

REQUEST FOR RECORDS DISPOSITION AUTHORITY		JOB NUMBER <i>NI-468-10-2</i>	
To: NATIONAL ARCHIVES & RECORDS ADMINISTRATION 8601 ADELPHI ROAD COLLEGE PARK, MD 20740-6001		Date received <i>9/23/10</i>	
1 FROM (Agency or establishment) Department of Health and Human Services		NOTIFICATION TO AGENCY 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request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10	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 Offices of the Secretary			
3 MINOR SUBDIVISION			
4 NAME OF PERSON WITH WHOM TO CONFER Elaine Pankey, OS Records Officer	5 TELEPHONE NUMBER 202-690-5687	DATE <i>9/23/10</i>	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 _____ page(s) are not needed now for the business for 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 09/21/2010	SIGNATURE OF AGENCY REPRESENTATIVE <i>Yvonne K. Wilson</i> S // Yvonne K. Wilson		TITLE HHS Records Officer
7 ITEM NO	8 DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9 GRS OR SUPERSEDED JOB CITATION	10 ACTION TAKEN (NARA USE ONLY)
	Electronic Records Schedule HHS Tracking Accountability in Government Grants (TAGGS) See attached		

Attachment to SF115, Department of Health and Human Services (HHS) Request for Records Disposition Authority for HHS Office of the Secretary Tracking Accountability in Government Grants System (TAGGS)

1) Tracking Accountability in Government Grants System (TAGGS):

The Tracking Accountability in Government Grants System (TAGGS) is an extensive tool developed by the Department of Health and Human Services (HHS) Office of Grants. The TAGGS database is a central repository for grants awarded by all HHS Operating Divisions (OPDIVs). TAGGS tracks obligated grant funds at the transaction level. It allows internal users, Congress, government agencies, interest groups, and the general public the ready ability to query the database for information on all HHS domestic and international grants. Data is from 1995 to the present. The disposition of the grant case files is covered by NC1-235-80-01, item 201-27.

a Master file: Central repository for all HHS grant transaction data – current and past grant award information, Congressional district, grant program name, recipient (grantee) name, recipient location (state, city, zip, and/or congressional district), and awarding OPDIV transaction amount (or sum of transactions). Also, includes summary abstracts of some grant projects. Grants are closed after final audit or payment of grant.

Disposition TEMPORARY. Cut off closed grants at end of fiscal year. Delete 10 years after cutoff.