

REQUEST FOR RECORDS DISPOSITION AUTHORITY		JOB NUMBER N1-60-11-6	
To NATIONAL ARCHIVES & RECORDS ADMINISTRATION 8601 ADELPHI ROAD COLLEGE PARK, MD 20740-6001		Date received 11/18/10	
1 FROM (Agency or establishment) Department of Justice		NOTIFICATION TO AGENCY In accordance with the provisions of 44 U.S.C. 3303a, the disposition request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10	
2 MAJOR SUBDIVISION Justice Management Division			
3 MINOR SUBDIVISION Controller – Budget Staff			
4 NAME OF PERSON WITH WHOM TO CONFER Chris Carlisle	5 TELEPHONE NUMBER 202-616-9163	DATE	ARCHIVIST OF THE UNITED STATES WITHDRAWN
6 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 on the attached <u>1</u> page(s) are not needed now for the business for this agency or will not be needed after the retention periods specified, and that written concurrence from the General Accounting Office, under the provisions of Title 8 of the GAO Manual for Guidance of Federal Agencies,			
<input checked="" type="checkbox"/> is not required <input type="checkbox"/> is attached, or <input type="checkbox"/> has been requested			
DATE 11/16/2010	SIGNATURE OF AGENCY REPRESENTATIVE <i>Janette Perotti</i>		TITLE Director / OPRMP
7 ITEM NO	8 DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9 GRS OR SUPERSEDED JOB CITATION	10 ACTION TAKEN (NARA USE ONLY)
	Budget and Apportionment Records Records related to formulating annual budget submissions to the Office Management and Budget and to the Congress, in defending requests for funds before both bodies, and after enactment of an appropriation bill, ensuring that the funds are used in such a way as to suffice for the appropriate period of time and the purposes authorized. SEE ATTACHED		

1 Budget and Apportionment-specific Policies and Procedures

Correspondence and subject files which document agency policy and procedures governing budget administration and reflecting policy governing budget administration and reflecting policy decisions affecting expenditures for agency programs (Examples reprogrammings, OMB and Congressional Submission, budget guidance documents, AG guidance letter, AAG-A Guidance letters, WCF guidance letters, automatic apportionment memos, SF-132s, SF-1151s, allotment advices, allocation tables, PIO-related products, HCFAC allocation memos, budget summaries, congressional justifications, replies to “goldenrod” requests that we author for signature of AAG-A or SMOs, FOIA requests for which we prepared response, Workyear Status Report, outlay tables, BDR responses)

Disposition Permanent Cut off at the end of the target fiscal year Transfer to NARA 8 years after cutoff

2 Budget Estimates and Justifications

Budget estimates and justifications prepared or consolidated by the JMD Budget Staff or its successors Files include appropriation language sheets, narrative statements, transcriptions of hearings, backup justification for hearings, and related records Also includes all documentation for OMB/justifications/reviews as well as for Congressional, justifications, and hearing presentations

Disposition Cut off at the end of the target fiscal year Destroy when 5 years after cutoff

WITHDRAWN