

<b>REQUEST FOR RECORDS DISPOSITION AUTHORITY</b> (See Instructions on reverse)		<b>LEAVE BLANK (NARA use only)</b>	
TO NATIONAL ARCHIVES and RECORDS ADMINISTRATION (NIR) WASHINGTON, DC 20408		JOB NUMBER N1-258-08-7	DATE RECEIVED 5/12/08
1. FROM (Agency or establishment) United States Department of Agriculture		NOTIFICATION TO AGENCY	
2 MAJOR SUBDIVISION Risk Management Agency (RMA)			
3 MINOR SUBDIVISION			
4. NAME OF PERSON WITH WHOM TO CONFER Erin Tecce or Debbie Lackey	5 TELEPHONE 816 926-7394	DATE 7/7/09	ARCHIVIST OF THE UNITED STATES <i>Debbie Lackey</i>

6 AGENCY CERTIFICATION  
I hereby certify that I am authorized to act for this agency in the matters pertaining to the disposition of its records and that the records proposed for disposal attached 2 page(s) are not 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 Manuel for Guidance of Federal Agencies,

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

DATE 5/12/08	SIGNATURE OF AGENCY REPRESENTATIVE Rodger M Matthews <i>Rodger Matthews</i>	TITLE Agency Records Coordinator
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7. ITEM NO.	8. DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9. GRS OR SUPERSEDED JOB CITATION	10. ACTION TAKEN (NARA USE ONLY)
1	<p><b>Risk Management Agency (RMA) was established by the Federal Agriculture Improvement and Reform Act of 1996. Prior to 1996, crop insurance programs were administered by the Federal Crop Insurance Corporation (FCIC).</b></p> <p><b>The role of RMA is to help producers manage their business risk through effective, market based risk management solutions and to preserve and strengthen the economic stability of America's agricultural producers. RMA operates and manages the FCIC in accordance with the Act.</b></p> <p>In 2000, Congress enacted legislation that expanded the role of the private sector allowing entities to participate in conducting research and development for new education, outreach, information and insurance products and features as well as the development of non-insurance risk management tools With the expansion of the contracting and partnering authority, RMA can enter into partnerships and interagency agreements for education, information, research, and development of new and innovative insurance products or create partnerships and interagency agreements for the development of non-insurance risk management tools.</p> <p>This schedule is applicable to all records regardless of medium</p> <p><b>Approved Risk Management Partnership Proposals for Grants and Cooperative Agreements</b></p> <p>Records include Approved partnership proposals/applications, Statements of Work, Invoices, Task Orders, Deliverables progress reports, activity logs, and Board Documentation.</p>		

REQUEST FOR RECORDS DISPOSITION AUTHORITY-CONTINUATION		JOB NUMBER	PAGE 2 OF 2
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	<p><b>DISPOSITION:</b></p> <p><b>Office of record:</b></p> <p>Cutoff after final payment. Destroy 7 years after cutoff.</p> <p><b>All other offices:</b></p> <p>Cutoff after final payment. Destroy 3 years after cutoff.</p>		
2	<p><b>Rejected Risk Management Partnership Proposals/Agreements</b></p> <p>Records include unfunded Risk Management Partnership Proposals</p> <p><b>DISPOSITION:</b></p> <p>Cutoff at the end of the calendar year. Destroy 1 year after cutoff.</p>		
3	<p><b>General Partnership Files</b></p> <p>Records include general partnership documents not covered elsewhere in this schedule</p> <p><b>DISPOSITION:</b></p> <p>Cutoff at the end of the calendar year. Destroy 3 year after cutoff.</p>		



# National Archives and Records Administration

CENTRAL PLAINS REGION  
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KANSAS CITY, MISSOURI 64131-3011  
[www.nara.gov/regional](http://www.nara.gov/regional)

Date: November 18, 2008  
Appraiser: Robin Riat, NREM  
Agency: Risk Management Agency  
Subject: N1-258-08-7

## INTRODUCTION

### Schedule Overview

Partnerships, Grants and Cooperative Agreements

### Administrative History

The Risk Management Agency (RMA), part of the U.S. Department of Agriculture, was established in 1996 by the Federal Agriculture Improvement and Reform Act. RMA provides crop insurance to American agricultural producers via the Federal Crop Insurance Corporation (FCIC, established 1938), which it operates and manages. While private-sector companies sell and service crop insurance policies, RMA develops and approves the premium rates, administers premium and expense subsidies, approves and supports insurance products, and reinsures the companies. RMA also sponsors educational and outreach programs on risk management.

### Additional Background Information

RMA has three primary divisions. Insurance Services oversees program delivery, managing the contracts with the companies that sell and service policies. Product Management oversees crop insurance product development. Risk Compliance monitors producer and insurance company compliance with the program. RMA insures approximately 100 different crops, ranging from almonds to fruit trees to wheat. More background information may be found on RMA's Web site at <http://www.rma.usda.gov>

### Overall Recommendation

I recommend approval of the attached schedule.

## **APPRAISAL**

### **Item 1: Approved Risk Management Partnership Proposals for Grants and Cooperative Agreements**

RMA enters into partnerships and cooperative agreements with other institutions to test the viability of proposed insurance products, create new risk management tools and educational programs, and support related projects. The records covered by this item include both proposals and project files and documentation for approved projects, as well as reports and correspondence related to specific agreements.

**Proposed Disposition:** Temporary

**Appropriateness of Proposed Disposition:** Appropriate

**Appraisal Justification:**

- Records have little or no research value.
- Records do not document significant actions of Federal officials.

**Adequacy of Proposed Retention Period(s) for temporary records:**

Adequate from the standpoint of legal rights and accountability. The proposed 7 year retention period for the office-of-record copy should also meet agency administrative and operational needs.

**Media Neutrality:** Approved

### **Item 2: Rejected Risk Management Partnership Proposals/Agreements**

This item covers records related to unsuccessful proposals. Proposals and project files for successful proposals are covered under item 1 of this schedule.

**Proposed Disposition:** Temporary

**Appropriateness of Proposed Disposition:** Appropriate

**Appraisal Justification:**

- Records have little or no research value.
- Records do not document significant actions of Federal officials.

**Adequacy of Proposed Retention Period(s) for temporary records:**

Adequate from the standpoint of legal rights and accountability.

**Media Neutrality:** Approved

**Item 3: General Partnership Files**

This item covers general administrative documentation not covered under the previous two items.

**Proposed Disposition:** Temporary

**Appropriateness of Proposed Disposition:** Appropriate

**Appraisal Justification:**

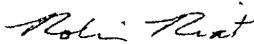
- Records have little or no research value.
- Records do not document significant actions of Federal officials.

**Adequacy of Proposed Retention Period(s) for temporary records:**

Adequate from the standpoint of legal rights and accountability.

**Media Neutrality:** Approved

Appraiser



Robin Riat, CRM

Senior Records Analyst

National Archives and Records Administration – Central Plains Region