

## Request for Records Disposition Authority

Records Schedule Number      **DAA-0490-2016-0008**  
Schedule Status                **Approved**

Agency or Establishment        **Peace Corps**  
Record Group / Scheduling Group **Records of the Peace Corps**  
Records Schedule applies to      **Major Subdivision**  
Major Subdivision                **Office of Strategic Partnerships**  
Minor Subdivision                **Office of Gifts and Grants Management**  
Schedule Subject                 **Volunteer Memorial Fund Records**  
Internal agency concurrences will be provided      **No**

Background Information            **Memorial funds are established with privately donated funds primarily for Peace Corps Volunteers who die while in service. The monies are used to fund Volunteer projects.**

### Item Count

Number of Total Disposition Items	Number of Permanent Disposition Items	Number of Temporary Disposition Items	Number of Withdrawn Disposition Items
<b>1</b>	<b>0</b>	<b>1</b>	<b>0</b>

### GAO Approval

## Outline of Records Schedule Items for DAA-0490-2016-0008

Sequence Number	
1	Volunteer Memorial Fund Records Disposition Authority Number: DAA-0490-2016-0008-0001

## Records Schedule Items

Sequence Number	
1	<p data-bbox="370 406 841 442"><b>Volunteer Memorial Fund Records</b></p> <p data-bbox="370 459 1149 495">Disposition Authority Number      <b>DAA-0490-2016-0008-0001</b></p> <p data-bbox="370 512 1492 655"><b>Memorial funds are established with privately donated funds primarily for Peace Corps Volunteers who die while in service. The monies are used to fund Volunteer projects. Records consist primarily of correspondence with family members and donors.</b></p> <p data-bbox="370 672 922 708">Final Disposition                      <b>Temporary</b></p> <p data-bbox="370 725 857 761">Item Status                              <b>Active</b></p> <p data-bbox="370 778 829 815">Is this item media neutral?          <b>Yes</b></p> <p data-bbox="370 832 813 953">Do any of the records covered by this item currently exist in electronic format(s) other than e-mail and word processing?      <b>No</b></p> <p data-bbox="370 991 678 1027"><b>Disposition Instruction</b></p> <p data-bbox="370 1044 1203 1081">Cutoff Instruction                      <b>Cut off when the fund is closed.</b></p> <p data-bbox="370 1098 1166 1134">Retention Period                        <b>Destroy 3 year(s) after cutoff</b></p> <p data-bbox="370 1172 678 1208"><b>Additional Information</b></p> <p data-bbox="370 1225 954 1261">GAO Approval                            <b>Not Required</b></p>

## 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 in this schedule are not now needed for the business of the agency or will not be needed after the retention periods specified.

## Signatory Information

Date	Action	By	Title	Organization
04/06/2016	Certify	Valery Garrett	Records Management officer	Peace Corps - Peace Corps
05/31/2016	Return for Revision	Darryl Byrd	Appraisal Archivist	National Archives and Records Administration - Records Management Services
06/02/2016	Submit For Certification	Valery Garrett	Records Management officer	Peace Corps - Peace Corps
06/02/2016	Certify	Valery Garrett	Records Management officer	Peace Corps - Peace Corps
06/13/2016	Submit for Concurrence	Lisa Clavelli	Supervisor, ACNR Appraisal Team 2	National Archives and Records Administration - Records Management Services
06/15/2016	Concur	Margaret Hawkins	Director of Records Management Services	National Records Management Program - ACNR Records Management Services
06/16/2016	Concur	Laurence Brewer	Director, National Records Management Program	National Archives and Records Administration - National Records Management Program
06/27/2016	Approve	David Ferriero	Archivist of the United States	Office of the Archivist - Office of the Archivist