

REQUEST FOR RECORDS DISPOSITION AUTHORITY (See Instructions on reverse)		LEAVE BLANK (NARA use only)	
TO: NATIONAL ARCHIVES and RECORDS ADMINISTRATION (NIR) WASHINGTON, DC 20408		JOB NUMBER N1-406-94-1	DATE RECEIVED 10-6-93
1. FROM (Agency or establishment) Department of Transportation		NOTIFICATION TO AGENCY	
2. MAJOR SUBDIVISION Federal Highway Administration		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request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10.	
3. MINOR SUBDIVISION Associated Administrator for Motor Carriers - Field Offices			
4. NAME OF PERSON WITH WHOM TO CONFER Arthur McCune	5. TELEPHONE 202 366-9090	DATE 3-11-94	ARCHIVIST OF THE UNITED STATES <i>Cindy Huskamp Petersen</i>
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 ___ 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, <input type="checkbox"/> is not required; <input type="checkbox"/> is attached; or <input checked="" type="checkbox"/> has been requested.			
DATE 5-12-93	SIGNATURE OF AGENCY REPRESENTATIVE <i>Arthur L. McCune Jr.</i>	TITLE FHWA Records Officer	

7. ITEM NO.	8. DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9. GRS OR SUPERSEDED JOB CITATION	10. ACTION TAKEN (NARA USE ONLY)
1	<p>MCSAP (Motor Carrier Safety Assistance Program) Grant Files: State files containing documentation on MCSAP grants from the initial application through approval. Documents include grant application, State program plan, negotiation materials, executed grant agreement and supporting documentation, monitoring plan, quarterly reports, financial data.</p> <p>Disposition: Cut off at end of fiscal year. Destroy 3 years after cutoff.</p>		

Copy sent to agency, NSR, NWT 3/24/94

NC - 10/3/95 JFV