

INACTIVE - ALL ITEMS SUPERSEDED OR OBSOLETE

Schedule Number: NC1-454-84-01

All items in this schedule are inactive. Items are either obsolete or have been superseded by newer NARA approved records schedules.

Description:

Item 1 was superseded by NC1-454-85-01 item 1. It was also shown as superseded by N1-454-00-001, item 1.

Item 2 was superseded by NC1-454-85-01 item 2.

REQUEST FOR RECORDS DISPOSITION AUTHORITY
(See Instructions on reverse)

TO: **GENERAL SERVICES ADMINISTRATION,
NATIONAL ARCHIVES AND RECORDS SERVICE, WASHINGTON, DC 20408**

1. FROM (AGENCY OR ESTABLISHMENT)
Inter-American Foundation

2. MAJOR SUBDIVISION
Administration and Finance

3. MINOR SUBDIVISION
General Services Office

4. NAME OF PERSON WITH WHOM TO CONFER
David Hudson

5. TEL. EXT.
(703)
841-3896

6. CERTIFICATE OF AGENCY REPRESENTATIVE

I hereby certify that I am authorized to act for this agency in matters pertaining to the disposal of the agency's records; that the records proposed for disposal in this Request of 1 page(s) are not now needed for the business of this agency or will not be needed after the retention periods specified.

☐ **A Request for immediate disposal.**

☒ **B Request for disposal after a specified period of time or request for permanent retention.**

C. DATE 2/6/84	D. SIGNATURE OF AGENCY REPRESENTATIVE <i>David Hudson</i>	E. TITLE General Services Assistant
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7. ITEM NO	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9. SAMPLE OR JOB NO.	10. ACTION TAKEN
1	<p><u>Closed Out Projects</u> - This material relates to the function of approving and administering specific projects in the Inter-American Foundation. It contains valuable information that documents IAF history, programs and accomplishments. It has continuing research value.</p> <p><i>Annual accumulation: 20 cu. ft.</i></p> <p>PERMANENT. Cut OFF at end of fiscal year in which</p> <p>Retire records on all approved projects 2 years after project completed or terminated, Permanent Offer to and retire to FRC.</p> <p>National Archives 10 years after retirement old.</p> <p><i>in 5-year blocks when</i></p>		<i>Transfer to DAA 7/30/84</i>
2	<p><u>Rejected/Withdrawn Projects</u> - Same as closed out projects.</p> <p><i>It has continuing research value.</i></p> <p><i>Annual accumulation: 8 cu. ft.</i></p> <p>PERMANENT. Cut OFF at end of fiscal year in which proposal is withdrawn or rejected</p> <p>Retire rejected project proposals 2 years after rejection and retire to FRC. Transfer to</p> <p>or if considered valuable for a longer period, when no National Archives in 5-year</p> <p>longer needed for active office use. Permanent blocks when 10 years old.</p> <p><i>DAAT 7/30/84</i></p>		
3	<p><u>Original Grant Agreements</u> - Same as closed out projects.</p> <p>It has continuing research value. Documents how IAF conducted its business.</p> <p>Retire original grant Agreements when no longer needed for active office use. Permanent. Offer to National Archives 10 years after retirement.</p>		WITHDRAWN

115-107

All changes per mtgs. with Mel Arterton, IAF on 5/24/84 & 6/11/84 + telephone consultation of 7/9/84 and with Cynthia Fullman, IAF on 7/30/84. DAA 7/30/84

STANDARD FORM 115
Revised April, 1975
Prescribed by General Services Administration
FPMR (41 CFR) 101-11.4

MASS DATA CHANGE SHEET NOT REQUIRED

AND NINE NAB 4444 8-31-84 OLD

Agency sent 2-27-84 by DMW.