

REQUEST FOR RECORDS DISPOSITION AUTHORITY
(See Instructions on reverse)

TO NATIONAL ARCHIVES and RECORDS ADMINISTRATION (NIRA)
 WASHINGTON, DC 20408

1. FROM (Agency or establishment)
 Department of Justice

2. MAJOR SUBDIVISION
 Office of Community Oriented Policing Services (COPS)

3. MINOR SUBDIVISION

4. NAME OF PERSON WITH WHOM TO CONFER
Cynthia A. Bowie
 Cynthia Bowie

5. TELEPHONE
 616
 202-606-3645

12/9/98

LEAVE BLANK (NARA use only)

JOB NUMBER
 N1-60-99-3

DATE RECEIVED
 2-5-99

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request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10

DATE
 7-8-99

ARCHIVIST OF THE UNITED STATES
John W. Carl

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 1 page(s) are not now needed for the business of 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,

is not required; is attached; or has been requested.

DATE
 12-18-98

SIGNATURE OF AGENCY REPRESENTATIVE
Bernard W. Berglund
 Bernard W. Berglund

TITLE
 Records Officer

7. ITEM NO.	8. DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9. GRS OR SUPERSEDED JOB CITATION	10. ACTION TAKEN (NARA USE ONLY)
	<p align="center">Successful Grant Applications</p> <p>The Office of Community Oriented Policing Services (COPS) was created with the passage of the Violent Crime Control and Law Enforcement Act of 1994 to achieve several goals: to deploy 100,000 new police officers in community policing roles; to reinforce partnerships that will sustain community policing; and to evaluate and demonstrate the effectiveness of community policing to improve the quality of life by reducing the levels of disorder, violence and crime in our communities. The primary activity of the COPS Office is the awarding of competitive, discretionary grants directly to law enforcement agencies across the United States and its territories.</p> <p>The disposition of <u>Unsuccessful Grant Applications</u> shall be in accordance with General Records Schedule 3, Item 13, published by the National Archives & Records Administration.</p>		

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JOB NUMBER

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7. ITEM NO.	8. DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9. GRS OR SUPERSEDED JOB CITATION	10. ACTION TAKEN (NARA USE ONLY)
1.	<p>Successful grant application files consist of applications, correspondence, and other records relating to successful applications, and when applicable, printed copies described in Item 2.</p> <p>Disposition: Temporary. Transfer closed application case files, by year of closing, to the Washington National Records Center three years after closing. Destroy 10 years after closing.</p>		
2.	<p>Electronic version of email messages and word processing documents. Records created and received via electronic systems that support individual grant application actions will be copied to paper. Email messages include message text, attachments, drafts, and transmission and receipt data. The process described in Item 1 above is the recordkeeping system.</p> <p>Disposition: Temporary. Delete after copying to paper and placement in the recordkeeping system.</p>		