**Climate Forward Project Submittal Form**

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| **Instructions:** Please complete all fields as thoroughly as possible. If the project in question is still in the planning or development phase, all fields must be completed using best available data and estimates based on the proposed project design. This is an interactive Word form. Upon completion, please save this form as a PDF prior to uploading it to the Reserve. This will lock your answers and protect the document from any further changes. All fields must be completed, even if the answer is also provided elsewhere; if a field is not applicable, insert N/A in the space provided. Upon approval, this form will become public.  **If this project intends to report under the Reserve’s Voluntary Offset Program or the California Cap-and-Trade Program, this is not the correct form.** | | | | |
| 1. **Account Holder (as it appears in the Climate Forward Program software):** |  | | | |
| 1. **Project Name (as it appears in the Climate Forward Program software):** |  | | | |
| 1. **Project ID # (as it appears in the Climate Forward software):** | **CF** | | | |
| 1. **Approved Forecast Methodology (Name and Version, must be an approved Forecast Methodology as listed on the** [**Climate Forward**](https://climateforward.org/) **webpage):** |  | | | |
| 1. **Form Completed By (name, organization):** |  | | | |
| * 1. **Contact Information (physical address, phone, email):** |  | | | |
| * 1. **Date Form Submitted:** |  | | | |
| 1. **Technical Consultant, if applicable (Organization/Individual Name):** |  | | | |
| * 1. **Contact Information:** |  | | | |
| 1. **Other Parties with Material Interest, if applicable (Organization/Individual Name):** |  | | | |
| * 1. **Role (E.G., technical consultant, project financing):** |  | | | |
| * 1. **Contact Information:** |  | | | |
| **Project Details** | | | | |
| 1. Project Start Date (MM/DD/YYYY) |  | | | |
| 1. Project Crediting Period (specify crediting start date and crediting end date in MM/DD/YYYY-MM/DD/YYYY format): | **-** | | | |
| 1. Project site address (including county/jurisdiction, country): |  | | | |
| 1. Project description (please provide one to two paragraphs summarizing the technologies/actions to be implemented; additional details required by a specific methodology – e.g., acreage – may be included here): |  | | | |
| 1. Baseline description (explanation of pre-project scenario): |  | | | |
| 1. Estimated Forecasted Mitigation Units (estimated total amount of FMUs to be generated by project): |  | | | |
| 1. Description and citation of local, state, jurisdictional, federal, or other mandates or regulations pertinent to the project (if applicable): |  | | | |
| 1. Project Ownership (Provide evidence that Account Holder has ownership of project, including right to credits generated by project. If necessary, submit additional ownership documentation as an attachment): |  | | | |
| **Project Eligibility and Implementation** | | | **Yes** | **No** |
| 1. Is the Account Holder authorized to sign the “Attestation of Title” form? | | |  |  |
| 1. Is the project being implemented and maintained as a result of any law, statute, regulation, court order, or other preexisting legally binding mandate? | | |  |  |
| 1. Has this project been submitted to another registry or program? | | |  |  |
| a. If so, has the project been accepted (listed, approved, pre-approved, etc.) by the other registry or program? | | |  |  |
| 1. Have any GHG reductions associated with the project ever been registered with or claimed by another registry or program prior to registering with the Reserve?   *If yes, you must complete and return a* [*Registry Project Transfer Attestation*](http://www.climateactionreserve.org/how/program/documents/) *form.* | | |  |  |
| 1. Have any GHG reductions from the project ever been sold directly to a third party (i.e. sold without being registered with or claimed by another registry or program) prior to submitting to the Reserve? | | |  |  |
| 1. Additional information (if any): | | | | |
| **Methodology Applicability** | | | | |
| 1. Describe how the project meets the project definition and eligibility requirements of the approved Forecast Methodology identified above (in Question 4): | |  | | |
| 1. Describe what action the project is undertaking to delineate the Project Start Date as stated above (in Question 8): | |  | | |

***End of form***