

<b>REQUEST FOR RECORDS DISPOSITION AUTHORITY</b>		JOB NUMBER 71-220-02-24	
To: NATIONAL ARCHIVES and RECORDS ADMINISTRATION (NIR) WASHINGTON, DC 20408		DATE RECEIVED 08/09/2002 9-5-2002	
1. FROM (Agency or establishment) Darren G. Franklin Director of Administration Millennial Housing Commission 800 N. Capitol St., Suite 680 Washington, DC 20002		<b>NOTIFICATION TO AGENCY</b>  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request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10.	
2. MAJOR SUBDIVISION			
3. MINOR SUBDIVISION			
4. NAME OF PERSON WITH WHOM TO CONFER Darren G. Franklin	5. TELEPHONE (202) 565-0054	DATE 4-24-03	ARCHIVIST OF THE UNITED STATES <i>[Signature]</i>
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 <u>1</u> 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, <input checked="" type="checkbox"/> is not required; <input type="checkbox"/> is attached; or <input type="checkbox"/> has been requested.			
DATE <i>8/21/02</i>	SIGNATURE OF AGENCY REPRESENTATIVE <i>[Signature]</i>	TITLE Director of Administration	
7. Item No.	8. DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9. GRS OR SUPERSEDED JOB CITATION	10. ACTION TAKEN (NARA USE ONLY)

The Millennial Housing Commission, created by Public Law 106-74, "was charged with examining, analyzing, and exploring:

- 1.) the importance of housing, particularly affordable housing which includes housing for the elderly, to the infrastructure of the United States.
- 2.) the various possible methods for increasing the role of the private sector in providing affordable housing in the United States, including the effectiveness and efficiency of such methods; and
- 3.) whether the existing programs of the Department of Housing and Urban Development work in conjunction with one another to provide better housing opportunities for families, neighborhoods, and communities, and how such programs can be improved with respect to such purpose."

There are 22 Commissioners and a staff of seven. The Director of Operations is responsible for coordinating with the Research Analyst and the Policy Director and keeping the work of the Commission on schedule and in line with its legislative mandate. The Policy Director is responsible for the Commission's interactions with Congress. The Research Analyst coordinates all research projects and gathers background information in support of the Commission's work.

The Millennial Housing Commission closed its doors August 30, 2002.

*CENAL, NW44, NWMD, NWME*

**Attachment to SF 115, Request for Records Disposition Authority  
Records of the Millennial Housing Commission, 2001-2002  
NARA Job No. N1-220-02-**

**1. Director of Operations' Files**

These records include solicitation letters to and responses from entities responsible for or interested in housing issues, the analysis of those responses, field hearing transcripts, reports, working papers relating to the Commission's recommendations, memoranda and other records relating to the direction and focus of the Commission's work (3 cu.ft.)

Disposition: PERMANENT. Transfer to the National Archives and Records Administration upon termination of the Commission.

**2. Policy Director's Files**

These records relate to the Commission's interaction with Congress and include budget scoring files, notes and reports on meetings with congressional staff and Members, correspondence and other files relating to the Commission's recommendations (1.5 cu.ft.).

Disposition: PERMANENT. Transfer to the National Archives and Records Administration upon termination of the Commission.

**3. Research Analyst's Files**

This series contains reports, briefings, notes, correspondence, and research materials relating to the compilation of the Commission's final report (3 cu.ft.).

Disposition: PERMANENT. Transfer to the National Archives and Records Administration upon termination of the Commission.

**4. Electronic Records**

~~a. Contractor's Research~~ *Withdrawn 4-16-03*

~~The research prepared by contractors on a variety of subjects, some used directly in the Commission's final report, others not used, have been burned onto a CD-ROM.~~

~~Disposition: PERMANENT. Transfer to the National Archives and Records Administration upon termination of the Commission.~~

~~b. Web Page~~

~~The Commission's web page (www.mhc.gov), which includes the full text of the final report, field hearings, biographies of Commissioners, research papers, the Commission's enabling legislation, and other information, will be transferred to the Government Printing Office (GPO) in mid-August. The GPO will maintain the site for 2 years.~~

~~Disposition: PERMANENT. The information on the web site will be either printed onto paper and filed with the records of the Director of Operations~~

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Records of the Millennial Housing Commission, 2001-2002  
NARA Job No. N1-220-02-24**

**5. Electronic Copies.** Electronic version of records created by electronic mail and/or word processing applications for the closed series in this schedule (Millennial Housing Commission Files).

**a)** Copies that have no further administrative value after the recordkeeping copy is made. Includes copies maintained by individuals in personal files, personal electronic mail directories, or other personal directories on hard disk or network drives, and copies on shared network drives that are used only to produce the recordkeeping copy.

**Temporary.** Delete within 180 days after the recordkeeping copy has been produced. (NARA Job No. N1-220-02-24, item 5a.)

**b)** Copies used for the dissemination, revision, or updating.

**Temporary.** Delete when dissemination, revision, or updating is complete. (NARA Job No. N1-220-02-24, item 5b.)