**[Project Title]**

**[Date]**

**[Project Proponent]**

**[Proponent Logo (optional)]**

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# A. PROJECT OVERVIEW

## A1. PROJECT TITLE

## A2. PROJECT TYPE

*List the project type (e.g., Landfill Methane, Improved Forest Management, Carbon Capture and Storage)*

## A3. NON-TECHNICAL EXECUTIVE SUMMARY OF PROJECT

*Provide a brief, non-technical description of the project including:*

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

## A4. PROJECT ACTION

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

* *Description of prior physical conditions;*
* *Description of how the project will achieve GHG emission reductions and/or removals; and*
* *Description of project technologies, practices, products, services and expected level of activity.*

## A5. PROOF OF PROJECT ELIGIBILITY

*Demonstrate, with reference to the ACR Standard and relevant methodology, that the project activity is eligible.*

## A6. PROJECT LOCATION

*Describe project location, including information allowing for unique identification and delineation of the specific geographic and physical extent of the project. GPS coordinates should be provided. AFOLU projects must provide a map delineating the project area boundary within a regional context (i.e., governing jurisdictions, towns, roads, major rivers and bodies of water, and other notable features). Project Proponents implementing an Aggregated or Programmatic Design Approach (PDA) project must include location information for all currently enrolled sites. Sites subsequently enrolling in a PDA must include this information as part of the Multi-Site Design Document (MSDD).*

## A7. REGULATORY COMPLIANCE

*Identify relevant national and local laws, regulations, rules, procedures, other legally binding mandates and, where relevant, international conventions and agreements. Identify the associated oversight institutions and provide a description of how the project complies with applicable requirements.*

## A8. PARTIES

*List full contact information, roles, and responsibilities for*

* *Project Proponent;*
* *Other project participants;*
* *Relevant regulator(s);*
* *Administrators of any other carbon crediting program(s) in which the project has been or is currently enrolled;*
* *Entities holding title to the carbon credits; and*
* *Entities holding title to the land, timber, mineral, and other relevant real assets within the project area (if applicable).*

## A9. AGGREGATION AND PROGRAMMATIC DEVELOPMENT APPROACH

*Projects utilizing the Aggregation or PDA must submit an MSDD as an appendix outlining the unique attributes of Site(s) enrolled at Project listing. The MSDD must be updated at each Verification in which new Sites are added to the Project. Reporting requirements for Aggregated and PDA projects can be found in section 6.F of the ACR Standard. (If not an Aggregated or PDA project, skip this step and respond “N/A”.)*

# B. METHODOLOGY

## B1. APPROVED METHODOLOGY

*Reference the ACR-approved methodology title and version 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, SINKS, AND RESERVOIRS

*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 SCENARIO

*Describe the baseline scenario, how the methodology has been applied for the purpose of determining the baseline, and why it is the most appropriate baseline for the project. Address all baseline-related requirements of the ACR Standard and applicable methodology.*

## B6. WITH-PROJECT SCENARIO

*Describe the with-project scenario, including the project actions that will take place and any additional information required by the ACR Standard and the applicable methodology.*

## B7. GHG EMISSION REDUCTIONS AND REMOVALS

*Describe how the project reduces GHG emissions and/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’s carbon credits face risk of reversal by identifying any risks that may substantially affect the project’s GHG emission reductions and removals. If the carbon credits are subject to risk of reversal (e.g., terrestrial and geologic sequestration), describe the risk mitigation mechanism that will be used.*

*AFOLU projects must provide a summary of their initial Reversal Risk Analysis and the resulting Buffer Pool Contribution Percentage. The full analysis, including any reporting required by the Tool for Reversal Risk Analysis and Buffer Pool Contribution Determination, shall be provided via an appendix.*

*Geologic sequestration Projects must commit to contributing 10% of the GHG Project’s annual maximum credits to the ACR Reserve Account and file a legally binding Risk Mitigation Covenant which prohibits any intentional reversal unless there is advance compensation to ACR.*

# C. ADDITIONALITY

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

## C1. BASELINE

*Describe how the methodology has been applied for the purpose of demonstrating additionality. Address all additionality-related topics required by the ACR Standard and applicable methodology.*

