

Request for Records Disposition Authority

Records Schedule Number DAA-0207-2018-0001

Schedule Status Approved

Agency or Establishment Department of Housing and Urban Development

Record Group / Scheduling Group General Records of the Department of Housing and Urban Development

Records Schedule applies to Major Subdivision

Major Subdivision Department of Housing and Urban Development, Regional Office

Minor Subdivision Product Division

Schedule Subject Development Product Project Files

Internal agency concurrences will be provided No

Background Information

Item Count

Number of Total Disposition Items	Number of Permanent Disposition Items	Number of Temporary Disposition Items	Number of Withdrawn Disposition Items
2	2	0	0

GAO Approval

Outline of Records Schedule Items for DAA-0207-2018-0001

Sequence Number	
1	Atlanta Office, Development Program Project Files. Closed. A207-70-0282-HGBA, Boxes 3-4, 6 Disposition Authority Number: DAA-0207-2018-0001-0001
2	Development Program Project Files, 1969 and prior years. Closed A207-69B1787-HGB. Boxes 6-8 Disposition Authority Number: DAA-0207-2018-0001-0002

Records Schedule Items

Sequence Number

1

Atlanta Office, Development Program Project Files. Closed. A207-70-0282-HGBA, Boxes 3-4, 6

Disposition Authority Number **DAA-0207-2018-0001-0001**

Arranged alphabetically by state and thereunder by name of town. The Development Program project files document the efforts of individual towns throughout the Southeast Region to obtain funding for public housing projects. A typical file might include a project plan, loan application information, cost studies, site plans, site maps, and photos. In practically all cases, the project files provide unique documentation of the impact of Federal programs on local communities and, in some cases, the transition and transformation of minority areas within these towns.

Final Disposition **Permanent**

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

Transfer to the National Archives for Accessioning **Transfer to the National Archives immediately after approval of this schedule.**

Additional Information

What will be the date span of the initial transfer of records to the National Archives? **Unknown
1969 and Prior years.**

How frequently will your agency transfer these records to the National Archives? **Unknown
One time transfer unless similar records as described here of the same time frame are located.**

	Estimated Current Volume	Annual Accumulation
Electronic/Digital		
Paper	6 Cubic feet	

2

Microform		
Hardcopy or Analog Special Media		

Development Program Project Files, 1969 and prior years. Closed A207-69B1787-HGB. Boxes 6-8

Disposition Authority Number **DAA-0207-2018-0001-0002**

Arranged alphabetically by state and thereunder by name of town. The Development Program project files document the efforts of individual towns throughout the Southeast Region to obtain funding for public housing projects. A typical file might include a project plan, loan application information, cost studies, site plans, site maps, and photos. In practically all cases, the project files provide unique documentation of the impact of Federal programs on local communities and, in some cases, the transition of the impact of Federal programs on local communities and, in some cases, the transition and transformation of minority areas within these towns.

Final Disposition **Permanent**

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

Transfer to the National Archives for Accessioning **Transfer to the National Archives immediately after approval of this schedule.**

Additional Information

What will be the date span of the initial transfer of records to the National Archives? **Unknown
1969 to prior.**

How frequently will your agency transfer these records to the National Archives? **Unknown
One time transfer unless similar records as described here of the same time frame are located.**

	Estimated Current Volume	Annual Accumulation
Electronic/Digital		

Paper	3 Cubic feet	
Microform		
Hardcopy or Analog Special Media		

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
10/27/2017	Return to Submitter	Christopher McLennon	Management Analyst	HQ - Field
11/02/2017	Certify	Christopher McLennon	Management Analyst	HQ - Field
01/26/2018	Return for Revision	Janet Kennelly	Archives Specialist	National Archives and Records Administration - Records Management Services
03/22/2018	Submit for Concurrence	Janet Kennelly	Archives Specialist	National Archives and Records Administration - Records Management Services
03/23/2018	Concur	Margaret Hawkins	Director of Records Management Services	National Records Management Program - ACNR Records Management Services
03/23/2018	Concur	Margaret Hawkins	Director of Records Management Services	National Records Management Program - ACNR Records Management Services
03/28/2018	Approve	David Ferriero	Archivist of the United States	Office of the Archivist - Office of the Archivist