RYAN STEWART, ED.L.D.
SECRETARY OF EDUCATION

MICHELLE LUJAN GRISHAM
GOVERNOR

March 31, 2020

MEMORANDUM

TO: Superintendents and Charter School Administrators

FROM: Anthony Burns, Instructional Material Bureau Chief A.B.

RE: **2019/2020 Instructional Material Final Allocation**

This is to advise you that the 2019/2020 instructional material final allocation has been posted on the Instructional Material Bureau (IMB) allocation webpage at https://webnew.ped.state.nm.us/bureaus/instructional-materials/allocations-budget-information/. You will find the link to the FY 19/20 Final Allocation Table under the allocations heading. This special appropriation of $26.5 million is intended specifically for the purchase of instructional materials to make up for the shortfall in past appropriations.

For this special appropriation please use fund 27109 and revenue code 43202 for these funds when submitting your BARs in OBMS. This distribution will flow through to your individual accounts in the coming weeks. Although you are not required to submit RfRs for this distribution, you will be required to provide an annual report that includes an itemized list of instructional materials purchased using fund 27109. You will be permitted to carry-over unspent balances in this fund at the end of this fiscal year.

Pursuant to 22-15-9(F) NMSA 1978, any funds remaining in the instructional material fund 14000 may be carried over into subsequent fiscal years.

If you have any questions regarding instructional materials please contact me at Anthony.Burns@state.nm.us or 505-827-6415.

cc: Gwen Perea Warniment, PhD, Deputy Secretary of Teaching, Learning & Assessment
    Adan Delgado, Deputy Secretary of Finance and Operations
    Jacqueline Costales, Division Director, Curriculum and Instruction