## C2. PERFORMANCE STANDARD

*Demonstrate how the project exceeds the approved performance standard as defined in the applicable methodology. (If the project is using the three-pronged additionality test to demonstrate additionality, skip this step and respond “N/A”.)*

## C3. REGULATORY SURPLUS TEST

*Demonstrate how the project passes the regulatory surplus additionality test described in the ACR Standard. List any and all existing laws, regulations, statutes, legal rulings or other regulatory frameworks that directly mandate the project action or which require specific technical, performance, or management actions inclusive of the project action, including each associated governing agency or body and how compliance is demonstrated. Explain how the project actions are in surplus to relevant requirements.*

## C4. COMMON PRACTICE TEST

*Demonstrate how the project passes the common practice additionality test described in the ACR Standard. (If the project is using the performance standard + regulatory surplus test to demonstrate additionality, skip this step and respond “N/A”.)*

## C5. 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 applicable methodology. (If the project is using the performance standard + regulatory surplus test to demonstrate additionality, skip this step and respond “N/A”.)*

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

# D. GHG 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. GHG QUANTIFICATION

## E1. BASELINE SCENARIO

*Detail the GHG quantification methodology for the baseline scenario including all relevant GHG emissions and removals. Provide calculation steps where relevant.*

## E2. AFOLU PROJECT INVENTORY

*Fully describe the inventory methodology and subsequent calculation steps used to measure and estimate carbon stocks for all relevant GHG sources, sinks, and pools, to be optionally attached as an appendix. Address all inventory-related specifications required by the applicable methodology. (If the project is non-AFOLU, skip this step and respond “N/A”.)*

## E3. WITH-PROJECT SCENARIO

*Detail the GHG quantification methodology for the with-project scenario including all relevant GHG emissions, emission reductions, and removals. Provide calculation steps where relevant.*

## E4. LEAKAGE

*Describe how leakage is accounted for and quantified, if applicable. Provide calculation steps where relevant. (If not relevant according to applicable methodology, skip this step and respond “N/A”.)*

## E5. UNCERTAINTY

*Describe how* ex-post *uncertainty is accounted for and quantified. Provide calculation steps where relevant. (If not relevant according to applicable methodology, skip this step and respond “N/A”.)*

## E6. QUALITY ASSURANCE AND QUALITY CONTROL (QA/QC)

*Describe the QA/QC procedures for managing data and information, including how QA/QC activities are designed to assess, address, and minimize overall uncertainty.*

## E7. GHG EMISSION REDUCTIONS AND REMOVALS

*Describe how the methodology has been applied and show how Total GHG Emission Reductions and Removals are quantified, taking into account leakage and uncertainty. Provide calculation steps where relevant.*

## E8. *EX ANTE* CARBON CREDIT PROJECTION

*Document calculations and list estimated Total GHG Emission Reductions and Removals by year for the entire crediting period (as defined by the applicable methodology), stated in metric tons of CO2e.*

## E9. *EX ANTE* ESTIMATION METHODS

*Describe the methods and assumptions that applied to generate the* ex-ante *projection of Total GHG Emission Reductions and Removals.*

# F. ENVIRONMENTAL AND SOCIAL IMPACTS

## F1. ENVIRONMENTAL AND SOCIAL IMPACT SUMMARY

*Provide a brief summary of the project’s environmental and social impacts as assessed via the Environmental and Social Impact Assessment. Include a reference to the full assessment conducted and provided as the Environmental and Social Impact Assessment appendix.*

## F2. SUSTAINABLE DEVELOPMENT GOALS

*Identify the United Nations Sustainable Development Goals (SDGs) to which the project positively contributes, as assessed via the SDG Contributions Report. Please use the language of the project “contributing to” rather than “meeting” or “achieving” any individual SDG. Include a reference to the full assessment conducted and provided as the SDG Contributions Report appendix.*

## F3. STAKEHOLDER COMMENTS AND CONSULTATION

*Describe relevant outcomes from public comments and stakeholder consultations as well as mechanisms for ongoing communication, as applicable. For community-based projects, include a reference to the full description provided as the Environmental and Social Impact Assessment appendix.*

# G. OWNERSHIP AND TITLE

## G1. PROOF OF TITLE

*Describe and demonstrate proof of clear, unencumbered, and uncontested title to all carbon credits. Provide documentation and attestation of undisputed title to carbon credits as an appendix using one or more of the following sources of evidence:*

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

*Other methods of demonstrating title may be considered on a case-by-case basis.*

## G2. CHAIN OF CUSTODY

*If the project’s carbon credits have been pre-sold or are subject to a forward option contract, the Project Proponent must include documentation establishing chain of custody as an appendix. Documentation may include:*

* *Delivery of Confirmation Notice;*
* *Emission Reduction Purchase Agreement;*
* *Signed Attestation of Ownership; and/or*
* *Forward Option Purchase Agreement*.

