

Effective after the release of the *the 2022 Opportunities for Action Lake Champlain Watershed Management Plan (OFA)*, all LCBP-funded grants must provide standardized reporting metrics within the project workplan and final report.

[2022 Opportunities for Action Lake Champlain Watershed Management Plan](#)

Reporting metrics will be considered preliminary at the application and workplan stages and final at the final report stage of your grant. Reporting metrics will be based on the applicable OFA strategy(ies), grant category, and project type.

Personnel time used for reporting metrics is an eligible grant expense. Please contact LCBP with any questions about relevant OFA strategies and required metrics reporting.

These metrics are subject to revision. The most up-to-date version of this guidance can be found on the [LCBP Grantee Toolkit webpage](#).

- Project Title
- Name of Organization:
- Point of Contact Name:
- Funding Agreement Number:
- Project Code:
- Amount Awarded:
- Non-Federal Match Amount:
- Date:

LCBP Project Metrics

GENERAL PROJECT METRICS:

Metric	Guidance	Value	Comments/Additional Guidance
Category of Organization	Choose one of the following: state, tribal, municipal, academic, other NGOs, not listed		
Non-match eligible funds utilized (e.g. if leveraging other US Federal funds) (\$)	List amount of other eligible funds, rounding to nearest USD (\$)		
Hours of staff time funded by the grant	List hours to nearest hour		
New full-time employee positions that were created as a result of this funding	List number of positions		
Volunteers engaged in project	List number of volunteers		
Volunteer hours contributed to project	List number of hours		
Value of NY volunteer hours	NY 2025 Hourly rate: \$38.48		
Value of VT volunteer hours	VT 2025 Hourly rate: \$34.39		
Value of QC volunteer hours	QC 2025 Hourly rate: \$36.44		
Units of equipment purchased	List number of units (Single unit value is equal to or greater than \$10,000)		

CLEAN WATER:

RESEARCH

Undergraduate students supported	List number of students		
Graduate students supported	List number of students		
Post-doctoral students or research fellows supported	List number of students		
Anticipated peer reviewed manuscripts published	List number of manuscripts		
Participants in volunteer monitoring programs	List number of participants		

PLANNING and DESIGN

Assessments

Area assessed/covered by plan	List how many acres were assessed to nearest tenth		
Linear miles assessed/covered by plan	List how many miles were assessed to nearest tenth		

Project identification/recommendation

Number of discrete Type A (no phosphorus-reduction calculation can be made, i.e. rain barrel, gutters, rain chain) stormwater best management practices identified and/or recommended	List number of projects identified		
Number of discrete Type B (phosphorus-reduction calculation can be made using VTDEC CWIP / NYSDEC protocols, i.e. gravel wetland, rain garden, infiltration trench, tree planting) stormwater best management practices identified and/or recommended	List number of projects identified		

Project design

Preliminary (30%) stormwater infrastructure designs funded	List number of designs		
Final (90/100%) stormwater infrastructure designs funded	List number of designs		

IMPLEMENTATION

Phosphorus reduction

Phosphorus reduced	List data required to calculate amount of phosphorus reduced (kg) using VTDEC CWIP / NYSDEC project-type definitions and reporting requirements		Seek guidance from your LCBP Project Officer
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Agriculture

Land treated or improved with soil best management practices	List area in acres to nearest tenth		
Barnyard/production area management practices installed	List number of projects		

Road & Driveway

Best management practices installed to correct driveway and road-related erosion problems	List number of projects		
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Stormwater

Impervious surface treated	List area in square feet		
Impervious surface removed	List area in square feet		

Number of stormwater runoff reducing infrastructure practices installed

List number of projects

HEALTHY ECOSYSTEMS:

AQUATIC INVASIVE SPECIES PREVENTION

Lake area managed for aquatic invasive species	List number of square miles managed to nearest tenth		
Boat wash decontamination stations operating within the Lake Champlain watershed	List number of stations		
Aquatic invasive species interceptions	List number of interceptions		
Boater interactions	List number of interactions		
Boaters taking spread prevention measures	List percentage of boaters to nearest percent		
Boat launch steward/greeter programs supported within the Lake Champlain watershed	List number of programs		
Boat launch stewards/greeters supported within the Lake Champlain watershed	List number of individuals		
Trained individuals participating in early detection monitoring	List number of individuals		

