

STATE OF ILLINOIS
STATE RECORDS COMMISSION

APPLICATION NO. 72-54
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APPLICATION FOR AUTHORITY TO
DISPOSE OF STATE RECORDS

A RM-44

AGENCY
Department of Children & Family Services

DIVISION
Division of Methods and Information Services

SUBDIVISION
Trust Fund Unit

I HEREBY CERTIFY THAT THE RECORDS DESCRIBED IN THIS APPLICATION ARE NOT NEEDED IN THE TRANSACTION OF CURRENT BUSINESS AND ARE NOT OF SUFFICIENT ADMINISTRATIVE, LEGAL, OR FISCAL VALUE TO WARRANT FURTHER PRESERVATION.

Joni Anne Lawrence
HEAD OF AGENCY 9/13/72 DATE

RECOMMENDATION:
Approved

John W. Lewis 10/3/72
ARCHIVIST DATE

STATE RECORDS COMMISSION APPROVAL:
John Rossade
CHAIRMAN
William R. Alderfer
SECRETARY

October 4, 1972
DATE

SUBMIT ORIGINAL AND TWO COPIES TO STATE RECORDS COMMISSION WITH SAMPLES OF EACH ITEM LISTED.

ITEM NO.	DESCRIPTION OF ITEMS OR RECORD SERIES	ACTION TAKEN
1	<p>TRUST FUND FILES 1965 -</p> <p>These files contain copies of documents pertaining to this Department's payments from trust funds to children serviced by this Department. These records are composed of correspondence, and associated forms. Reference to these cases is minimal after being closed past two years. Upon closing of Trust Fund cases these records will be merged with the corresponding Parental Determinations Section's case records.</p> <p>Accumulation is approximately $\frac{1}{2}$ cubic feet per year.</p> <p>RECOMMENDATIONS: Destroy all cases closed 1/1/67 and prior immediately. Retain all records for two years after closing (as merged with Parental Determinations Section's case records) and then transfer in this merged form to the State Records Center for 3 additional years. Destroy all records 5 years after closing. Present accumulation to be destroyed upon approval is 2 cubic feet. Amount to be stored now will be approximately $2\frac{1}{2}$ cubic feet.</p>	<p><i>Debate 77-75 Item 2</i></p> <p><i>Disposition: Approved</i></p> <p>providing any claims involved in the files described herein which still have a possibility of collectibility not be included herein and that a post audit be made under the supervision of the Auditor General</p>