

DGLVR Webinar

CDGRS Quarterly Report Demo w/ Huntingdon CCD

10/5/2018

Starts at 9 AMish



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



PennState

zoom

Q&A

You asked: 02:25 PM

Can you think of an example question?

Steven Michael Bloser answered: 02:25 PM

No, I can't!

Please input your question...

Send Anonymously

Send

Note you can ask a question anonymously

Q&A

Audio Settings ^



Chat



Raise Hand



Q&A

Leave Meeting

For audio via phone: 866-823-7699
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Goal

- **Complete Quarterly Report**
 - Program Tabs
 - Activity Tab
- **Submit Report**
 - View email to Roy
- **Accept Report**
 - View email from Roy

Sample Financial Sheet

Low Volume Road Program Administrative Expense Tracking Form

Invoice Date: 10/4/2018

Dates of service	Nature of Expense	Rate	Amount
7/1/18 - 9/30/18	District Manager - 2 hours/week	\$ 28.96	\$ 57.92
7/1/18 - 9/30/18	Administrative Assistant - 2 hours/week	\$ 18.78	\$ 37.56
7/1/18 - 9/30/18	D&G Technician hours	195 \$ 19.60	\$ 3,822.00
7/1/18 - 9/30/18	Technician travel	489 \$ 0.545	\$ 266.51
7/1/18 - 9/30/18	Other program expenses		
TOTAL			\$ 4,183.98

Admin. \$ 2,139.73
Education \$ 2,044.25

Karie, You can transfer this total from the D&G road INVEST account to our General account for administrative expenses for 7/1/18 - 9/30/18 (Low Volume Account)

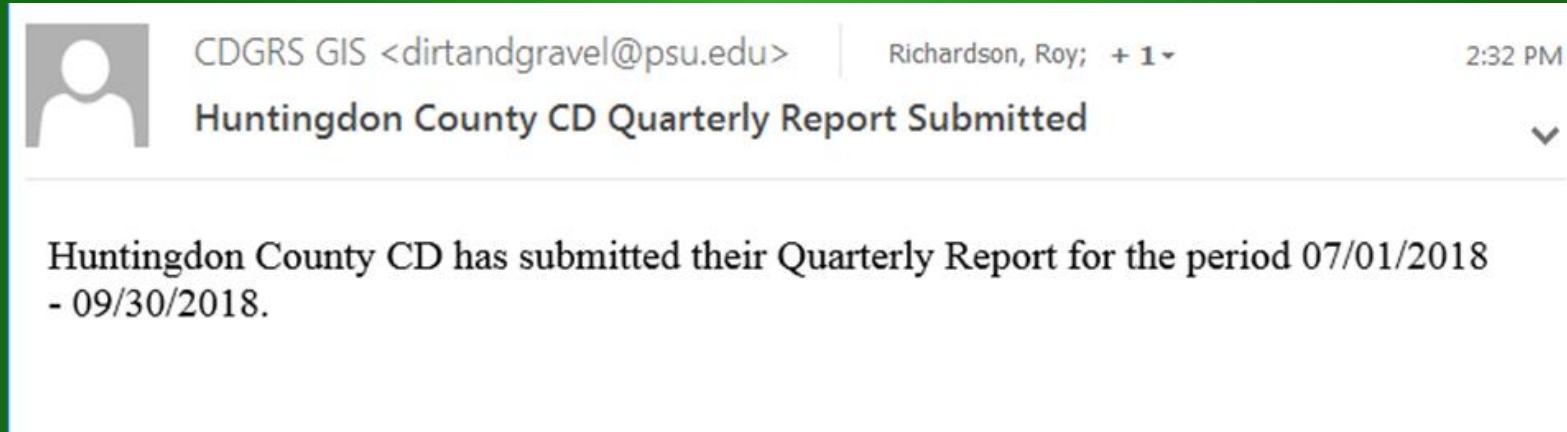
\$ 4,183.98

Interest earned this quarter:

