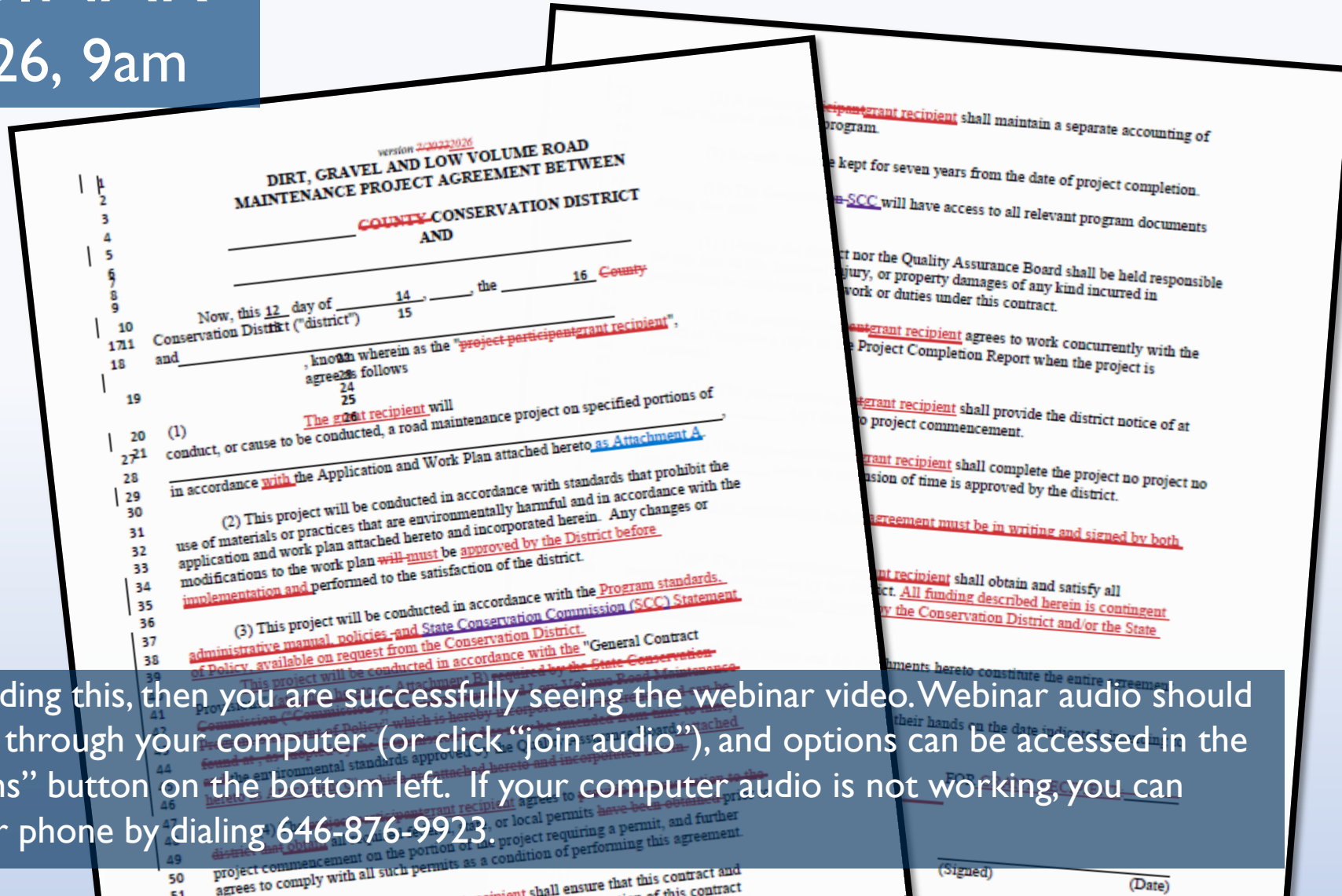


Dirt Gravel and Low
Volume Road Program

WEBINAR

1/29/26, 9am

DGLVR Proposed Policy Changes Comment Review and Q&A



If you are reading this, then you are successfully seeing the webinar video. Webinar audio should be automatic through your computer (or click "join audio"), and options can be accessed in the "audio options" button on the bottom left. If your computer audio is not working, you can listen on your phone by dialing 646-876-9923.

