**Climate Forward Reforestation 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.Please submit this form in conjunction with the **Reforestation Project Goals Form**. (available on the [Climate Forward](https://climateforward.org/program/methodologies/reforestation/) webpage). **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, this should be the “project proponent):
 |  |
| 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. Methodology Version (must be an approved Reforestation 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):
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| * 1. Role (E.g., technical consultant, project financing):
 |  |
| * 1. Contact Information:
 |  |
| **Project Details** |
| 1. **Project site address** (including latitude & longitude, county/jurisdiction, country).
 |  |
| 1. **Project description** (please provide one to two paragraphs provide a summary of the project, including, acreage, activities to be taken, forest type, etc.):
 |  |
| 1. Describe how the project meets the project definition of the approved Methodology version identified above (in Question 4):
 |  |
| **Project Eligibility and Implementation** | **Yes** | **No** |
| 1. **Location:** Is the project located in a geographic area for which tree seedling growth projections are published in the Reserve’s Reforestation Communities Data File?
 | [ ]  | [ ]  |
| 1. **Location:** Does the project take place on any part of an area where an existing or previously existing project was located that received any amount of financial recognition for climate benefits?
 | [ ]  | [ ]  |
| 1. **Start Date and Crediting Period:**
	1. Project Start Date (MM/DD/YYYY):
	2. Describe what action (e.g., site preparation or planting) the project is undertaking to delineate the Project Start Date as stated above:
	3. Project Crediting Period (specify crediting start date and crediting end date in MM/DD/YYYY-MM/DD/YYYY format; if project comprises multiple forested areas with different crediting periods, indicate the longest crediting period): **-**
 |
| 1. **Additionality:**
	1. Describe how the project meets the Performance Standard Test, as described in the Reforestation Methodology:
	2. Baseline description (provide an explanation of pre-project scenario, e.g., pre-existing trees, shrubs, and/or natural regeneration (if no site preparation is being undertaken that promotes natural regeneration) that would have contributed to future tree cover on the site in the absence of the project):
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| 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 the project received, or does the project plan to receive, additional ecosystem services credits or enhancement payments? If yes, you must obtain pre-approval from Reserve staff to stack payments.
 | [ ]  | [ ]  |
| 1. **Regulatory Compliance:** Description and citation of local, state, jurisdictional, federal, or other mandates or regulations pertinent to the project
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| **Ownership & Double Counting** | **Yes** | **No** |
| 1. Is the project proponent the entity that has legal ownership of the trees?
 | [ ]  | [ ]  |
| a. If no, will the project proponent have an agreement in place granting exclusive claim to the GHG removals resulting from the project (to be authorized to sign the “Attestation of Title”) at the time of project confirmation? | [ ]  | [ ]  |
| 1. Has this project been submitted to another registry or program?
 | [ ]  | [ ]  |
| **a.** If yes, please specify the registry or program has it been submitted to:  |  |  |
| **b.** If yes, 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. **Permanence:** Will the project employ a conservation easement with Required Reforestation Methodology Terms or be under public ownership with the ability to demonstrate the anticipated long-term growth and maintenance of forest on the project area?
 | [ ]  | [ ]  |
|  **a.** If yes, please specify: |
| 1. Has the Reforestation Project Goals Form been completed and submitted with this submittal form?
 | [ ]  | [ ]  |
| 1. Additional information (if any):
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|  |

***End of form***