

## Sample Language for Contracts and LEA Purchase Orders

In addition to ensuring that all print-disabled students receive appropriate accessible versions of core curriculum materials in a timely manner, SEAs and LEAs will play an important role in obligating publishers to submit essential source materials to the NIMAC. This will be accomplished by contract or by including appropriate language in purchase orders that require publishers to submit NIMAS-conformant files to the NIMAC, or provide assurances that they have already done so, for a specific title and version that is to be purchased.

Please note that, in a letter dated June 22, 2012, the U.S. Department of Education encouraged SEAs and LEAs to ask publishers to also use the MathML3 Structure Guidelines recommended by the NIMAS Center, stating that these guidelines reflect the most effective method of providing accessible print instructional materials involving mathematical and scientific content to students who are blind or with print disabilities and do not conflict with the minimum requirements in the NIMAS.

A sample statement that could be included in a contract or purchase order follows:

By agreeing to deliver the materials marked with "NIMAS" on this contract or purchase order, the publisher agrees to prepare and submit, on or before \_\_\_/\_\_\_/\_\_\_\_ a NIMAS file set to the NIMAC that complies with the terms and procedures set forth by the National Instructional Materials Access Center (NIMAC), (IDEA Title I, Part D, sec. 674(e)). The publisher also agrees to mark up materials eligible for NIMAS submission that contain mathematical and scientific instructional content by using the MathML3 (refer to latest applicable version) module of the [DAISY/NIMAS Structure Guidelines](#) as posted and maintained at the DAISY Consortium web site. Should the vendor be a distributor of the materials and not the publisher, the distributor agrees to immediately notify the publisher of its obligation to submit NIMAS file sets of the purchased products to the NIMAC. The files will be used for the production of alternate formats as permitted under the law for students with print disabilities (IDEA Title I, Part B, sec. 612(a)).

Additional information about NIMAS is available on the [AEM/CAST website](#).

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