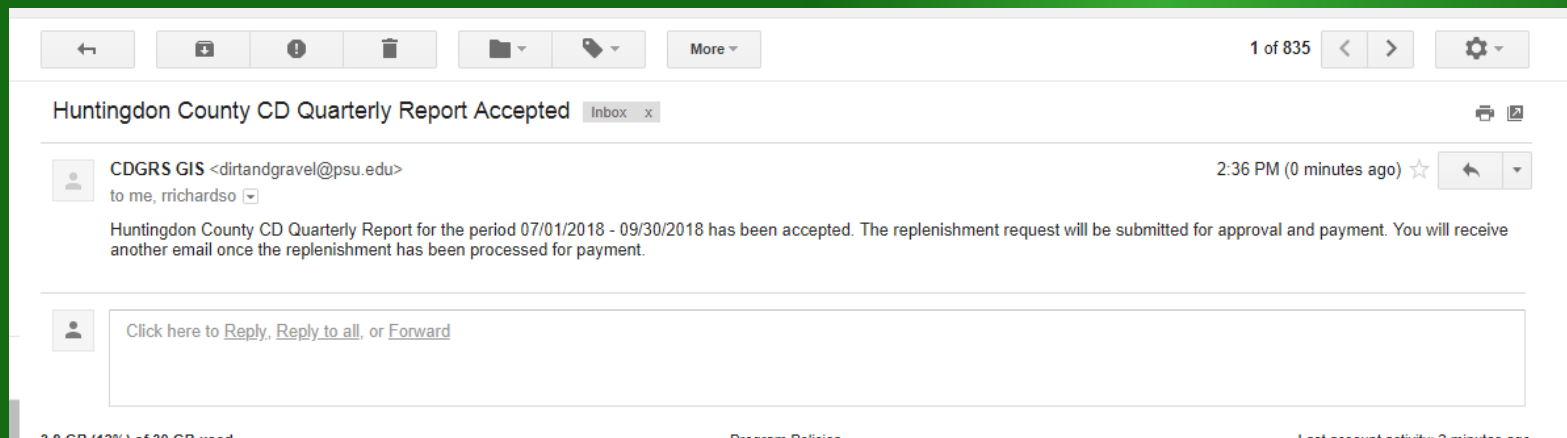
month: July \$ 388.33
month: August \$ 413.27
month: September \$ 419.91
Total: \$ 1221.51

Email Tracking

- **On Submit**



- **On Accept**



Replenishment Request

PA State Conservation Commission

Revised 5/2018

Dirt, Gravel, & Low-Volume Roads Maintenance Form

Application for Replenishment of Advance Working Capital for the


Dirt & Gravel Road Maintenance Program

Vendor Name:	HUNTINGDON COUNTY CONSERVATION DISTRICT	SAP Vendor ID:	145594
Vendor Invoice Number:	09-30-2018-DG-CUR-61	Vendor Invoice Date:	10/04/2018
Address:	10605 Raystown Rd Ste A , Huntingdon, Pa, 16652-7542		
Agreement #	455555555	Time Period:	07/01/2018 - 09/30/2018
<input type="checkbox"/> Use ACH Bank Transfer: Account Number: _____ Bank Key Number: _____			

Administrative expenses claimed this period.....	\$	0.00
Education & training expenses claimed this period.....	\$	0.00
Project expenses claimed this period.....	\$	22,500.00
TOTAL expenses claimed this period.....	\$	22,500.00
Current account balance.....	\$	147,560.00
Replenishment requested (the lesser of total expenses claimed, or current account balance).....	\$	22,500.00

I attest that:

All expenditures reflected herein were made in accordance with the 'Dirt & Gravel Road Statement of Policy', 'General Contract Conditions', and the criteria approved by this Conservation District's Quality Assurance Board. Advances and expenditures were made only for those expenses deemed "eligible" by Section 7 of the Statement of Policy and contractually agreed to in Section 7 of the Statement of Policy. A separate accounting of funds received under this program has been made and will be retained for three years. All required supporting expense documents will also be available for audit.

Sworn: Celina Seftas  10/04/2018
 District Manager Signature Date

FOR STATE CONSERVATION COMMISSION USE ONLY

Commission verifies that the District's expenditures for projects, training and administration adhere to limits of Section 9106 of Act 3, 1997, the Dirt & Gravel Road Maintenance Program Statement of Policy and the Five Year Program Agreement.

Approved: _____ Date _____
 State Conservation Commission

Account Code: 6600400-305400000-30035 ___ 6811001000

Document Number: _____

Amount:

22,500.00

Questions

- **Ken Corradini (CDGRS)**
 - Email: kjc139@psu.edu
 - Phone: (814) 865-6966
- **Celina Seftas (Huntingdon CCD)**
 - District Manager
 - Phone: (814) 627-1626 ext. 3024
 - Email: manager@huntingdonconservation.org