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- Brief overview of comments
- Discuss 7 of the comments received and answer questions attendees have about comments
- 2026 trainings



- **Brief overview of comments**
- Discuss 7 of the comments received and answer questions attendees have about comments
- 2026 trainings

Timeline: Admin Manual Updates



- ~~CD Comment Period: Closed December 31, 2025~~
- ~~Initial legal review: DONE September 2025~~
- ~~CD Comment/Responses: Done January 7th~~
- ~~Overview comments at SCC meeting: Done January 20th~~
- **Advisory Workgroup Meeting: February 3rd** to review CD comments and subsequent changes.
- **February 2026:**
 - finalize documents
 - Final legal review of changes initial review
- **March 2026: potential to seek SCC approval (effective July 1)**
- **May 2026:** fallback date if needed (still effective July 1)



CD Comment Period: Nov 10 through Dec 31, 2025

- **Two webinar review and Q&A sessions held in December**
- **7 sets of formal CD comments received**
 - **Manual:**
 - 35 content comments or questions
 - 87 editorial corrections
 - **Attachments and Other Forms:**
 - 9 content comments or questions
 - 40 editorial corrections
 - **7 “Overall Comments”**



- **Overall comments were positive – appreciated added flexibility**

A few CD quotes:

“Overall, the changes are good. They help to clarify and simplify administration of the program.”

“We are very excited about the combination of DG and LV project funds.”

“All of our staff is very pleased with the overall changes and think that these updates will make reporting and financial tracking simpler for all.”

“I just want to commend the advisory committee and the SCC for doing a fantastic job with this policy revision overall! All good stuff. We look forward to the additional flexibility in project spending and somewhat reduced tracking for admin and edu.”

“We appreciate the following:
-More local flexibility on the local level.
-Changes to QA/QC, looking forward instead of back
-appreciate the ability to copy the activity report from quarter to quarter as much of the info is the same.
-The proposed LVR allocation revision”



- Overall comments were positive – appreciated added flexibility
- Most specific comments were minor
- Comment response document provided via email.

PA Dirt, Gravel, and Low Volume Road Program
CD Comments on Proposed Manual and Policy Changes Nov/Dec 2025
Manual COMMENTS

DGLVR ADMINISTRATIVE MANUAL (comment on other documents in lower section)				Comment	RESPONSE
County	/ Comm	Manual Section	Line #	Comment	RESPONSE
County 7	C	1.4.2.1	483-512	I think those examples are good for municipalities to visualize what this program can do (maybe combine stream crossings with the first one). Maybe shorten them to a two sentences with the basic concepts.	workgroup discussed focusing the manual on policy and reducing non-policy guidance. Lines 483-512 will remain deleted. Other guidance, such as Tech Bulletins, are available to provide guidance on ESM practices.
County 5	C	2.3.1	677	This section states the QA/QC report will be provided to the District for review. Will there be an opportunity for discussion with the SCC prior to finalization? This opportunity appears to no longer exist with the revisions to the manual.	CDs will be able to discuss their preliminary QA/QC report with the QA/QC team before it is finalized. Added "and provide feedback before the report is finalized" to the end of the sentence.
County 7	C	2.3.1	657-659	NCCD didn't reach out to the field reps for help, but they accompanied us for the QA/QC. Is this no longer appropriate? (meant without any sass for once)	Field reps will still be invited to attend, participate in, and assist districts in preparing for QA/QCs. This is just proposed to be removed from the manual to shorten the manual to focus on policy more than guidance.
County 5	C	3.3.1	743	approval.	done
County 6	C	3.3.5	825		This is proposed to be removed from the admin manual to streamline the manual but will still be applicable because the deleted



