**[Project Title]**

**[Date]**

**[Proponent]**

**[Proponent Logo (optional)]**

# Table of Contents

[Table of Contents 2](#_Toc122518448)

[A. PROJECT OVERVIEW 1](#_Toc122518449)

[A1. PROJECT TITLE 2](#_Toc122518450)

[A2. PROJECT TYPE 2](#_Toc122518451)

[A3. PROOF OF PROJECT ELIGIBILITY 2](#_Toc122518452)

[A3. LOCATION 2](#_Toc122518453)

[A4. BRIEF SUMMARY OF PROJECT 2](#_Toc122518454)

[A5. PROJECT ACTION 2](#_Toc122518455)

[A6. *EX ANTE* OFFSET PROJECTION 2](#_Toc122518456)

[A7. PARTIES 2](#_Toc122518457)

[B. METHODOLOGY 3](#_Toc122518458)

[B1. APPROVED METHODOLOGY 4](#_Toc122518459)

[B2. METHODOLOGY JUSTIFICATION 4](#_Toc122518460)

[B3. PROJECT BOUNDARIES 4](#_Toc122518461)

[B4. IDENTIFICATION OF GHG SOURCES AND SINKS 4](#_Toc122518462)

[B5. BASELINE 4](#_Toc122518463)

[B6. PROJECT SCENARIO 4](#_Toc122518464)

[B7. REDUCTIONS AND ENHANCED REMOVALS 4](#_Toc122518465)

[B8. PERMANENCE 4](#_Toc122518466)

[C. ADDITIONALITY 5](#_Toc122518467)

[C1. REGULATORY SURPLUS TEST 6](#_Toc122518468)

[C2. COMMON PRACTICE TEST 6](#_Toc122518469)

[C3. IMPLEMENTATION BARRIERS TEST 6](#_Toc122518470)

[C4. PERFORMANCE STANDARD TEST 6](#_Toc122518471)

[D. MONITORING PLAN 7](#_Toc122518472)

[D1. MONITORED DATA AND PARAMETERS 8](#_Toc122518473)

[E. QUANTIFICATION 9](#_Toc122518474)

[E1. BASELINE 10](#_Toc122518475)

[E2. PROJECT SCENARIO 10](#_Toc122518476)

[E3. LEAKAGE 10](#_Toc122518477)

[E4. UNCERTAINTY 10](#_Toc122518478)

[E5. REDUCTIONS AND REMOVAL ENHANCEMENTS 10](#_Toc122518479)

[E6. EX-ANTE ESTIMATION METHODS 10](#_Toc122518480)

[F. COMMUNITY & ENVIRONMENTAL IMPACTS 11](#_Toc122518481)

[F1. NET POSITIVE IMPACTS 12](#_Toc122518482)

[F2. STAKEHOLDER COMMENTS 12](#_Toc122518483)

[G. OWNERSHIP AND TITLE 13](#_Toc122518484)

[G1. PROOF OF TITLE 14](#_Toc122518485)

[G2. CHAIN OF CUSTODY 14](#_Toc122518486)

[G3. PRIOR APPLICATION 14](#_Toc122518487)

[H. PROJECT TIMELINE 15](#_Toc122518488)

[H1. START DATE 16](#_Toc122518489)

[H2. PROJECT TIMELINE 16](#_Toc122518490)

# A. PROJECT OVERVIEW

## A1. PROJECT TITLE

## A2. PROJECT TYPE

*List the project type (e.g., REDD, Landfill Methane, or Carbon Capture and Storage)*

## A3. PROOF OF PROJECT ELIGIBILITY

*Demonstrate, with reference to the American Carbon Registry Standard and relevant ACR sector standard if applicable, that the project activity is eligible.*

## A3. LOCATION

*Describe project location, including geographic and physical information allowing for unique identification and delineation of the specific extent of the project. GPS coordinates should be provided.*

## A4. BRIEF SUMMARY OF PROJECT

*Provide a brief description of the project including:*

* *Description of project activity*
* *Background information*
* *Project purpose(s) and objective(s)*

## A5. PROJECT ACTION

*Describe the project action(s), including:*

* *Description of prior physical conditions*
* *Description of how the project will achieve GHG reductions and/or removal enhancements*
* *Description of project technologies, products, services and expected level of activity*

## A6. *EX ANTE* OFFSET PROJECTION

*List estimated GHG emission reductions and removal enhancements by year, stated in metric tons of CO2e.*

## A7. PARTIES

*List full contact information, roles, and responsibilities for project proponent, other project participants, relevant regulator(s) and/or administrators of any GHG Program(s) in which the project is already enrolled, and the entities holding offset and land title (if applicable).*

# B. METHODOLOGY

## B1. APPROVED METHODOLOGY

*Reference the ACR approved methodology being applied to the project*

## B2. METHODOLOGY JUSTIFICATION

*Describe why the chosen methodology is the most appropriate methodology for the project.*

## B3. PROJECT BOUNDARIES

*Identify the physical and temporal boundaries of the project.*

## B4. IDENTIFICATION OF GHG SOURCES AND SINKS

*Identify the GHG sources and sinks within the project boundaries. If any sources or sinks will be considered* de minimis*, include a justification.*

## B5. BASELINE

*Describe the baseline scenario, how the baseline was identified and chosen, and why it is the most appropriate baseline for the project. Address all baseline-related topics required by the chosen methodology, ACR Standard, and relevant ACR sector standard if applicable.*

