

Request for Records Disposition Authority

Records Schedule Number DAA-0292-2019-0010

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 (OFA)

Minor Subdivision DSTTM

Schedule Subject Records of the National Responsible Fatherhood Clearinghouse (NRFC) Virtual Collaborative Community (VCC) 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. The NRFC Virtual Collaborative Community (VCC) is a critical component of the NRFC to allow fatherhood stakeholders from across the United States (grantees and non-grantees) to engage in peer-to-peer learning and support to help these practitioners collaborate and discuss common issues, challenges and promising practices, and strategies to resolve problems. The VCC is an authentication based online platform that allows authorized members to share information and research content with liked missioned individuals and groups that share the same passion and focus on fatherhood within the broader community.

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Number of Total Disposition Items	Number of Permanent Disposition Items	Number of Temporary Disposition Items	Number of Withdrawn Disposition Items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-0292-2019-0010

Sequence Number	
1	NRFCC VCC Group Discussions (Community) Disposition Authority Number: DAA-0292-2019-0010-0001
2	VCC Stories/Blogs (Communication) Disposition Authority Number: DAA-0292-2019-0010-0002
3	VCC Courses (Learning Management System) Disposition Authority Number: DAA-0292-2019-0010-0003

Records Schedule Items

Sequence Number	
1	<p>NRFC VCC Group Discussions (Community)</p> <p>Disposition Authority Number DAA-0292-2019-0010-0001</p> <p>1.1 NRFC VCC Group Discussions (Community) – Groups are a very important component of the NRFC VCC. The groups will be created and moderated by the NRFC Internal Team around four (4) core themes: Family-focused, Interconnected, Resilient, and Essential. Members of a group may post comments and share additional resources or documents. Additionally, members of a group may respond with comments to a posts created by another group member.</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? No</p> <p>Disposition Instruction</p> <p>Cutoff Instruction Cut off at the end of the calendar year (CY).</p> <p>Retention Period Destroy 3 year(s) after Cutoff</p> <p>Additional Information</p> <p>GAO Approval Not Required</p>
2	<p>VCC Stories/Blogs (Communication)</p> <p>Disposition Authority Number DAA-0292-2019-0010-0002</p> <p>The Stories/Blogs area within the VCC are where members of the VCC community can obtain information on best practices, articles, program services, and other topics of interest to the fatherhood field (i.e., effective program implementation) and to fatherhood practitioners. NRFC Staff are the primary authors of vetted story/ blog posts for the VCC. Members of the VCC community are allows to comment on stories/blogs that are posted, and the internal NRFC Staff will moderate the comments and dialog. Occasionally NRFC partners will be invited to write a story/ blog posts in their areas of specialty.</p> <p>Final Disposition Temporary</p> <p>Item Status Active</p> <p>Is this item media neutral? Yes</p>

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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

Cutt off at the end of the calendar year (CY)

Retention Period

Destroy 3 year(s) after Cutoff

Additional Information

GAO Approval

Not Required

VCC Courses (Learning Management System)

Disposition Authority Number

DAA-0292-2019-0010-0003

NRFC webinar content links from fatherhood.gov will be re-posted within the NRFC VCC Learning Management module. Through the NRFC VCC Learning Management the NRFC Internal team will be able to track which practitioners are engaged in reviewing again the content from the NRFC Website. Within the learning management system, VCC fatherhood practitioners will be able to see the NRFC webinar video, NRFC webinar transcript and the NRFC webinar PowerPoint.

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 (CY)

Retention Period

Destroy 3 year(s) after Cutoff

Additional Information

GAO Approval

Not Required

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
08/01/2019	Certify	Nancy Eickelmann	IT Specialist	Office of Administration - Office of the Chief information Officer
10/15/2021	Submit for Concurrency	Carla Simms	Archives Specialist	National Archives and Records Administration - Records Management Operations
11/09/2021	Concur	Margaret Hawkins	Director of Records Management Services	National Records Management Program - ACNR Records Management Services
11/09/2021	Concur	Laurence Brewer	Chief Records Officer	National Records and Archives Administration - National Records and Archives Administration
11/09/2021	Approve	David Ferriero	Archivist of the United States	Office of the Archivist - Office of the Archivist