- Brief overview of comments
- **Discuss 7 of the comments received and answer questions attendees have about comments**
- 2026 trainings

3.3.5 Program Termination or Reduction



	A	B	C	D	E	F
1					PA Dirt, Gravel, and Low Volume Road Program	
2					CD Comments on Proposed Manual and Policy Changes Nov/Dec 2025	
3					Manual COMMENTS	
4						
5			DGLVR ADMINISTRATIVE MANUAL (comment on other documents in lower section)			
6	County	/ Comn	Manual Section	Line #	Comment	RESPONSE
11	County 6	C	3.3.5	825	It appears that there is no way to rectify the situation if the last half of that paragraph (specifically the possibility of a corrective action) is omitted from the policy.	This is proposed to be removed from the admin manual to streamline the manual but will still be applicable because the deleted text is word for word still in the five-year agreement between the district and SCC.
12	County 7	C	3.3.5	825-830	general questions: 1) How will the district be notified about the possible suspension? 2) Is this related to the QAQC findings that are issued or can it be other factors as well? 3)How long does the District have to rectify the issues? I understand a lot of this is a case by case basis, but a good baseline for these questions is good to know. NOTE: I understand you said in the webinar that the CDs would know well in advance that this was a possibility, but if possible, it's good to get a baseline for these questions. I also understand from a legal perspective that it may not be possible to add those things.	There will be repeated discussion between the SCC and districts about any issues that could lead to corrective action. The admin manual does not go into detail about this process to allow flexibility for each situation that may arise. The SCC is developing additional guidance outside of the Admin Manual for how to handle these situations.



3.3.5 Program Reduction or Termination

The Dirt, Gravel, and Low Volume Road Program is a voluntary program for districts. Districts may choose to receive a reduced allocation or temporarily suspend their entire allocation for various reasons. Districts may also choose to withdraw from the Program (either DGR, LVR, or both) and return funding to the SCC. Districts who elect one of these options may return to full Program participation in future years with SCC approval. To discuss any of the options mentioned above, contact the Program Director at the SCC.

Pursuant to the five-year agreement between the SCC and districts, when the SCC determines that the terms and conditions of the agreement are not materially being met, the SCC may suspend the agreement, require the return of funds, or reduce future allocations, and take other actions deemed appropriate.

3.4.3 Administration and Education Funds



	A	B	C	D	E	F
1					PA Dirt, Gravel, and Low Volume Road Program	
2					CD Comments on Proposed Manual and Policy Changes Nov/Dec 2025	
3					Manual COMMENTS	
4						
5			DGLVR ADMINISTRATIVE MANUAL (comment on other documents in lower section)			
6	County	/ Comm	Manual Section	Line #	Comment	<u>RESPONSE</u>
13	County 1	C	3.4		Do we need to keep track of DGR and LVR admin/education spending completely separate when we are working on a specific project under that category - or - is the allocation simply 10% dedicated to admin/edu with 80% of the allocation for projects?	DGLVR Admin and edu must be tracked separately but they do not need to be split between DGR and LVR. The only finances that will need to be split between DGR and LVR is project expenses (done by creating the contract as DGR or LVR in GIS). Admin and edu expenses will automatically be cost allocated between DGR and LVR in GIS to assist in tracking the LVR minimum spending requirement.

3.4.3 Administration and Education Funds



3.4.3 Administrative and Education Funds

As per program legislation, a district may use up to 10 percent of their total allocation for administering the Dirt, Gravel, and Low Volume Road Maintenance Program. A district may use up to another 10 percent of their total allocation for education expenses in the DGLVR Program. Administrative and education funds must be tracked separately from project funds. The primary purpose of administrative funds is to assure adequate funding for technical staff who work on the Program. The primary purpose of education funds is to allow the district to attend trainings and events for their own education, and to provide training and events for potential grant applicants. Districts should keep this in mind when choosing which expenses to pay with administration vs education funding. Additional guidance on eligible administrative and education expenses are described below.

