

## Request for Records Disposition Authority

Records Schedule Number      **DAA-0566-2020-0003**

Schedule Status                      **Approved**

Agency or Establishment              **Citizenship and Immigration Services**

Record Group / Scheduling Group      **Records of U.S. Citizenship and Immigration Services**

Records Schedule applies to              **Agency-wide**

Schedule Subject                      **Indigent Notifications from State and Territorial Public-Assistance-Granting Entities**

Internal agency concurrences will be provided      **No**

Background Information                      **Section 421(e) of the Personal Responsibility and Work Opportunity Reconciliation Act of 1996 (PRWORA) requires state and local agencies to notify the Federal Government of aliens receiving government benefits in certain circumstances. This provision is known as the "Indigence Exception." USCIS has been receiving these notifications since 2010. Currently USCIS has over 2000 of these notifications in hardcopy but is planning on creating a digital workflow for ingestion of these notifications.**

### Item Count

Number of Total Disposition Items	Number of Permanent Disposition Items	Number of Temporary Disposition Items	Number of Withdrawn Disposition Items
<b>3</b>	<b>0</b>	<b>3</b>	<b>0</b>

### GAO Approval

## Outline of Records Schedule Items for DAA-0566-2020-0003

Sequence Number	
1	<b>Indigent Notifications</b>
1.1	Indigent notifications dated prior to the implementation of the Public Charge rule, February 24, 2020. Disposition Authority Number: DAA-0566-2020-0003-0001
1.2	Indigent notifications dated on or after February 24, 2020, related to individuals f or whom USCIS cannot establish identity via its systems. Disposition Authority Number: DAA-0566-2020-0003-0002
1.3	Indigent notifications dated on or after February 24, 2020, related to individuals f or whom USCIS can establish identity via its systems. Disposition Authority Number: DAA-0566-2020-0003-0003

## Records Schedule Items

Sequence Number	
1	<p><b>Indigent Notifications</b> Section 421(e) of the Personal Responsibility and Work Opportunity Reconciliation Act of 1996 (PRWORA) requires state and local agencies to notify the Federal Government of aliens receiving government benefits in certain circumstances. This provision is known as the "Indigence Exception." USCIS has been receiving these notifications since 2010.</p>
1.1	<p>Indigent notifications dated prior to the implementation of the Public Charge rule, February 24, 2020.</p> <p>Disposition Authority Number      <b>DAA-0566-2020-0003-0001</b></p> <p>These notifications cannot be associated with a person who submitted a Public Charge bond because they were received prior to the implementation of the Public Charge rule.</p> <p>Final Disposition                      <b>Temporary</b></p> <p>Item Status                              <b>Active</b></p> <p>Is this item media neutral?          <b>Yes</b></p> <p>Do any of the records covered by this item currently exist in electronic format(s) other than e-mail and word processing?      <b>No</b></p> <p><b>Disposition Instruction</b></p> <p>Cutoff Instruction                      <b>Cut off at the end of the calendar year notification is received.</b></p> <p>Retention Period                      <b>Destroy 10 year(s) after cutoff</b></p> <p><b>Additional Information</b></p> <p>GAO Approval                          <b>Not Required</b></p>
1.2	<p>Indigent notifications dated on or after February 24, 2020, related to individuals for whom USCIS cannot establish identity via its systems.</p> <p>Disposition Authority Number      <b>DAA-0566-2020-0003-0002</b></p> <p>Final Disposition                      <b>Temporary</b></p> <p>Item Status                              <b>Active</b></p> <p>Is this item media neutral?          <b>Yes</b></p> <p>Do any of the records covered by this item currently exist in</p>

1.3

electronic format(s) other than e-mail and word processing?

Do any of the records covered by this item exist as structured electronic data? **No**

**Disposition Instruction**

Cutoff Instruction **Cut off at the end of the calendar year notification is received.**

Retention Period **Destroy 10 year(s) after cutoff**

**Additional Information**

GAO Approval **Not Required**

**Indigent notifications dated on or after February 24, 2020, related to individuals for whom USCIS can establish identity via its systems.**

Disposition Authority Number **DAA-0566-2020-0003-0003**

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? **Yes**

Do any of the records covered by this item exist as structured electronic data? **No**

**Disposition Instruction**

Retention Period **Destroy 100 year(s) after individual's date of birth**

**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
04/24/2020	Certify	Andrew Smith	Management and Program Analyst	USCIS - USCIS
08/07/2020	Submit for Concurrence	Ashby Crowder	Archives Specialist	National Archives and Records Administration - ACRA
09/01/2020	Concur	Margaret Hawkins	Director of Records Management Services	National Records Management Program - ACNR Records Management Services
09/02/2020	Concur	Laurence Brewer	Chief Records Officer	National Records and Archives Administration - National Records and Archives Administration
09/02/2020	Approve	David Ferriero	Archivist of the United States	Office of the Archivist - Office of the Archivist