## G3. PRIOR APPLICATION

*State whether the project activity or activities* *and/or the associated emission reductions/removals (specific to the project location and project boundary) has been submitted to, rejected from, and/or registered with:*

* *another carbon crediting program;*
* *regulatory body, including for other environmental markets (e.g., Renewable Energy Certificates); and/or*
* *programs based on carbon intensity of fuels (e.g., Low Carbon Fuel Standards)*

*State whether the project activity or activities* *(specific to the project location and project boundary) has been or will be registered in another environmental market or account framework (for non-carbon environmental attributes).*

*If the answer to any of the above is yes, describe the circumstances and provide:*

* *A statement that lists all programs/markets/frameworks to which the project has been submitted for registration and, if rejected, the reason(s) for the rejection. Such information shall not be considered commercially sensitive.*
* *If rejected, provide the actual rejection document(s), including any additional explanation as an appendix (may be submitted under separate cover for ACR and the validator).*

# 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 and the applicable methodology.*

## H2. PROJECT TIMELINE

*Provide a timeline for project activities including:*

* *Initiation of project activities*
* *Minimum Project Term*
* *The current Crediting Period and any previous Crediting Periods, if applicable*
* *Expected frequency of monitoring, reporting, and verification*
* *Relevant project activities in each step of the GHG project cycle*

# Appendices

*List all appendices referenced throughout the GHG Project Plan in the table below, omitting and providing additional rows as needed. Appendices not provided under separate cover must be included within this document. For submission of the final versions of appendices provided under separate cover, provide exact filenames including the correct version and/or date. Where relevant to the project, the appendices marked with an asterisk (\*) must be submitted on the ACR Registry, denoted as a GHG Project Plan document type, and maintained as public. All appendices are subject to validation.*

|  |  |  |  |
| --- | --- | --- | --- |
| **Appendix** | **Document Title** | **Provided under separate cover? (Yes/No)** | **Filename**  *if provided under separate cover* |
| A | Environmental and Social Impact Assessment\* |  |  |
| B | SDG Contributions Report\* |  |  |
| C | Proof of Title |  |  |
| D | Multi-Site Design Document\* |  |  |
| E | Reversal Risk Analysis\* |  |  |
| F | Chain of Custody |  |  |
| G | Prior Application Rejection |  |  |
| H |  |  |  |

# Attestations

*The Project Proponent hereby represents and warrants to the American Carbon Registry, its affiliates and supporting organizations, and any assignee of substantially all of the assets comprising the ACR, that all information contained herein and in all appendices is true, correct, and complete to the best of their knowledge, information, and belief and they further agree to notify ACR promptly in the event that the Project Proponent becomes aware that any representation or warranty set forth above or in any appendix submitted under separate cover was not true when made.*

|  |  |
| --- | --- |
| **Project Proponent Signature:** | |
| **Project Proponent Representative Signature:** |  |
| **Name:** |  |
| **Title:** |  |
| **Organization:** |  |
| **Date:** |  |

If Project Proponent and Project Developer Account Holder is not the same entity:

*The Account Holder hereby represents and warrants to the American Carbon Registry, its affiliates and supporting organizations, and any assignee of substantially all of the assets comprising the ACR, that all information contained herein and in all appendices is true, correct, and complete to the best of their knowledge, information, and belief and they further agree to notify ACR promptly in the event that the Account Holder becomes aware that any representation or warranty set forth above or in any appendix submitted under separate cover was not true when made.*

|  |  |
| --- | --- |
| **Account Holder Signature:** | |
| **Account Holder Representative (Account Manager or designee) Signature:** |  |
| **Name:** |  |
| **Title:** |  |
| **Organization:** |  |
| **Date:** |  |