Administrative and education funds must be spent on eligible expenses as they are incurred; funds cannot be transferred in advance to a separate account. Administrative and education expenses must be incurred within the allotted fiscal year. Administrative and Education funds cannot be carried over to subsequent years, unless otherwise approved by the SCC. Administrative and education expenses are outlined in the SCC Statement of Policy Section 11 (Appendix B). The district is responsible for keeping accurate and detailed records of what was paid for with administrative and education funds for a minimum of seven years from the end of the fiscal year in which the expenses were incurred. This documentation must be available to the SCC upon request. The district is responsible for

3.4.3 Administration and Education Funds



Districts currently track all DGR and LVR finances *separately*:

Dirt and Gravel Roads:

- Income:
 - DGR advance
 - DGR replenishment
 - DGR interest
- Expenses
 - DGR admin
 - DGR edu
 - DGR projects

Low Volume Roads:

- Income:
 - LVR advance
 - LVR replenishment
 - LVR interest
- Expenses:
 - LVR admin
 - LVR edu
 - LVR projects

3.4.3 Administration and Education Funds



Moving forward, districts would track all DGR and LVR finances ***combined except for projects:***

Dirt and Gravel Roads:

- Income:
 - DGR advance
 - DGR replenishment
 - DGR interest
- Expenses
 - DGR admin
 - DGR edu
 - DGR projects

Low Volume Roads:

- Income:
 - LVR advance
 - LVR replenishment
 - LVR interest
- Expenses:
 - LVR admin
 - LVR edu
 - LVR projects

Dirt, Gravel, and Low Volume Roads:

- Income:
 - DGLVR advance
 - DGLVR replenishment
 - DGLVR interest
- Expenses:
 - DGLVR admin
 - DGLVR edu
 - **DGR projects**
 - **LVR projects**

3.4.3 Administration and Education Funds



Moving forward, districts would track all DGR and LVR finances **combined except for projects:**

Dirt and Gravel Roads:

- Income:
 - DGR advance
 - DGR replenishment
 - DGR interest
- Expenses
 - DGR admin
 - DGR edu
 - DGR projects

Low Volume Roads:

- Income:
 - LVR advance
 - LVR replenishment
 - LVR interest
- Expenses:
 - LVR admin
 - LVR edu
 - LVR projects

Dirt, Gravel, and Low Volume Roads:

- Income:
 - DGLVR advance
 - DGLVR replenishment
 - DGLVR interest
- Expenses:
 - DGLVR admin
 - DGLVR edu
 - **DGR projects**
 - **LVR projects**

DGR admin	+	LVR admin	=	DGLVR admin
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3.7.2.5 Creating new roads



	A	B	C	D	E	F
1			PA Dirt, Gravel, and Low Volume Road Program			
2			CD Comments on Proposed Manual and Policy Changes Nov/Dec 2025			
3			Manual COMMENTS			
4						
5			DGLVR ADMINISTRATIVE MANUAL (comment on other documents in lower section)			
6	County	/ Comm	Manual Section	Line #	Comment	RESPONSE
18	Webinar comment	C	3.7.2.6	1660	Clarify the second sentence that says: "new roads, such as new roads to a development..." is specifically referring to creating new roads with DGLVR funds.	reworded the sentence to "Creating new roads (without road relocation), such as new roads for a new development, or new roads to access a park, etc. are not eligible for funding under this program.

3.7.2.5 Creating new roads



3.7.2.4 Road relocations

There may be significant environmental benefits to relocating a road. Some examples are as follows:

- Shift a road in one direction or another to get the road on more stable soil (slide repair).
- Shift a road away from a stream bank to allow room for bank stabilization or other practices.
- Relocate a road to a location that would eliminate a stream crossing.
- Relocate a road to avoid an excessively steep slope.

When a new section of road is created for the relocation, the existing section of road must be taken out of use and reclaimed using ESM practices. If the existing section of road cannot be retired (i.e. – road must remain available for field access, hunting camp access, etc.), the new section of road may not be paid for with program funds, unless otherwise approved by the SCC.

