



## Frequently Asked Questions About ARC Performance Measures

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**Q** Will I be penalized if my project is unable to meet the performance measure projections listed in my application?

**A** No. The purpose of including measures in an application is to understand the project scope and potential for impact. Grantees report on progress with the measures throughout the life of the grant, at grant close, and up to three years after grant closeout to help ARC understand the impact of our grants. Unmet projections do not result in any penalty; your ARC project coordinator will work with you to understand why the projected measures were not realized.

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**Q** If Leveraged Private Investment (LPI) is a measure that I plan to include and support with the required documentation, can I use it toward my required match amount?

**A** No. LPI is generated during and after the project and shouldn't be confused with private funding to pay for a project.

There is one exception. The POWER grant program requires a 3:1 capital raise for access to capital projects, meaning that for every ARC dollar, the grantee will show \$3 in private investment. The POWER capital raise counts toward the grantee's match.

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**Q** If I meet my projections within the grant period, must I continue to track measures?

**A** Yes, you should continue to track measures within the grant period and for up to three years after your grant closes. It is important to show that your project exceeded expectations. Also, we may ask how you met those measures in a condensed timeframe.

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**Q** If a measure is not listed in the guide for my project type, does that mean that I can't use it?

**A** You can use ARC measures that are not listed under your project type if they are relevant to your project. The guides describe the measures most commonly associated with a particular project type, but they are not meant to limit which measures you use for your project.

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**Q** What if I track other measures not listed in the examples provided by ARC?

**A** Grantees are encouraged to list these in narrative reporting, but this is not a requirement. You must still include at least one output and one outcome as defined by ARC for implementation projects, and you must include, at a minimum, *plans/reports* for planning projects.

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**Q** Will I be asked to produce any documentation when submitting progress reports on performance measures?

**A** ARC project coordinators generally do not need to see your documentation during the life of the grant; however, you will need to provide some documentation as part of your final report. Your project coordinator can help you determine what documentation to provide. In addition, you will have to produce documentation for auditors or evaluators if asked. Student data and Personal Identifiable Information (PII) should be kept secure and not submitted to ARC.

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**Q** For my construction project, should I count architecture or engineering designs under the plans/reports measure?

**A** No. Preliminary Engineering Reports (PERs) and architecture plans should not be counted as performance measures in construction projects. The *plans/reports* measure is primarily used for non-construction projects, including feasibility studies, tourism studies and downtown master plans.

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**Q** What is the difference between students, workers/trainees, and participants?

**A** Students are working towards completion of a diploma or degree. Workers/trainees are developing job skills and may be enrolled in a program to obtain a certification or credential, such as a commercial driver's license or technician certification. Participants should be used when patient, student, or worker/trainee measures do not apply.