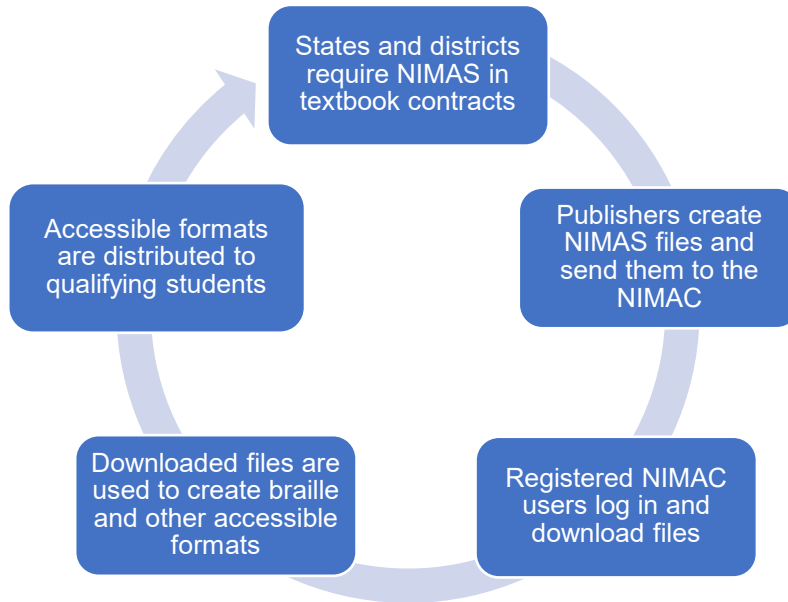


Ensuring Timely Delivery of Accessible Formats for Your Students

The [NIMAC](#) supports students with disabilities by helping ensure that an accessible format can be produced when a need is identified. We receive files in “NIMAS” format from publishers, and these files are used to produce formats like braille, EPUB, DAISY and large print. All states and districts that coordinate with the NIMAC are **obligated under IDEA 2004** to require publishers to send files to the NIMAC when they purchase new instructional materials.



Here is [Sample Contract Language developed by the National AEM Center](#) that you can include in contracts to ensure that files will be available to create accessible formats for qualifying students in a timely manner:

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 [month/day/year] a NIMAS fileset 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 [MathML modular extension of the DAISY/NIMAS Structure Guidelines](#), as posted and maintained at the DAISY Consortium website (refer to the latest applicable version).

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 filesets of the purchased materials to the NIMAC. The files will be used for the production of accessible formats as permitted under the law for eligible students (IDEA Title I, Part B, sec. 612(a)).

This language can also be included for digital instructional materials that are:

- Student-facing materials published primarily for use in K-12 education.
- Materials composed primarily of static images and text, formatted similarly to print books.

If you have any questions, please reach out to the NIMAC at nimac@aph.org or **877-526-4622**.

