



Lake Champlain Basin Program project metrics guidance

Revised December 2021

Effective after the release of 2022 Opportunities for Action, all LCBP projects and grants will be required to provide standardized reporting metrics within the project workplan and final report. Reporting metrics will be based on project type. Additional clarification will be provided once the new reporting metrics are in place.

This document provides draft metrics that LCBP intends to collect information on. These metrics are subject to revision and additional metrics will be added.

- **Engagement metrics (if applicable).** Number of people and audience type engaged in the products of this grant. E.g., Thirty 4th and 5th grade students in the Ausable watershed; seventy-five homeowners in the headwaters of the Winooski watershed.
- **Employment metrics (if applicable).** Estimate of the percentage (to nearest tenth) of new full-time employee positions that will be created, and the percentage of existing full-time employee positions that will be supported, and associated timeframe. E.g., 1.5 full-time equivalent created and 0.5 full-time equivalent existing personnel supported during calendar year 2022.
- **Other metrics include:**

Deliverable	Amount
Total number of volunteers engaged in project	
Total number of volunteer hours	
Value of volunteer hours (Hourly rates: NY: \$33.17; VT: \$26.85; QC: \$30.01)	
Number of grant-funded events	
Number of people attending grant-funded events	
Education: Number of students involved	
Education: Number of teachers/specialists involved	
Education: Number of classes/field trips/etc.	
Hours of staff time funded by the grant (e.g., if staff worked two 8-hour days a week for five weeks = 80 hours)	