REQUEST FOR RECORDS POSITION AUTHORITY		͵ ˉ AVE BLANK (NARA use only)

REQUEST FOR RECORDS   POSITION AUTHORITY
(See Instructions on reverse)

JOB NUM

NI-056-09-10

TO: NATIONAL ARCHIVES and RECORDS ADMINISTRATION (NWML)
8601 ADELPHI ROAD, COLLEGE PARK, MD 20740-6001

DATE RECEIVED
6/30/09

1. FROM (Agency or establishment) Department of the Treasury	NOTIFICATION TO AGENCY
2. MAJOR SUBDIVISION Community Development Financial Institution	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request, including amendments, is approved except for items that may be marked "disposition not approval" or "withdrawn" in column 10.
3. MINOR SUBDIVISION	

4. NAME OF PERSON WITH WHOM TO CONFER Michael Jones	202-622-7754	**DATE** 03 NOV 09	**ARCHIVIST OF THE UNITED STATES**

5. 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 __1__ pages(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 6/26/2009	SIGNATURE OF AGENCY REPRESENTATIVE	TITLE DO Records Officer

7. ITEM NO.	8. DESCRIPTION OF ITEM OF PROPOSED DISPOSITION	9. GRS OR SUPERSEDED JOB CITATION	10. ACTION TAKEN (NARA USE ONLY)
	Award Tracking System (ATS) **Background:** The CDFI Fund uses four data collection systems to administer and monitor the New Market Tax Credit Program (NMTC) program. The NMTC permits taxpayers to receive a credit against Federal income taxes for making qualified equity investments in designated Community Development Entities (CDEs). Substantially all of the qualified equity investment must in turn be used by the CDE to provide investments in low-income communities. The Award Tracking System is one of the four data collection systems. It enables the tracking of allocated credits and reporting information about investors. **Description:** The Award Tracking System is the primary system that CDFI Fund uses to monitor Qualified Equity Investments (QEIs) that have been made and track CDEs (allocatees), suballocatees, and investors in the CDEs. The ATS contain information reported by the CDEs on the type of QEI that is made in the CDE, the amount of the investment, the CDE that received the investment, whether the CDE that initially received the allocation transferred the allocation to a suballocatee, and how much of the allocation was transferred.		

In addition, the ATS contains data reported by CDEs on the equity investors in the NMTC program. The ATS was operational as of November 2003.

A. Inputs:
Receives data from the Allocation Agreement System which contains information on the allocation agreements that CDEs enter into with the CDFI Fund.

Disposition: TEMPORARY. Destroy after successful entry and verification.

GRS 20, item 2b

B. System Data:
The ATS contains information reported by the CDE son the type of QEI that is made in the CDE, the amount of the investment, the CDE that received the investment, whether the CDE that initially received the allocation transferred the allocation to a suballocatee, and how much of the allocation was transferred. In addition, the ATS contains data reported by CDEs on the equity investors in the NMTC program.

Disposition: TEMPORARY. Destroy 10 years upon close of award.

C. Outputs:
The ATS feeds information into the New Markets Compliance Monitoring System (NCMS) for CDEs compliance.

Disposition: TEMPORARY. Cut-Off at end of processing year. Destroy 6 years after processing year.

D. System Documentation:
Codebooks, records layout, user guide, and other related materials.

Disposition: TEMPORARY. Delete/destroy when superseded or 5 years after the system is obsolete, whichever is later.

exception to GRS 20 item 11

hat115-109

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PREVIOUS EDITION NOT USABLE

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