RESEARCH

Undergraduate students supported	List number of students		
Graduate students supported	List number of students		
Post-doctoral students or research fellows supported	List number of students		
Anticipated peer reviewed manuscripts published	List number of manuscripts		
Participants in volunteer monitoring programs	List number of programs		

PLANNING and DESIGN

Assessment

Area assessed/covered by plan	List number of acres to nearest tenth		
Linear miles assessed/covered by plan	List number of miles to nearest tenth		
Assessments generated for Species of Greatest Conservation Need	List number of assessments		
Stream crossing/culvert assessments completed	List number of assessments		
Dam removal assessments completed	List number of assessments		Assessments of potential dam removal restoration sites to identify locations with impacts to longitudinal stream equilibrium, habitat degradation, and/or risk of dam failure leading to water quality impacts. Assessments identify sites where dam restoration projects will be most beneficial in order to restore the stream/river to least erosive form over time (i.e., equilibrium condition) and improve habitat. Work includes project development and prioritization to target cost effective actions.

Dam removal feasibility studies completed	List number of feasibility studies		Assesses the technical, economic, and/or environmental viability of removing a specific dam, balancing benefits like restored fish passage and habitat with challenges like sediment management, infrastructure impacts, public safety, and costs. Usually includes alternatives analysis that determines if removal or other alternatives (like retrofitting) are best for river health, safety, and community goals.
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Project identification/recommendation

Projects identified	List number of projects		
Culvert replacement/retrofit/removal projects identified	List number of projects		
Dam removal projects identified	List number of projects		

Project design

Preliminary (30%) culvert designs funded	List number of preliminary designs		
Intermediate (~60%) culvert designs funded	List number of intermediate designs		
Final (90/100%) culvert designs funded	List number of final designs		
Preliminary (30%) dam removal designs funded	List number of preliminary designs		Preliminary determination of feasibility and design of a dam removal project to restore hydrologic connectivity of surface waters. Work includes determining landowner interest, site/design considerations, permitting needs, and overall suitability for implementing project. May involve feasibility or alternatives analysis.
Intermediate (~60%) dam removal designs funded	List number of intermediate designs		
Final (90/100%) dam removal designs funded	List number of final designs		Final design of dam removal project to restore hydrologic connectivity of surface waters. Work includes obtaining any permits required.

IMPLEMENTATION

Aquatic Organism Passage

Culvert removal/replacement (or retrofit) projects implemented	List number of culverts removed and number of new culverts/bridges (or retrofits) installed		
Dams removed	List number of dams removed		Implementation of dam removal project to restore hydrologic connectivity of surface waters. Permits, operations and maintenance plans, and stewardship agreement(s) are in place prior to construction.
Upstream miles opened or enhanced for AOP	List number of upstream miles to nearest tenth (mileage upstream from project site to the next known barrier, including any perennial tributaries)		
Stream/river miles reconnected and/or restored for stream equilibrium / AOP	List number of miles to nearest tenth. Include upstream and downstream.		

Conservation

Protected habitat established in conservation easements or other land conservation tools	List number of square miles to nearest tenth		
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Floodplain/streambank, lake shoreland, wetlands			
Trees planted	List number of trees		
Area stewarded or enhanced	List area in acres to nearest tenth		
Area of floodplain reconnected/restored	List area in acres to nearest tenth		Implementation of floodplain restoration projects to restore the stream/river to least erosive condition (i.e., equilibrium condition) and improve habitat. Restoration work includes channel/floodplain modification to improve equilibrium dimensions/ connections OR removal/ retrofit of river corridor/ floodplain encroachments or instream structures. Permits and operation and maintenance plan agreement(s) are in place prior to implementation.
Length of stream/river stewarded or enhanced	List number of miles to nearest tenth		
Stream/river miles reconnected and/or restored for stream equilibrium / AOP	List number of miles to nearest tenth		Implementation of stream/river restoration projects to restore the stream/river to least erosive condition (i.e., equilibrium condition) and improve habitat. Restoration work includes channel/floodplain modification to improve equilibrium dimensions/ connections OR removal/ retrofit of river corridor/ floodplain encroachments or instream structures. Permits and operation and maintenance plan agreement(s) are in place prior to implementation.
Projects supported	List number of projects		
Length of lake shoreland habitat stewarded or enhanced	List linear feet to nearest tenth		
Length of lake shoreland habitat revegetated	List area in acres to nearest tenth		Conversion of developed pervious (e.g., lawns) land uses to native vegetation by the implementation of "no mow" zones or native shrub plantings. Over time, natural succession will allow the area to return to vegetative cover consisting of a mix of trees, shrubs, saplings, and groundcover.
Length of lake shoreland habitat restored	List linear feet to nearest tenth		Implementation of shoreline stabilization practices using a combination of biodegradable materials and vegetative plantings to naturally stabilize slopes. Permits and operation and maintenance plan agreement(s) are in place prior to implementation.
Forestry			
Forested land treated with best management practices	List area in acres to nearest tenth		
Forest projects completed	List number of projects		

