If you are reading this, then you are successfully seeing the webinar video. Webinar audio should be automatic through your computer, and options can be accessed in the “audio options” button on the bottom left. If you are having audio issues, or are in a location where listening via phone is preferable, audio is also available on the CDGRS conference line at: 866-823-7699.

For technical assistance, call: 814-865-5355
Note you can ask a question anonymously

For audio via phone: 866-823-7699
For technical assistance: 814-865-5355
• **Admin/Edu Tracker**

• **Project Completion Date**

• **Workshop Survey**

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• Purpose: To aid in determining the remaining claimable administrative and education expenses available.
• Calculated Quarterly
• Based on Actual expenses incurred and reported.
• Oldest Fiscal Year expires on July of the second year and is replaced with the newest Fiscal Year
Fiscal Year Example

- Currently available FYs: FY 18/19 and 19/20
- On July 1, 2020
  - FY 18/19 Admin/Edu money no longer available.
  - FY 20/21 money now available
  - This change will occur once the July – September 2020 Quarter has been unlocked.
1. Click the Claimable Admin/Edu button to open the Tracker

2. View the Available Admin and Edu amounts

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How were your remaining claimable administrative and education expenses calculated?

2. Since FY 17/18 was available until June 30, 2019, the sum of all expenses was first subtracted from the calculated 10% allowable for FY 17/18.
3. The remaining expenses, if any, were then subtracted from 10% allowable for FY 18/19.
4. If any expenses remained after FY 18/19, these were subtracted from FY 19/20 since they indicate a 10% overage for FY 18/19.
5. The remaining amounts in FY18/19 and 19/20 are the claimable administrative and education expenses that are available.
How are claimable expenses credited?

- All expenses are subtracted from the oldest FY first until the remaining amount reaches $0.
- If your expenses are greater than the allowable, you will only be able to claim the maximum amount remaining.
  - Example: Actual expenses = $2,500; Allowable Remaining = $2,000. You can only claim $2,000 in the Quarterly Report.
  - Why? Because the Quarterly Report represents expenses that are charged to the Program. A CD cannot charge more than 10% Admin and Edu to the Program.
  - Once you have exhausted your Admin and Edu funds, you will report $0 for Admin and Edu for all subsequent quarters until your next Allocation FY.
• Admin/Edu Tracker

• **Project Completion Date**

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• Records when a project is completed
  – Completion Report finalized and signed
  – All Payments have been sent
• Allows for the Completion Report Date to be separately recorded
• Project Completion Date must be later than or equal to the Completion Report Date and last Payment Date, whichever is later.
  – Example: Last Payment Date = 9/25; Completion Report Date = 9/15. Project Completion Date must be 9/25 or later.
  – GIS includes an “Easy” button to automatically choose the latest date.
• For all previously completed projects, the Project Completion Date = Completion Report Date
• Admin/Edu Tracker

• Project Completion Date

• Workshop Survey
• Add bankfull form to GIS system.
• New Layers
  – LIDAR
  – Wild Trout Streams
  – 303d Streams
• Add the ability to put “Start” “Stop” coordinate points to help with creating sites
• Add Potential Sites layer to Public Viewer (this also involves unhideing the Potential Site Statistics in the Road Statistics tool)
• Add Email Reminders for the QR.
  – One on the first day of the Quarter, one on Day 7, and one on Day 15.
  – These would go to all users in the District. Emails would not be sent if they have submitted prior to Day 7 or 15.
• Add Email Reminders for the ASR.
  – One on the first day of January, one on Day 7, and one on Day 15.
  – These would go to all users in the District. Emails would not be sent if they have submitted prior to Day 7 or 15.
GIS Demo

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