



Agency Records Disposition Schedule

Department: Department of Agriculture

Section:

Division: Agricultural & Small Business Development Authority

Sub-Section:

TITLE: Agriculture Business Development Fund Financial Statements

CUTOFF: End of State Fiscal Year

DESCRIPTION: These financial statements are created by MASBDA. These are the original copy of the financial statements for this program. The US government passed the powers to the states through a "Use Agreement" to manage the program. Every year a report is sent to the United States Department of Agriculture to make sure the program is administered per the "Use Agreement". One copy will be sent to the Missouri state Archives.

RETENTION: Years: 0 Months: 0 Days: 0

NOTES:

DISPOSITION ACTION: Permanent

SERIES: 23382

SERIES STATUS: Approved

APPROVAL DATE: 10/13/2011

TITLE: Alternative Loan Program Files

CUTOFF: EOSFY in which loan payoff is completed

DESCRIPTION: The Missouri Department of Agriculture offers direct loans through the Agriculture Development Fund to finance the production, processing and marketing needs of an alternative agricultural enterprise. Records to include: application, financials from the applicant, credit report, copies of receipts for the applicants purchases, Secretary of State UCC filings, and any other financial information the board feels that may be needed to approve the loan.

RETENTION: Years: 7 Months: 0 Days: 0

NOTES:

DISPOSITION ACTION: Destroy

SERIES: 23383

SERIES STATUS: Approved

APPROVAL DATE: 10/13/2011



Agency Records Disposition Schedule

Department: Department of Agriculture

Section:

Division: Agricultural & Small Business Development Authority

Sub-Section:

TITLE: Animal Waste Loan Program Records

CUTOFF: EOFFY in which loan payoff is completed

DESCRIPTION: The purpose of the Animal Waste Treatment System Loan Program is to finance animal waste treatment systems for independent producers of livestock and poultry at below conventional interest rates. Records include, but are not limited to application, paid off loans, copies of expenses, income expense journals and bank statements. Records produced per 348.220 RSMo.

RETENTION: Years: 7 Months: 0 Days: 0

NOTES:

DISPOSITION ACTION: Destroy

SERIES: 18170

SERIES STATUS: Approved

APPROVAL DATE:

11/13/2013

TITLE: Beginning Farmer Loan Program Records

CUTOFF: EOSFY in which loan payoff is completed

DESCRIPTION: The Beginning Farmer Loan Program is a tax-exempt bond program designed to assist beginning farmers to acquire agricultural property at lower interest rates. Records include, but are not limited to application, paid off loans, copies of expenses, income and expense journals, and bank statements. Records produced per 30.750 RSMo.

RETENTION: Years: 7 Months: 0 Days: 0

NOTES:

DISPOSITION ACTION: Destroy

SERIES: 18169

SERIES STATUS: Approved

APPROVAL DATE:

11/13/2013



Agency Records Disposition Schedule

Department: Department of Agriculture

Section:

Division: Agricultural & Small Business Development Authority

Sub-Section:

TITLE: Missouri Dairy Revitalization Act of 2015

CUTOFF: EOSFY in which required reporting is completed

DESCRIPTION: The Missouri Agricultural and Small Business Development Authority (MASBDA) administered the programs and distribution of funds for the Missouri Dairy Revitalization Act of 2015, which consisted of Dairy Producer Margin Insurance Premium Assistance Program, Missouri Dairy Scholars Scholarship Program and University of Missouri Commercial Agriculture Program. Records include, but not limited to, applications, financials, contracts, payment documents, and college transcripts. Records produced per 261.270 through 261.290 RSMo.

RETENTION: Years: 7 Months: 0 Days: 0

NOTES:

DISPOSITION ACTION: Destroy

SERIES: 24553

SERIES STATUS: Approved

APPROVAL DATE:

7/20/2021

TITLE: Single Purpose Animal Facilities Loan Guarantee Files

CUTOFF: EOSFY in which loan payoff is completed

DESCRIPTION: The Missouri Agricultural and Small Business Development Authority provides a 50 percent first-loss guarantee on collateralized loans up to \$250,000 that lenders make to independent livestock producers to finance the acquisition, construction, improvement, rehabilitation, or operation of land, buildings, facilities, equipment, machinery, and animal waste facilities used to produce poultry, hogs, beef or dairy cattle or other animals in a single purpose animal facility. Record to include, but may not be limited to Accounting Reports and Journals.

RETENTION: Years: 7 Months: 0 Days: 0

NOTES:

DISPOSITION ACTION: Destroy

SERIES: 18175

SERIES STATUS: Approved

APPROVAL DATE:

10/13/2011



Agency Records Disposition Schedule

Department: Department of Agriculture

Section:

Division: Agricultural & Small Business Development Authority

Sub-Section:

TITLE: Tax Credit Program Records

CUTOFF: EOSFY in which the required reporting is completed

DESCRIPTION: Records submitted to the Missouri Agricultural and Small Business Development Authority from a person, partnership, corporation, trust, limited liability company, donor or other entity applying for a tax credit under state statute. Records include, but not limited to, applications, supporting documentation, facility financials, annual reporting, and tax credit certificates.

RETENTION: Years: 7 Months: 0 Days: 0

NOTES:

DISPOSITION ACTION: Destroy

SERIES: 24552

SERIES STATUS: Approved

APPROVAL DATE:

7/20/2021