3.7.2.5 Creating new roads

As mentioned in 3.7.2.5, new sections of road may be created for the purpose of relocating the road to a more stable location. Creating Nnew roads (without road relocation), such as new roads to afor a new development, or new roads to access a park, etc. are not eligible for funding under this program.

Funding engineered projects in phases



	A	B	C	D	E	F
1	PA Dirt, Gravel, and Low Volume Road Program					
2	CD Comments on Proposed Manual and Policy Changes Nov/Dec 2025					
3	Manual COMMENTS					
4						
5	DGLVR ADMINISTRATIVE MANUAL (comment on other documents in lower section)					
6	County	/ Comm	Manual Section	Line #	Comment	<u>RESPONSE</u>
22	County 1	C	3.7.4.7		Can we pay for only engineering for a quality project proposal? Put another way, could a District pay for a planning phase of a project and then have that design submitted as an application for phase II	Design/engineering expenses are not eligible if the project is not completed. Districts should consult the SCC for assistance with alternative contracting ideas.

Funding engineered projects in phases



- **Goal: complete road improvements.**
 - The concern with providing a DGLVR contract only for engineering/designing a project is that the project may not be completed.
- **Phasing projects:**
 - **There are various options to provide partial or phased DGLVR funding to a project while committing to completing the full project**
 - Start by having the applicant submit an application for the full project scope of work, including design and engineering.

Funding engineered projects in phases



Options for funding large projects:

- **Contract Amendments:**
 - Offer DGLVR funds to partially pay for the project.
 - Ensure the QAB & CD Board are committed to dedicating additional funding when it becomes available.
 - Amend the DGLVR contract to add funds when they become available.
- **Alternate funds:** If the grant applicant has alternate funds available to complete the project, ensure that is listed as in-kind on the grant application.

Funding engineered projects in phases



- Remember, If project isn't constructed, there are no eligible expenses, including engineering.
- Ensure the grant recipient knows this up front and they are committed to seeing the project through to completion.



The SCC and Center are available to work with you through these situations.

3.8.7 Project Oversight



A	B	C	D	E	F
County 1	C	3.8.7	Project oversight helps technicians learn about the program, their projects, and their county specific contractors. Some level of on-site project oversight should be called out in this section as a required piece of program administration.		The SCC/Center/Workgroup agree that project oversight is an important part of program administration. The admin manual requires site inspections to ensure the projects are completed in accordance with program standards. The manual, as written, allows for maximum flexibility on how to achieve this.

3.8.7 Project Oversight

It is the responsibility of the district to ensure that the work being performed on the project is in accordance with the contract and attachments as well as Program policy and standards. Districts can request assistance from SCC or CDGRS staff on project oversight and implementation. Program Quality Assurance / Quality Control visits have repeatedly shown that districts who spend more time on-site during project implementation end up with more successful projects.

When it comes to project oversight, remember, "You get what you inspect, not what you expect."

3.8.11 Cancelling a contract



	A	B	C	D	E	F
1			PA Dirt, Gravel, and Low Volume Road Program			
2			CD Comments on Proposed Manual and Policy Changes Nov/Dec 2025			
3			Manual COMMENTS			
4						
5			DGLVR ADMINISTRATIVE MANUAL (comment on other documents in lower section)			
6	County	/ Comm	Manual Section	Line #	Comment	RESPONSE
27	County 7	C	3.8.11	2095-2104	are there certain criteria that the CDs should and/or must use to justify cancelling a contract	There are many potential scenarios in which a contract may be cancelled. Added: " For guidance on when to cancel a contract, contact the SCC."

3.8.11 Cancelling a contract



- Often when a DGLVR contract is cancelled, it's initiated by the grant recipient before construction starts.
- Can be for various reasons, such as:
 - New staff who do not know how and/or want to do the project
 - Insufficient in-kind funds
 - Storm damage on different roads or other unexpected costs redirect the applicant's resources
 - Significant changes needed to scope of work or cost estimate

3.8.11 Cancelling a contract



If the district and applicant don't want to cancel the project but don't know how to proceed, the SCC and Center can assist you and the grant recipient with identifying and overcoming obstacles to complete the project.

