Schedule Number: N1-490-94-004

Some items in this schedule are either obsolete or have been superseded by new NARA approved records schedules. This information is accurate as of: 05/31/2022

ACTIVE ITEMS
These items, unless subsequently superseded, may be used by the agency to disposition records. It is the responsibility of the user to verify the items are still active.

All other items remain active.

SUPERSEDED AND OBSOLETE ITEMS
The remaining items on this schedule may no longer be used to disposition records. They are superseded, obsolete, filing instructions, non-records, or were lined off and not approved at the time of scheduling. References to more recent schedules are provided below as a courtesy. Some items listed here may have been previously annotated on the schedule itself.

Item 1 was superseded by DAA-0490-2014-0002-0001
REQUEST FOR RECORDS DISPOSITION AUTHORITY
(See Instructions on reverse)

To: NATIONAL ARCHIVES and RECORDS ADMINISTRATION (NAR)
WASHINGTON, DC 20408

1. FROM (Agency or establishment)
PEACE CORPS

2. MAJOR SUBDIVISION

3. MINOR SUBDIVISION

4. NAME OF PERSON WITH WHOM TO CONFER
   Tom Peirce
5. TELEPHONE
   202/606-3261

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

DATE 11/8/93
SIGNATURE OF AGENCY REPRESENTATIVE Tom Peirce
TITLE Records Officer

7. ITEM NO.
8. DESCRIPTION OF ITEM AND PROPOSED DISPOSITION

<table>
<thead>
<tr>
<th>ITEM NO.</th>
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<tbody>
<tr>
<td></td>
<td>Records of the Office of Volunteer Recruitment and Selection -- See Attached</td>
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<tr>
<td></td>
<td>Records of the Office of Returned Volunteer Services -- See Attached</td>
</tr>
<tr>
<td></td>
<td>Records of the Peace Corps Partnership Program, Office of Private Sector Relations -- See Attached</td>
</tr>
</tbody>
</table>

9. GRS OR SUPERSEDED JOB CITATION

10. ACTION TAKEN (NARA USE ONLY)

Copy sent to NAR, NCF, NIA and Agency 7/7/94

All changes to this proposed schedule have been approved by:

Lydia Kist 3/6/94
NARA appraiser
date

Agency representative date
Records of the Peace Corps Partnership Program, Office of Private Sector Relations

1. **Donor Files.**

   Routine Correspondence concerning collection of pledge amounts, etc. of all donors. **Disposition:** Cut off files at the end of each fiscal year. Destroy when five years old.

2. **Project Files.**

   a. **Accepted Project Files**

      Contains documentation pertaining to projects including project proposal, donor information, letters to and from donors, cables, "Authorization of Funding" memos, cross-cultural exchange material, quarterly and final reports, letters from host country participants. **Arrangement:** Filed by region, thereunder by Department of State country code, and thereunder by a sequential number. **Volume:** Current volume 12 cubic feet. Estimated annual accumulation 3 cubic feet. **Disposition:** Permanent. Hold for three years after file is closed and then retire to WNRC. Transfer to the National Archives when six years old.

   b. **Rejected Project Files**

      Contains documentation pertaining to proposed, unfunded projects. The files include project proposals and PCPP denials for funding. **Disposition:** Hold for two years, retire to WNRC. Destroy when five years old.

Records of the Office of Returned Volunteer Services

3. **Information Release Cards.**

   Cards signed by Peace Corps Volunteers authorizing the release of their names to people and organizations interested in talking with them. **Disposition:** Break files and retire to WNRC annually. Destroy when 50 years old.
Records of the Peace Corps Partnership Program, Office of Private Sector Relations

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I concur with changes
Thx, Peace 6/13
Tom Peace
Peace Corps Archives Officer