

National Archives and Records Administration  
REQUEST FOR DISPOSITION AUTHORITY

Records Schedule Number: DAA-0297-2024-0011

Status: APPROVED  
Date Approved: 10/09/2024

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## General Information

Agency or Establishment	Library of Congress
Record/Scheduling Group	0297 - Records of the Library of Congress
Records Schedule Applies To	Agency-wide
Schedule Subject	Development - 2024 updates
Additional Schedule Information	Contains 2024 updates only. See DAA-0297-2014-0013 for unchanged items.
Is There a Classified Version of This Schedule?	No
Is consultation and coordination with Tribal Governments required?	Exempt from requirement - Legislative Branch

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## Item Count

Total number of disposition items: 1

Number of Temporary disposition items: 0

Number of Permanent disposition items: 1

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-0297-2024-0011

<b>Item #</b>	<b>Title</b>	<b>Disposition</b>
0001	Development Program Files	Permanent

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Records Schedule Items

<b>DAA-0297-2024-0011-0001</b>		<b>STATUS: Active</b>
<b>ITEM GENERAL INFORMATION</b>		
Item Title	Development Program Files	
Item Description	Documents accumulated in recording official actions of the Library's donor groups and other fundraising activities.	
Is this item media neutral?	Yes	
Is this item a Big Bucket?	No	
<b>MANUAL CITATION</b>		
Agency Code	1501	
Manual Title	Library of Congress Records Schedule (LRS)	
<b>SUPERSEDED AGENCY DISPOSITION AUTHORITIES AND GRS DEVIATIONS</b>		
Does this item supersede existing disposition authorities?	Yes	
	Superseded Items	
Superseded Item	Item Superseded in Part?	Explanation
DAA-0297-2014-0013-0001	No	
Is this item a deviation from the GRS?	No	
<b>DISPOSITION INSTRUCTION</b>		
Final Disposition	Permanent	
Cutoff Instructions	Other: CUTOFF in 5 year blocks.	
Are there multiple instructions for this item?	No	
Transfer Instruction	Other: TRANSFER to NARA in 5-year blocks 15 years after cutoff.	
<b>ADDITIONAL INFORMATION</b>		
Current Records Format	Paper-based textual records:22 cubic feet ; Textual data:500 MB	
Approximate first year of records covered by this authority	1989	
End year of records covered by this authority	Still being created	
Are any of the records covered by this item subject to a FOIA exemption?	No	

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Signatory Information

Action	User	Date
Approve	Colleen Shogan	10/09/2024