## B6. PROJECT SCENARIO

*Describe the project scenario, including the project actions that will take place and any additional information required by the ACR Standard, the chosen methodology, and the relevant ACR sector standard if applicable.*

## B7. REDUCTIONS AND ENHANCED REMOVALS

*Describe how the project reduces GHG emissions or enhances the removal of GHGs from the atmosphere beyond what would have taken place in the baseline scenario.*

## B8. PERMANENCE

*Demonstrate whether the project offsets face any risk of reversal by identifying any risks that may substantially affect the project’s GHG emission reductions or removal enhancements. If the offsets do face a risk of reversal, describe what method of permanence assurance will be used.*

# C. ADDITIONALITY

*ACR requires that every project either pass an approved performance standard and a regulatory additionality test, or pass a three-pronged test to demonstrate that the project activity is beyond regulatory requirements, beyond common practice, and faces at least one of three implementation barriers.*

## C1. REGULATORY SURPLUS TEST

*Demonstrate how the project passes the regulatory surplus additionality test described in the ACR Standard. Include a summary and references to any relevant local laws and regulations related to the project and provide of demonstration of compliance with them.*

## C2. COMMON PRACTICE TEST

*Demonstrate how the project passes the common practice additionality test described in the ACR Standard. (If the project is using the regulatory surplus + performance standard approach to additionality, skip this step.)*

## C3. IMPLEMENTATION BARRIERS TEST

*Demonstrate how the project passes at least one of the following implementation barriers tests described in the ACR Standard and allowed by the chosen methodology. (If the project is using the regulatory surplus + performance standard approach to additionality, skip this step.)*

* + *Financial*
  + *Technological*
  + *Institutional*

## C4. PERFORMANCE STANDARD TEST

*Demonstrate how the project activity exceeds an approved performance standard by showing that the GHG emissions generated per unit output by the project are below the level (or GHG removals are above the level) defined as business-as-usual for the product, service, sector or industry in which the project takes place. (If the project is using the three-prong approach to additionality, skip this step.)*

# D. MONITORING PLAN

## D1. MONITORED DATA AND PARAMETERS

*List all relevant data and parameters that will be monitored using the table below.*

|  |  |
| --- | --- |
| *Data or Parameter Monitored* |  |
| *Unit of Measurement* |  |
| *Description* |  |
| *Data Source* |  |
| *Measurement Methodology* |  |
| *Data Uncertainty* |  |
| *Monitoring Frequency* |  |
| *Reporting Procedure* |  |
| *QA/QC Procedure* |  |
| *Notes* |  |

# E. QUANTIFICATION

## E1. BASELINE

*Detail the GHG quantification methodology for the baseline scenario including all relevant emissions or removals. Provide sample calculations wherever possible.*

## E2. PROJECT SCENARIO

*Detail the GHG quantification methodology for the project scenario including all relevant emissions or removals. Provide sample calculations wherever possible.*

## E3. LEAKAGE

*Describe how leakage is accounted for and quantified. Provide sample calculations wherever possible.*

## E4. UNCERTAINTY

*Describe how* ex post *uncertainty is accounted for and quantified. Provide sample calculations wherever possible.*

## E5. REDUCTIONS AND REMOVAL ENHANCEMENTS

*Show how net reductions and removals enhancements are quantified, taking into account leakage and uncertainty. Provide sample calculations wherever possible.*

## E6. EX-ANTE ESTIMATION METHODS

*Describe the methods that are to be used to create the* ex ante *projection of net GHG emission reductions and removals.*

# F. COMMUNITY & ENVIRONMENTAL IMPACTS

## F1. NET POSITIVE IMPACTS

*Provide an assessment of net positive community and environmental impacts, and a mitigation plan for any unforeseen negative community or environmental impacts. Identify and describe the Sustainable Development Goals to which those impacts are aligned and positively contribute.*

## F2. STAKEHOLDER COMMENTS

*Describe relevant outcomes from stakeholder consultations and mechanisms for ongoing communication, as applicable.*

# G. OWNERSHIP AND TITLE

## G1. PROOF OF TITLE

*Describe how title to the reductions or enhanced removals created by the project is established and attach Proof of Title documents containing one or more of the following:*

* *A legislative right*
* *A right under common law*
* *Ownership of the plant, land, equipment and/or process generating the reductions/removals*
* *A contractual arrangement with the owner of the plant, land, equipment or process that grants all reductions/removals to the Project Proponent*

## G2. CHAIN OF CUSTODY

*If the offsets have been bought or sold previously, or if the project has a forward option contract, the Project Proponent must include documentation establishing chain of custody. Documentation may include:*

* *Delivery of Confirmation Notice*
* *Emission Reduction Purchase Agreement*
* *Signed Attestation of Ownership*
* *Forward Option Purchase Agreement*

## G3. PRIOR APPLICATION

*Describe whether or not the project proponent has applied for GHG emission reduction or removal credits for this project through any other GHG emissions trading system or program and the success of any of these applications. If the project has previously been rejected by another GHG emissions trading system or program, provide the reasons why.*

# H. PROJECT TIMELINE

## H1. START DATE

*Provide the project start date, and describe how it was determined and why it is appropriate and consistent with the requirements of the ACR Standard, any relevant ACR sector standard, and the chosen methodology.*

## H2. PROJECT TIMELINE

*Provide a timeline for project activities including:*

* *Initiation of project activities*
* *Project term*
* *Crediting period*
* *Frequency of monitoring, reporting and verification*
* *Relevant project activities in each step of the GHG project cycle*