

REQUEST FOR RECORDS POSITION AUTHORITY (See Instructions on reverse)		DO NOT WRITE IN THESE AREAS - AVE BLANK (NARA use only)	
TO NATIONAL ARCHIVES and RECORDS ADMINISTRATION (NWML) 8601 ADELPHI ROAD, COLLEGE PARK, MD 20740-6001		JOB NUM. NI-056-09-14	
1 FROM (Agency or establishment) Department of the Treasury		DATE RECEIVED 7/2/09	
2 MAJOR SUBDIVISION Community Development Financial Institution		NOTIFICATION TO AGENCY	
3 MINOR SUBDIVISION		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request, including amendments, is approved except for items that may be marked "disposition not approval" or "withdrawn" in column 10	
4 NAME OF PERSON WITH WHOM TO CONFER Michael Jones		202-622-7754	DATE 9-18-09 ARCHIVIST OF THE UNITED STATES Adrienne Thomas
5 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>2</u> pages(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,			
<input checked="" type="checkbox"/> is not required, <input type="checkbox"/> is attached, or <input type="checkbox"/> has been requested			
DATE 6/26/2009		SIGNATURE OF AGENCY REPRESENTATIVE <i>George L. ...</i>	
		TITLE DO Records Officer	
7 ITEM NO	8 DESCRIPTION OF ITEM OF PROPOSED DISPOSITION	9 GRS OR SUPERSEDED JOB CITATION	10 ACTION TAKEN (NARA USE ONLY)
	CDFI Public Website Background: The CDFI Fund's mission is to expand the capacity of financial institutions to provide credit, capital, and financial services to underserved populations and communities in the United States The CDFI Fund was created for the purpose of promoting economic revitalization and community development through investment in and assistance to community development financial institutions (CDFIs) The CDFI Fund was established by the Riegle Community Development and Regulatory Improvement Act of 1994, as a bipartisan initiative The CDFI Fund achieves its purpose by promoting access to capital and local economic growth through the following 1 CDFI Program by directly investing in, supporting and training CDFIs that provide loans, investments, financial services and technical assistance to underserved populations and communities, 2 New Markets Tax Credit (NMTC) Program by providing an allocation of tax credits to community development entities (CDEs) which enable them to attract investment from the private-sector and reinvest these amounts in low-income communities, 3 Bank Enterprise Award (BEA) Program by providing an		

incentive to banks to invest in their communities and in other CDFIs, and

4 Native Initiatives, by taking action to provide financial assistance, technical assistance, and training to Native CDFIs and other Native entities proposing to become or create Native CDFIs

Since its creation, the CDFI Fund has awarded \$864 million to community development organizations and financial institutions, it has awarded allocations of New Markets Tax Credits that attracted private-sector investments totaling \$16 billion, including \$1 billion of special allocation authority to be used for the recovery and redevelopment of the Gulf Opportunity Zone

Description:

This records retention schedule is media-neutral and the approved dispositions apply equally to predecessor and successor systems serving the same functions

“Web 2 0” refers to a development and design, that facilitates communication, secures information sharing, interoperability, and collaboration on the World Wide Web Web 2 0 concepts have led to the development of web-based communities, hosted services, and applications, such as social-networking sites, video-sharing sites, wikis, and blogs

I. Web Operations Records

1 Records related to locating, measuring, or reporting web site use, user satisfaction, incorrect links, duplication of information, Privacy Act compliance, and other internal or external reporting requirements Records include user logs, search engine logs, user statistics, and reports

Disposition: TEMPORARY Destroy when 3 years old

2 Records documenting the process of content publishing (This item DOES NOT cover web site content) These records include requests submitted via e-mail or other methods requesting initial postings, corrections, or updates to bureau’s websites These records also include the ticketing or tracking system associated with this process These records include ongoing maintenance and minor enhancements to the existing sites

Disposition: TEMPORARY Destroy when 3 years old

3 Operations manuals Records include training and technical manuals used for creating, maintaining, and updating bureau websites

Disposition: TEMPORARY Destroy 3 years after

superseded or obsolete

II. Web Program and Web Development Records

Records related to the development of agency web programs. Included are records that document website planning goals, specify milestones to be achieved, identify performance measures for the agency's web program, or summarize the underlying principles and approach by which the agency will plan for and manage its web based resources. Records may include design and technical plans documenting the implementation and proposed maintenance of web systems.

Disposition: TEMPORARY Destroy 7 years after close of web development project or site upgrade date

III. Web Content

1 Web content pages that contain static information, Site "snapshots" and comprehensive URL listing, duplicative information also maintained by the bureau program offices, (or other office of record) or information other-wise routine and transitory in nature

Disposition: TEMPORARY Cut-off web content after three years. Destroy/delete after successfully transferred to program office (or other offices of record) and verified for accuracy

2 Web content which is derived from web logs (blogs) dynamically created or edited text (wikis), or other evolving communication technologies (Web 2.0)

Disposition: TEMPORARY Cut-off web content after three years. Destroy/delete after successfully transferred to program office (or other office of record) and verified for accuracy