

The NM **EDGE** (Education Designed to Generate Excellence in the public sector)

A Program of NM Cooperative Extension Service

NM Certified DWI Coordinator Curriculum Checklist

Successful completion of the following **26 classes** is required to earn a NM Certified DWI Coordinator designation (**NMCDWIC**). For further information contact nmedge@nmsu.edu or go to <http://NMEDGE.NMSU.EDU>

Classes	Each class is three hours of classroom instruction.	In-Person/Online Honing Event
Customized NAME Required Classes		6 classes required
Take each of the following 6 DWI Pre-fix classes		
DWI 101 - LDWI for Coordinators		January
DWI 102 - Program Planning and Development		January
DWI 103 - DWI Policies and Procedures		March
DWI 104 - Contract Overview and Development (pre-requisite CPM 143)		June
DWI 105 - Collaboration for Program Sustainability (Co-req with DWI 108)		September
DWI 108 - Evaluation Made Simple (Co-req with DWI 105)		September
CPM and PE Required Classes		17 classes required
Take each of the following CPM and PE classes		
CPM 111- Knowing your Government		June/Jan, March, Sept
CPM 114 - The Public Policy Making Process		January, June
CPM 122 - Congratulations! You're a Leader		June/September
CPM 123 - Managing Organizational Change		January/June
CPM 124/224- Grant Writing (2 classes)		January, March
CPM 131- General HR Law		March, September
CPM 141 - Public Finance		January/September
CPM 142 - Ethics and Managing Public Funds		January/March
CPM 143 - Public Purchasing & Procurement		January/June
CPM 241/242- Budgeting I & II (2 classes) (pre-requisite CPM 141)		January/September
CPM 151- Foundation for Communication		January, June
CPM 156 - Improving Writing Skills		June, September
CPM 265 - IT for the Non-IT User		June/September
PE 110 A & B Ethics: Know the Law I and II (2 classes)		January, June
Elective Classes		3 electives required
Choose a minimum of 3 of the following 12 classes		
DWI 106 - DWI Treatment Programs		March
DWI 107- Overview of Compliance Programs		June
CARE 111 A & B- Building Strong Intergovernmental Relations		January
CPM 144 - Risk Management		March, September
CPM 154 - Effective Meetings by Design		March, September
CPM 164 - Excel Spreadsheets for Beginners		January
CPM 165 - Excel Intermediate Level I		January
NMF 110 - Internal Controls		Finance Level I
Don't Forget the Culminating Experience!		
Once you have completed all required classes, please submit an audit request to be assigned an academic advisor for your culminating experience. https://nmedge.nmsu.edu/students/graduating.html		