

National Archives and Records Administration
REQUEST FOR DISPOSITION AUTHORITY

Records Schedule Number: DAA-0167-2023-0001

Status: APPROVED
Date Approved: 01/22/2025

General Information

Agency or Establishment	National Institute of Standards and Technology
Record/Scheduling Group	0167 - Records of the National Institute of Standards and Technology
Records Schedule Applies To	Agency-wide
Schedule Subject	CHIPS Loans, Loan Guarantee, and Other Transaction Agreement Records
Additional Schedule Information	<p>The Creating Helpful Incentives to Produce Semiconductors (CHIPS) Program is administered by the CHIPS Program Office (CPO) and the CHIPS Research and Development (R&D) Office within the National Institute of Standards and Technology (NIST) of the U.S. Department of Commerce. The CHIPS Program aims to strengthen U.S. economic and national security, including economic resilience and competitiveness. Loans, Loan Guarantees, and other transaction agreements support the long-term growth and economic sustainability in the domestic semiconductor industry and workforce, promote the secure and resilient supply chains on which the sector relies, and enable advances in semiconductor research and development to extend America's leadership in semiconductor technology. The Federal funds serve as a catalyst to galvanize private, state, and local participation and investment in the semiconductor industry. This schedule covers records related to Loans and Loan Guarantees, as provided for in 15 U.S.C. § 4652, and other transaction agreements, as provided for in 15 U.S.C. § 4659.</p>
Is There a Classified Version of This Schedule?	No
Is consultation and coordination with Tribal Governments required?	No - the records covered by this schedule do not implicate Tribal interests

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Item Count

Total number of disposition items: 6

Number of Temporary disposition items: 6

Number of Permanent disposition items: 0

Number of Items with Disposition Not Approved: 0

Number of Inactive disposition items: 0

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Outline of Records Schedule Items for DAA-0167-2023-0001

Item #	Title	Disposition
0001	Loans and Loan Guarantees Program Management Files	Temporary
0002	CHIPS Loans and Loan Guarantees - Approved Applicants	Temporary
0003	CHIPS Loans and Loan Guarantees - Denied Applicants	Temporary
0004	Other Transaction Agreement Program Management Files	Temporary
0005	CHIPS Other Transaction Agreement - Approved	Temporary
0006	CHIPS Other Transaction Agreement - Denied	Temporary

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Records Schedule Items

DAA-0167-2023-0001-0001		STATUS: Active
ITEM GENERAL INFORMATION		
Item Title	Loans and Loan Guarantees Program Management Files	
Item Description	<p>This consists of application package templates and other records related to the management of the Creating Helpful Incentives to Produce Semiconductors (CHIPS) program, including but not limited to:</p> <ul style="list-style-type: none"> • Background files, such as program announcements; Notice of Funding Opportunity Announcement(s), including any Federal Register notices; or requests for proposals. • Application package for the statement of interest, pre-application, and full application (e.g., blank forms, instructions, guidelines, templates, checklists, evaluation criteria, etc.). • Application evaluation files (e.g., panel composition, correspondence, instructions, scoring matrix and related instructions, conflict-of-interest statements from the various reviewers and panelists, etc.). • Internally generated reports of the loan and loan guarantee program. • Audit reports of the program. 	
Is this item media neutral?	Yes	
Is this item a Big Bucket?	No	
SUPERSEDED AGENCY DISPOSITION AUTHORITIES AND GRS DEVIATIONS		
Does this item supersede existing disposition authorities?	No	
Is this item a deviation from the GRS?	No	
DISPOSITION INSTRUCTION		
Final Disposition	Temporary	
Cutoff Instructions	Cut off after Performance is complete, repayment, or cancellation of all CHIPS financial assistance awards.	
Retention Period	Other: Destroy 10 years after cutoff.	
ADDITIONAL INFORMATION		
Are any of the records covered by this item national security classified?	No	
GAO Approval Required	No	

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DAA-0167-2023-0001-0002		STATUS: Active
ITEM GENERAL INFORMATION		
Item Title	CHIPS Loans and Loan Guarantees - Approved Applicants	
Item Description	Files include statements of interest, pre-application, and application packages such as an applicant's project plan, financial information, and other documents related to the application and award process including but not limited to, loan applications, application evaluation files, correspondence, and other records relating to successful applications such as award documents, loan agreements and related documentation, promissory notes, financial analyses, project implementation plans, scope of work, files related to the results of the review process, progress reports, disbursements, repayment schedules, amendment requests and approval of modifications, and applicable post-award reporting requirements.	
Is this item media neutral?	Yes	
Is this item a Big Bucket?	No	
SUPERSEDED AGENCY DISPOSITION AUTHORITIES AND GRS DEVIATIONS		
Does this item supersede existing disposition authorities?	No	
Is this item a deviation from the GRS?	No	
DISPOSITION INSTRUCTION		
Final Disposition	Temporary	
Cutoff Instructions	Cut off after performance is complete, repayment, or cancellation of all CHIPS financial assistance awards.	
Retention Period	Other: Destroy 10 years after cutoff.	
ADDITIONAL INFORMATION		
Are any of the records covered by this item national security classified?	No	
GAO Approval Required	No	