- Options may include:
 - Reducing the scope of the project to what the applicant feels they can accomplish
 - Adjusting the scope of work and/or cost estimate
 - Amending the contract for additional funds
 - Assisting the applicant with finding outside funding to combine with the DGLVR funds
 - Extending the contract end date
 - Supporting the applicant with tasks such as permitting, prevailing wage, construction oversight, etc.

3.8.11 Cancelling a contract



Contract Attachment B: General Provisions

- Provides guidance on contract termination

20 (4) Termination – The District may terminate the Agreement in whole, or in part, at any
21 time before the date of completion if any of the following occurs:

22

23 (a) It is determined that the terms and conditions of the Agreement have not been
24 met. Prompt notification in writing of the termination, with effective date, will be
25 made by the District. Payments or recoveries by the District shall be in
26 accordance with the legal rights and obligations of the parties.

27

28 (b) Anticipated State and/or Federal funds are not obtained or continued at a
29 sufficient level.

30

31 (c) The District, without cause, provides written notification to the ~~Contractor~~Grant
32 Recipient with an effective termination date. Payments and recoveries by the
33 District shall be in accordance with the legal rights and obligations of the parties.

34

35 ~~(e)~~(d) If the DGLVR project is not completed, consulting, engineering, and
36 permitting costs are not an eligible DGLVR expense.

37

7.2.1.2 Exceptions to using DSA



	A	B	C	D	E	F
36	Webinar comment	C	7	3386	"sealing/paving must be listed as an in-kind contribution on the grant application and completion report and must be completed before final grant payment." double check and make sure this is accurate since sealing unpaved roads will now be eligible in certain circumstances.	updated to say: "In some cases, the road owner may be planning to pave or seal an unpaved road with non-Program funds as part of a DGLVR project. An alternate aggregate can be paid for with DGLVR funds to prepare the base for sealing or paving in this circumstance."

7.2.1.2 Exceptions to using DSA

The only exception to using DSA as a final unbound driving surface is on road fill projects. Road fill projects are defined as projects where the fill elevates the profile of entrenched roads (from bank to bank) to restore sheet flow and/or allow for installation of drainage features. Road fill projects must be capped with DSA, 2A, or an alternative aggregate at a minimum compacted depth of 4 inches. Shale or bank-run gravel may not be used as the final driving surface. This exception is not meant to replace DSA with fill. Asphalt or chip seal may also be used if the site meets the requirements in section (XXX).

In some cases, the road owner may be planning to pave or seal an unpaved road with non-Program funds as part of a DGLVR project. If the road owner will seal or pave the road as part of the DGLVR project, an alternate aggregate can be paid for with DGLVR funds used to prepare the base for sealing or paving in this circumstance. Sealing/paving must be listed as an in-kind contribution on the grant application and completion report and must be completed before final grant payment. It is essential that conservation districts and grant applicants discuss this option early during project planning prior to contracting.



- Brief overview of comments
- Discuss 7 of the comments received and answer questions attendees have about comments
- **2026 trainings**

2026 Trainings



Many 2026 trainings are scheduled, and registration is available online!

The screenshot shows the website for the Center for Dirt and Gravel Road Studies (CDGRS) at Penn State. The URL in the browser is https://dirtandgravel.psu.edu. The navigation bar includes links for HOME, PA PROGRAM RESOURCES, GENERAL RESOURCES, EDUCATION/TRAINING, NEWS & EVENTS, BOF, and CENTER. The 'EDUCATION/TRAINING' dropdown menu is open, listing various training options. 'Course Registration' is highlighted with a red box. Other items in the menu include Remote Learning Center, New CD Hire Guide, Course Attendance Tracker, ESM Course, Program Administration Training, Annual Maintenance Workshop, Municipality Day, Webinars, Assessment Training, Technician Boot Camp, Stream Crossings, and Project Work. The main content area features a banner for 'ESM, Administrative, Financial, and Stream Crossing Registration' with a 'REGISTER HERE' button. A secondary banner mentions that certain courses are now available for registration.

