

Request for Records Disposition Authority

Records Schedule Number DAA-0292-2020-0004
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 Family and Youth Services Bureau (FYSB)
Minor Subdivision Sexual Risk Avoidance Education (SRAE) Program
Schedule Subject Sexual Risk Avoidance Youth Outreach Records
Internal agency concurrences will be provided No

Background Information The Family and Youth Services Bureau (FYSB) resides within the Administration for Children and Families (ACF). Established in 1962, the FYSB mission is to support the organizations and communities that work every day to reduce the risk of youth homelessness, adolescent pregnancy and domestic violence.

To prevent teen pregnancy and the spread of sexually transmitted diseases among adolescents, FYSB supports state, Tribal and community efforts to promote medically accurate abstinence and contraceptive education, adulthood preparation programs and sexual risk avoidance education. In accordance with these goals, ACF/ FYSB, in collaboration with the Office of the Assistant Secretary for Health (OASH), creates web-based content to expand the knowledge base for prevention education on sexual risk avoidance, teen pregnancy and other youth risky behaviors.

Beginning in 2019, the Sexual Risk Avoidance Education (SRAE) program launched an online campaign using the public interface, We Think Twice, to develop content, messages, strategies, and activities that resonate with youth and positively impact healthier decision making.

The Title V SRAE Program is authorized and funded by Section 510 of the Social Security Act (42 U.S.C. § 710), as amended by Section 50502 of the Bipartisan Budget Act of 2018 (Pub. L. 115-123).

Item Count

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of Total Disposition Items | Number of Permanent Disposition Items | Number of Temporary Disposition Items | Number of Withdrawn Disposition Items |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

GAO Approval

Outline of Records Schedule Items for DAA-0292-2020-0004

| Sequence Number |
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| 1 |
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| Sexual Risk Avoidance Web Content |
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| Disposition Authority Number: DAA-0292-2020-0004-0005 |
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Records Schedule Items

| Sequence Number | |
|-----------------|--|
| 1 | <p>Sexual Risk Avoidance Web Content</p> <p>Disposition Authority Number DAA-0292-2020-0004-0005</p> <p>Records are created as part of a digital campaign to promote healthy decisions and behaviors that help teens achieve optimal health and successfully transition to adulthood. All records are maintained on the campaign website. These records include, but are not limited to, information about the campaign, solicitations for teens to get involved in the campaign, interactive and static educational resources, and posts from social media accounts.</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 when superseded or obsolete.</p> <p>Retention Period Destroy 3 year(s) after cutoff.</p> <p>Additional Information</p> <p>GAO Approval Not Required</p> |

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 |
|------------|--------------------------|------------------|--|---|
| 11/26/2019 | Certify | Nancy Eickelmann | IT Specialist | Office of Administration - Office of the Chief information Officer |
| 11/26/2019 | Return for Revision | Carla Simms | Archives Specialist | National Archives and Records Administration - Records Management Operations |
| 12/04/2019 | Submit For Certification | Nancy Eickelmann | IT Specialist | Office of Administration - Office of the Chief information Officer |
| 12/04/2019 | Certify | Nancy Eickelmann | IT Specialist | Office of Administration - Office of the Chief information Officer |
| 08/17/2020 | Return for Revision | Richard Green | Archivist Specialist | National Archives and Records Administration - ACR3, Appraisal Team 3 |
| 09/09/2020 | Submit For Certification | Audrey Story | Director, Portfolio Management, and Governance | OCIO - ACF |
| 09/09/2020 | Certify | Audrey Story | Director, Portfolio Management, and Governance | OCIO - ACF |
| 09/15/2020 | Return for Revision | Richard Green | Archivist Specialist | National Archives and Records Administration - ACR3, Appraisal Team 3 |
| 12/01/2020 | Submit For Certification | Audrey Story | Director, Portfolio Management, and Governance | OCIO - ACF |
| 12/01/2020 | Certify | Audrey Story | Director, Portfolio Management, and Governance | OCIO - ACF |

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| 04/23/2021 | Submit for Concurrency | Richard Green | Archivist Specialist | National Archives and Records Administration - ACR3, Appraisal Team 3 |
| 04/28/2021 | Concur | Margaret Hawkins | Director of Records Management Services | National Records Management Program - ACNR Records Management Services |
| 05/03/2021 | Concur | Laurence Brewer | Chief Records Officer | National Records and Archives Administration - National Records and Archives Administration |
| 05/12/2021 | Approve | David Ferriero | Archivist of the United States | Office of the Archivist - Office of the Archivist |