to spotlight and promote resources and activities for both fathers and practitioners, as well as upcoming events such as webinars.

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 e-mail and word processing? No

Disposition Instruction

Cutoff Instruction Cutoff at the End of the Calendar Year

Retention Period Destroy 10 year(s) after Cutoff

Additional Information

GAO Approval Not Required

NRFC Public Blog Posts

Disposition Authority Number DAA-0292-2019-0006-0003

Dad Talk blog – Includes blogs on topics of interest to the fatherhood field (i.e., effective program implementation) and fathers in general (i.e., parenting tips). NRFC staff are the primary authors of blog posts but occasionally partners are invited to write blog posts in their areas of specialty.

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 e-mail and word processing? No

Disposition Instruction

Cutoff Instruction Cut off at the end of the Calendar Year.

Retention Period Destroy 10 year(s) after Cutoff

Additional Information

GAO Approval Not Required

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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
05/29/2019	Certify	Nancy Eickelmann	IT Specialist	Office of Administration - Office of the Chief information Officer
06/18/2019	Return for Revision	Carly Docca	Archives Specialist	National Archives and Records Administration - ACRA
06/26/2019	Submit For Certification	Nancy Eickelmann	IT Specialist	Office of Administration - Office of the Chief information Officer
07/22/2019	Certify	Nancy Eickelmann	IT Specialist	Office of Administration - Office of the Chief information Officer
08/01/2019	Return for Revision	Carla Simms	Archives Specialist	National Archives and Records Administration - Records Management Operations
08/01/2019	Submit For Certification	Nancy Eickelmann	IT Specialist	Office of Administration - Office of the Chief information Officer
08/09/2019	Certify	Nancy Eickelmann	IT Specialist	Office of Administration - Office of the Chief information Officer
01/15/2020	Return for Revision	Carla Simms	Archives Specialist	National Archives and Records Administration - Records Management Operations
02/19/2020	Submit For Certification	Ian Durham	Management Analyst	Office of the Chief Information Officer - N/A
03/25/2020	Certify	Audrey Story	Director, Portfolio Management, and Governance	OCIO - ACF

10/13/2021	Submit for Concurrency	Carla Simms	Archives Specialist	National Archives and Records Administration - Records Management Operations
10/16/2021	Concur	Margaret Hawkins	Director of Records Management Services	National Records Management Program - ACNR Records Management Services
10/22/2021	Concur	Laurence Brewer	Chief Records Officer	National Records and Archives Administration - National Records and Archives Administration
10/26/2021	Approve	David Ferriero	Archivist of the United States	Office of the Archivist - Office of the Archivist