INFORMED AND INVOLVED PUBLIC:

EDUCATION and OUTREACH

Audience types engaged	List the various audiences (Ex. students, teachers, landowners, conservation commission members, municipal leaders, farmers, etc.)		
Programs for K-12 Audiences			
Watershed science, recreation, and/or cultural heritage programs/curricula developed	List number of curricula developed		
Watershed science programs/curricula delivered to K-12 schools	List number of programs		
Recreation programs/curricula delivered to K-12 schools	List number of programs		

Cultural heritage programs/curricula delivered to K-12 schools	List number of programs		
Students receiving watershed science, recreation, and/or cultural heritage focused instruction	List number of students		
Class visits/field trips supported with funding	List number of excursions		
Youth 'outside of classroom' programs implemented	List number of programs		
Youths engaged in 'outside of classroom' learning	List number of youths		
Community projects implemented	List number of projects		
Professional Development Trainings			
Teaching certificate hours awarded	List number of hours		
Teachers/specialists involved	List number of teachers		
Outreach/Community Engagement Events			
Grant-funded events held	List number of events		
People who attended grant-funded events	List number of people		
Interpretation			
New interpretive displays and materials developed	List number of displays		
Multilingual materials developed	List number of materials		
Technical Assistance			
Resources created	List number of resources (guidance manuals, reports, factsheets, etc)		
Volunteer non-regulatory property assessments conducted	List number of assessments		
Landowners reached	List number of landowners		
Farmer-to-farmer education or technical programs supported	List number of programs		
Farms supported	List number of farms		
Participants in lake leadership programming	List number of participants		
Technical training opportunities made available to municipalities, indigenous communities, and NGOs	List number of opportunities		
Digital and print tools and resources			
Social media, blog, e-news, or news article posts	List number of posts		
Webpages and/or websites developed	List number of developments		
Press release	List number of press releases		
Outreach material(s) developed	List number of materials		

THRIVING COMMUNITIES:

CHAMPLAIN VALLEY NATIONAL HERITAGE PARTNERSHIP

Internships supported	List number of internships		
Conservation of historical, archeological, natural, and/or cultural resources	List resources conserved		
Support CVNHP annual interpretive theme	List themes supported		
Support sustainable recreation opportunities	List number of opportunitites		
Address energy efficiency in museums and/or interpretive centers	List museums addressed		

CHAMPLAIN ADIRONDACK BIOSPHERE NETWORK

Address United Nations sustainable development goals	List goals addressed		
Conservation of historical, archeological, natural, and/or cultural resources	List resources conserved		
Support sustainable recreation opportunities	List opportunitites supported		
Support sustainable tourism in the Champlain-Adirondack Biosphere Region	List tourism aspects addressed		

ORGANIZATIONAL SUPPORT

Supplies purchased	List number of supplies (a single unit/item that costs <\$9,999 each)		
Support professional development opportunities	List number of opportunitites		
Office systems supported	List number of systems		
Strategic plans supported	List number of plans		
Websites developed/upgraded	List number of websites		
Policies developed	List number of policies		
Communities reached	List number of communities		
Partnership building activities/events supported	List number of activities/events		
Consultants/external professionals supported	List number of consultants		

OTHER

Are there additional metrics your project will provide that are not listed above? Please contact your LCBP grant project officer to discuss.			
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