

<b>REQUEST FOR RECORDS DISPOSITION AUTHORITY</b> (See Instructions on reverse)		<b>LEAVE BLANK (NARA use only)</b>	
<b>TO</b> NATIONAL ARCHIVES and RECORDS ADMINISTRATION (NIR) WASHINGTON, DC 20408 <b>1 FROM</b> (Agency or establishment) Commission on National and Community Service <b>2 MAJOR SUBDIVISION</b> <b>3 MINOR SUBDIVISION</b>		<b>JOB NUMBER</b> N1 - 220 - 94 - 3	
		<b>DATE RECEIVED</b> 11/3/93	
		<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request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10	
<b>4 NAME OF PERSON WITH WHOM TO CONFER</b> Jessica Marshall		<b>5 TELEPHONE</b> (202)724-0600	
		<b>DATE</b> 7-1-94	<b>ARCHIVIST OF THE UNITED STATES</b> <i>Grady Haskins Petersen</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 \_\_\_\_\_ 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.

<b>DATE</b>	<b>SIGNATURE OF AGENCY REPRESENTATIVE</b>	<b>TITLE</b>
10/28/93	<i>Jessica Marshall</i>	ADMINISTRATIVE/BUDGET OFFICER

7 ITEM NO	8 DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9 GRS OR SUPERSEDED JOB CITATION	10 ACTION TAKEN (NARA USE ONLY)
	See attached sheet for record descriptions and requested dispositions.		
Copies sent to Agency, NCF, NNW, NNS, NNT, NL, NIA			

**6. Grant Files, 1992-1993.**

Grant proposals, peer reviews by non-commission members, award letters, project budgets, financial and technical reports from grantees, amendments to grants, renewal requests, and correspondence between the Commission and grantees. Grant files are arranged by subtitle and thereunder alphabetically by name of grantee.

Vol. 19 c.f.

TEMPORARY. Cutoff upon termination of the Commission. Transfer to the Corporation on National and Community Service. Destroy six years three months after grant terminates.

**7. Publications, 1992-1993.**

Final reports, interim reports, press releases, program summaries, newsletters, brochures, and pamphlets. Arranged by type of record and thereunder chronologically.

Vol. 2 c.i.

PERMANENT. Transfer to the Washington National Records Center upon approval of the schedule. Transfer to the National Archives February 1995.

**8. Audiovisual Records, 1993-1993.**

a. Slides documenting projects sponsored by the Commission.

Vol. 3 c.i.

PERMANENT. Transfer to the Washington National Records Center upon approval of the schedule. Transfer to the National Archives February 1995.

b. Video tapes documenting projects sponsored by the Commission.

Vol. 3 c.i.

PERMANENT. Transfer to the Washington National Records Center upon approval of the schedule. Transfer to the National Archives February 1995.

Records already appraised as disposable under the General Schedule, as well as duplicate, unidentifiable, unrelated and non-archival material, may be destroyed during archival processing.