REQUEST FOR RECORDS DISPOSITION AUTHORITY  
(See Instructions on reverse)

<table>
<thead>
<tr>
<th>TO</th>
<th>NATIONAL ARCHIVES and RECORDS ADMINISTRATION (NIR)</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>WASHINGTON, DC 20408</td>
</tr>
</tbody>
</table>

1 FROM (Agency or establishment)  
Commission on National and Community Service

2 MAJOR SUBDIVISION

3 MINOR SUBDIVISION

4 NAME OF PERSON WITH WHOM TO CONFER  
Jessica Marshall

5 TELEPHONE  
(202)724-0600

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,

- [X] is not required;
- [ ] is attached;
- [ ] has been requested.

7 ITEM NO

8 DESCRIPTION OF ITEM AND PROPOSED DISPOSITION

See attached sheet for record descriptions and requested dispositions.

9 GRS OR SUPERSEDED JOB CITATION

10 ACTION TAKEN (NARA USE ONLY)

LEAVE BLANK (NARA use only)

JOB NUMBER  
N1 - 220 - 94 - 3

DATE RECEIVED  
11/3/93

NOTIFICATION TO AGENCY

In accordance with the provisions of 44 USC 3303a the disposition request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10.

DATE  
7-1-94

SIGNATURE OF AGENCY REPRESENTATIVE  
[Signature]

TITLE  
[Title]

STANDARD FORM 115 (REV. 3-91)  
Prescribed by NARA
36 CFR 1228

[Copy sent to agency, NCF, NNW, NNS, NNT, NL, NIA]
6. **Grant Files, 1992-1993.**
Grant proposals, peer reviews by non-commission members, award letters, project budgets, financial and technical reports from grantees, amendments to grants, renewal requests, and correspondence between the Commission and grantees. Grant files are arranged by subtitle and thereunder alphabetically by name of grantee.

Vol. 19 c.f.

**TEMPORARY.** Cutoff upon termination of the Commission. Transfer to the Corporation on National and Community Service. Destroy six years three months after grant terminates.

7. **Publications, 1992-1993.**
Final reports, interim reports, press releases, program summaries, newsletters, brochures, and pamphlets. Arranged by type of record and thereunder chronologically.

Vol. 2 c.i.

**PERMANENT.** Transfer to the Washington National Records Center upon approval of the schedule. Transfer to the National Archives February 1995.

8. **Audiovisual Records, 1993-1993.**
   a. Slides documenting projects sponsored by the Commission.

   Vol. 3 c.i.

   **PERMANENT.** Transfer to the Washington National Records Center upon approval of the schedule. Transfer to the National Archives February 1995.

   b. Video tapes documenting projects sponsored by the Commission.

   Vol. 3 c.i.

   **PERMANENT.** Transfer to the Washington National Records Center upon approval of the schedule. Transfer to the National Archives February 1995.

Records already appraised as disposable under the General Schedule, as well as duplicate, unidentifiable, unrelated and non-archival material, may be destroyed during archival processing.