



## **Dual Credit Instructional Materials (DCIM) FY 2013 Allocation Guidelines**

Dual Credit Instructional Materials (DCIM) allocations are available twice with a possibility of additional funds, pending program compliance determination. The state will monitor for compliance to program requirements to determine Local Education Agencies (LEA) eligibility to receive a second allocation. LEAs are strongly encouraged to participate in New Mexico's Dual Credit (DC) Program, as this program provides support to students in meeting graduation requirements as stated in statute at 22-13-1.1 NMSA 1978.

### **Allocation I—October**

To qualify for Allocation I (85% of the award), the LEA must have provided the state the following:

1. Valid, electronic copy of completed Master Agreement and updated Appendix
2. Dual Credit Instructional Materials Request for Information (RFI)

### **Allocation II—February**

To qualify for Allocation II (15% of the award) the LEA must have submitted a claim by December 15, 2012 for at least 40% of the awarded funds in Allocation I. The LEA must meet the compliance requirements listed under Allocation I and have provide the state the following:

1. STARS DC student enrollment data (current year 40<sup>th</sup>–and 80<sup>th</sup>–day)
2. Expended and claimed at least 40% of the awarded Allocation I funds by December 15, 2012

### **Possible Reasons for Rescinding Allocation**

1. Lack of submitting BAR for Allocation I by November 15, 2012
2. Lack of submitting claim against BAR for Allocation I by December 15, 2012
3. Incomplete or non-submission of data reports on STARS DC and student enrollment data current year 40<sup>th</sup>–and 80<sup>th</sup>–day

Any funds rescinded from recipients will be redistributed to compliant LEAs in Allocation II.

### **Additional Funds Request**

Additional funds are dependent upon availability of funds and are not guaranteed. To qualify for additional funds, an LEA must meet the compliance requirements listed under Allocation I, Allocation II, and have provided the state the following:

1. STARS DC student enrollment data (40<sup>th</sup>–, 80<sup>th</sup>–, and 120<sup>th</sup>–day)
2. Expended and claimed Allocation I and Allocation II in its entirety
3. A request in writing stating a need for additional funds prior to March 15, 2013

**It is the LEA's responsibility to manage Allocation I and II to meet the requirements of Subsection H (15) of 6.30.7.8 NMAC over the fall, spring, and summer semesters of the fiscal year (July 1, 2012–June 30, 2013).**