**[581-013-0015](https://secure.sos.state.or.us/oard/viewSingleRule.action?ruleVrsnRsn=258157) Fund Administration**

(1) For each biennium, the Oregon Department of Education shall determine the total amount of funds to be apportioned among the eligible school districts and charter schools for each year of the biennium.

(2) For each school year, the Oregon Department of Education shall determine the portion of funds available to each school district or charter school that serves students in grades 9 through 12 from the High School Graduation and College and Career Readiness Fund. In calculating the portion available to each school district and charter school, the Oregon Department of Education shall use the most current finalized extended ADMw from the State School Fund from the prior year.

(3) Funds that are apportioned to a school district or charter school for a given biennium must be **apportioned** by the school district, charter school, or ESD in that biennium. **School districts, charter schools, or ESDs will have the first two months of the following biennium to spend funds previously apportioned**. Funds that are not used by a school district, charter school, or ESD during year one of a given biennium may be carried over and used in year two of that same biennium. Any funds that are not used by a school district, charter school, or ESD at the end of a biennium will be returned to the High School Graduation and College and Career Readiness Fund and reapportioned among all school districts and charter schools in the next biennium.

(4) Funds received by a school district or charter school under this section must be separately accounted for and must be used in accordance with the school district or charter school’s approved biennial plan.

Statutory/Other Authority: Sec. 1, Ch. 1 & OL 2017

Statutes/Other Implemented: Sec. 1, Ch. 1 & OL 2017