1/29/2026

2026 Trainings



Many 2026 trainings are scheduled, and registration is available online!

https://dirtandgravel.psu.edu/course-registration/#ADMIN

PennState
Center for Dirt and Gravel Road Studies

CDGRS

HOME PA PROGRAM RESOURCES GENERAL RESOURCES EDUCATION/TRAINING NEWS & EVENTS BOF CENTER

Course Registration

Home » Course Registration

Welcome to the CDGRS Course Registration Portal.

Upcoming Courses

All course types [ADMIN \(3\)](#) [BOF \(1\)](#) [ESM \(13\)](#) [ESMLVR \(1\)](#) [FINANCIAL \(2\)](#) [STREAMBOF \(1\)](#) [STREAMCD \(2\)](#) [STREAMENG \(2\)](#) [STREAMRECERT \(2\)](#)
[TECHBOOTCAMP \(1\)](#)

ADMIN: Administrative Training

- Thursday, Jun 4, 2026 09:00 AM to Thursday, Jun 4, 2026 03:00 PM
(Columbia County)
- Location: Columbia County Conservation District, 702 Sawmill Road, Suite 204, Bloomsburg PA, 17815
Instructor: Sherri Law and Andrew Mickey
- 1-day course. Using the administrative manual as a guide, this class will outline the role of Conservation Districts in the Dirt, Gravel, and Low Volume Road Maintenance Program.
- Additional Details:
 - Time: 9am to 3pm
 - This training will focus on details needed to run the Program at the CD: handling funds, administering projects, record

Register for this course

1/29/2026



Many 2026 trainings are scheduled, and registration is available online!

ESM Training

March 25 & 26 (Bucks County)
April 8 & 9 (Wayne County)
April 29 & 30 (Crawford County)
May 29 & 30 (Westmoreland County)
June 10 & 11 (Potter County)
June 24 & 25 (Dauphin County)
July 8 & 9 (Clarion County)
July 22 & 23 (Blair County)
August 4 & 5 (Clearfield County)
August 19 & 20 (York County)
September 2 & 3 (Lawrence County)
October 21 & 22 (Susquehanna County)
November 17 & 18 (Centre County)

Basic Admin Training

June 4 (Columbia County)
June 9 (Armstrong County)
June 30 (Centre County)

Financial Training

April 28 (Centre County)
November 19 (Centre County)



CD Stream Crossing – Full Certification Training

- The four-day Stream Crossing training consists of pre-requisite webinar recording followed by three consecutive in-person days.
- May 19-21 (Centre County)
- July 28-30 (Centre County)

CD Stream Crossing - *Recertification*

- This training is *for Conservation District staff who have already taken the full stream crossing training* and need recertification by December 31st, 2026.
- June 2-3 (Union County)
- August 11-12 (Elk County)





Many 2026 trainings are scheduled, and registration is available online!

Engineer Stream Crossing Training

- 1.5-day training (half-day remote, full day in-person)
- Intended for engineers and designers who will be designing projects to meet the DGLVR Stream Crossing Design and Implementation Standard.
- Jun 15-16 (Union County)
- Aug 26-27 (Elk County)





DGLVR Technician Boot Camp

- Being scheduled in State College area
- Multi day training geared towards new DGLVR technicians at conservation districts
- Construction basics, project design, in-depth advice for installing ESM practices, and more!
- [Technician Boot Camp - Center for Dirt and Gravel Road Studies](#)





Annual Maintenance Workshop

- **Save the Date! Sept 29-Oct 1 in Williamsport**
- Break out classes, field tour, vendor reception, banquet
- ESM certified individual may attend annual workshop at least once every 5 yrs. in lieu of ESM training, provided their certification is not expired.
- Highly recommended that all conservation district staff involved in DGLVR Program attend.
- [Annual Maintenance Workshop - Center for Dirt and Gravel Road Studies](#)