DAA-0167-2023-0001-0003		STATUS: Active
ITEM GENERAL INFORMATION		
Item Title	CHIPS Loans and Loan Guarantees - Denied Applicants	

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Item Description	Files include statements of interest, pre-application, and application packages such as an applicant's project plan, financial information, and other documents related to the application and denial process including but not limited to, loan applications, application evaluation files, correspondence, and other records relating to unsuccessful (rejected or withdrawn) applications.
Is this item media neutral?	Yes
Is this item a Big Bucket?	No
SUPERSEDED AGENCY DISPOSITION AUTHORITIES AND GRS DEVIATIONS	
Does this item supersede existing disposition authorities?	No
Is this item a deviation from the GRS?	No
DISPOSITION INSTRUCTION	
Final Disposition	Temporary
Cutoff Instructions	Cut off after performance is complete, repayment, or cancellation of all CHIPs financial assistance awards.
Retention Period	Other: Destroy 7 years after cutoff.
ADDITIONAL INFORMATION	
Are any of the records covered by this item national security classified?	No
GAO Approval Required	No

DAA-0167-2023-0001-0004	STATUS: Active
ITEM GENERAL INFORMATION	
Item Title	Other Transaction Agreement Program Management Files
Item Description	<p>An Other Transaction Authority is a legally binding agreement between the federal government and another party that is not a grant, cooperative agreement, or federal contract. This is used to streamline projects like research and development, prototype development and other projects involving research. This is different from loan agreements. consist of application package templates and other records related to the management of the Creating Helpful Incentives to Produce Semiconductors (CHIPS) program Including but not limited to:</p> <ul style="list-style-type: none"> • Background files, such as program announcements; Notice of Funding Opportunity Announcement(s), including any Federal Register notices; or requests for proposals.

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- Application package for the statement of interest, pre-application, and full application (e.g., blank forms, instructions, guidelines, templates, checklists, evaluation criteria, etc.).
- Application evaluation files (e.g., panel composition, correspondence, instructions, scoring matrix and related instructions, conflict-of-interest statements from the various reviewers and panelists etc.).
- Internally generated reports of the other transaction agreement program.
- Audit reports of the program.

NOTE: Not all other transaction agreements application packages originate from notice of funding opportunities or solicitations. Some application package documents are not required for certain types of other transaction agreements.

Is this item media neutral? Yes

Is this item a Big Bucket? No

SUPERSEDED AGENCY DISPOSITION AUTHORITIES AND GRS DEVIATIONS

Does this item supersede existing disposition authorities? No

Is this item a deviation from the GRS? No

DISPOSITION INSTRUCTION

Final Disposition Temporary

Cutoff Instructions Cut off after performance is complete, repayment, or cancellation of all CHIPs financial assistance awards.

Retention Period Other: Destroy 10 years after cutoff.

ADDITIONAL INFORMATION

Are any of the records covered by this item national security classified? No

GAO Approval Required No

DAA-0167-2023-0001-0005

STATUS: Active

ITEM GENERAL INFORMATION

Item Title CHIPS Other Transaction Agreement - Approved

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Date Approved: 01/22/2025

Item Description	Files include statements of interest, pre-application, and application packages such as an applicant's project plan, financial information, and other documents related to the application and award process, including but not limited to, application evaluation files and related documentation, assessments, financial analyses, scope of work, project implementation plans, negotiations, correspondence, results of the review process, award documents, progress reports, disbursements, amendment requests and approval of modifications, and applicable post-award reporting requirements.
Is this item media neutral?	Yes
Is this item a Big Bucket?	No
SUPERSEDED AGENCY DISPOSITION AUTHORITIES AND GRS DEVIATIONS	
Does this item supersede existing disposition authorities?	No
Is this item a deviation from the GRS?	No
DISPOSITION INSTRUCTION	
Final Disposition	Temporary
Cutoff Instructions	Cut off after performance is complete, repayment, or cancellation of all CHIPS financial assistance awards.
Retention Period	Other: Destroy 10 years after cutoff.
ADDITIONAL INFORMATION	
Are any of the records covered by this item national security classified?	No
GAO Approval Required	No

DAA-0167-2023-0001-0006	STATUS: Active
ITEM GENERAL INFORMATION	
Item Title	CHIPS Other Transaction Agreement - Denied
Item Description	Files include statements of interest, pre-application, and application packages such as an applicant's project plan, financial information, and other documents related to the application and denial process including but not limited to, other transaction agreement applications, application evaluation files, correspondence, and other records relating to unsuccessful (rejected or withdrawn) applications.
Is this item media neutral?	Yes
Is this item a Big Bucket?	No
SUPERSEDED AGENCY DISPOSITION AUTHORITIES AND GRS DEVIATIONS	

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Does this item supersede existing disposition authorities?	No
Is this item a deviation from the GRS?	No
DISPOSITION INSTRUCTION	
Final Disposition	Temporary
Cutoff Instructions	Cut off after performance is complete, repayment, or cancellation of all CHIPs financial assistance awards.
Retention Period	Other: Destroy 7 years after cutoff.
ADDITIONAL INFORMATION	
Are any of the records covered by this item national security classified?	No
GAO Approval Required	No

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Signatory Information

Action	User	Date
Approve	Colleen Shogan	01/22/2025