*CCB Project Description Template*

*This template is for the development of projects using the CCB Program independent of a recognized GHG program. Projects using the VCS Program to meet the requirements of the climate section must use the* CCB & VCSProject Description Template*.*

*Instructions for completing the project description:*

*TITLE PAGE: All items in the box on the title page must be completed using Arial 10pt, black, regular (non-italic) font. This box must appear on the title page of the final document. Project descriptions may also feature the project title and preparers’ name, logo and contact information more prominently on the title page, using the format below (Arial 24pt and Arial 11pt, black, regular font).*

*PROJECT DESCRIPTION: Instructions for completing the project description template are given under the section headings in this template. All instructions must be followed, as set out in the* CCB ProgramRules (Rules)*. Instructions relate back to the rules and requirements set out in the* Climate, Community & Biodiversity Standards *and accompanying program documents. As such, this template must be completed in accordance with the* Climate, Community & Biodiversity Standards *and accompanying program documents, and the preparer will need to refer to the CCB Program documents in order to complete the template. Orange text at the end of section headings is reference to specific sections of CCB Program documents from which the template heading corresponds and must not be removed from the document; unless otherwise noted, the references correspond to sections of the* Climate, Community & Biodiversity Standards*. References that begin with ‘Rules’ correspond to sections of the* CCB Program Rules*.*

*Note that the instructions in this template are intended to serve as a guide and do not necessarily represent an exhaustive list of the information the preparer must provide under each section of the template.*

*All sections must be completed using Arial 10pt, black, regular (non-italic) font,* *unless deviations are merited. Where a section is not applicable, same must be stated under the section (the section must not be deleted from the final document).*

*All instructions, including this introductory text, must be deleted from the final document.*

Project TITLE

Logo (optional)

Document Prepared By (individual or entity)

Contact Information (optional)

|  |  |
| --- | --- |
| **Project Title** | Name of project |
| **Version** | Version number of this document |
| **Date of Issue** | DD-Month-YYYY this version of the document issued |
| **Project Location** | Country, sub-national jurisdiction(s) |
| **Project Proponent(s)** | Organization and contact name with email address and phone number Identify a primary contact if multiple project proponents exist |
| **Validation Body** | Organization and contact name with email address and phone number |
| **Project Lifetime** | Indicate the time period over which project activities are to be implemented  DD Month YYYY – DD Month YYYY; X-year lifetime |
| **GHG Accounting Period** | Indicate the time period over which changes in GHG emission reductions and/or removals resulting from project activities are to be monitored  DD Month YYYY – DD Month YYYY; X-year total period |
| **History of CCB Status** | Issuance date(s) of earlier validation statements, dates of previous attempts at validation, etc. |
| **Gold Level Criteria** | List which Gold Level criteria are being used and provide a brief description of the activities planned and the expected results that enable the project to qualify for each relevant Gold Level |
| **Expected Verification Schedule** | If known, provide the expected schedule for initial verification |

**Table of Contents**

The page numbers of the table of contents below shall be updated upon completion of the project description.

[1 Summary of Project Benefits 5](#_Toc485107630)

[1.1 Unique Project Benefits 5](#_Toc485107631)

[1.2 Standardized Benefit Metrics 6](#_Toc485107632)

[2 General 9](#_Toc485107633)

[2.1 Project Goals, Design and Long-Term Viability 9](#_Toc485107634)

[2.2 Without-project Land Use Scenario and Additionality 12](#_Toc485107635)

[2.3 Stakeholder Engagement 13](#_Toc485107636)

[2.4 Management Capacity 15](#_Toc485107637)

[2.5 Legal Status and Property Rights 16](#_Toc485107638)

[3 Climate 18](#_Toc485107639)

[3.1 Without-Project Climate Scenario 18](#_Toc485107640)

[3.2 Net Positive Climate Impacts 18](#_Toc485107641)

[3.3 Offsite Climate Impacts (Leakage) 19](#_Toc485107642)

[3.4 Climate Impact Monitoring 19](#_Toc485107643)

[3.5 Optional Criterion: Climate Change Adaptation Benefits 19](#_Toc485107644)

[4 Community 20](#_Toc485107645)

[4.1 Without-Project Community Scenario 20](#_Toc485107646)

[4.2 Net Positive Community Impacts 21](#_Toc485107647)

[4.3 Other Stakeholder Impacts 22](#_Toc485107648)

[4.4 Community Impact Monitoring 22](#_Toc485107649)

[4.5 Optional Criterion: Exceptional Community Benefits 23](#_Toc485107650)

[5 Biodiversity 24](#_Toc485107651)

[5.1 Without-Project Biodiversity Scenario 24](#_Toc485107652)

[5.2 Net Positive Biodiversity Impacts 25](#_Toc485107653)

[5.3 Offsite Biodiversity Impacts 27](#_Toc485107654)

[5.4 Biodiversity Impact Monitoring 27](#_Toc485107655)

[5.5 Optional Criterion: Exceptional Biodiversity Benefits 28](#_Toc485107656)

[Appendicies 29](#_Toc485107657)

[Appendix 1: Stakeholder Identification Table 29](#_Toc485107658)

[Appendix 2: Project Activities and Theory of Change Table 31](#_Toc485107659)

[Appendix 3: Project Risks Table 32](#_Toc485107660)

# Summary of Project Benefits

This section highlights some of this project’s important benefits. Section 1.1 (Unique Project Benefits) should be aligned with a project’s causal model and is specific to this project. Section 1.2 (Standardized Benefit Metrics) is the same quantifiable information for all CCB projects. This section does not replace the development of a project-specific causal model or the monitoring and reporting of all associated project-specific impacts (positive and negative) that are described in Sections 2-5 of this document.

## Unique Project Benefits

Insert two to five brief summaries of expected benefits of the project not captured by the standardized benefit metrics in [Section 1.2](#_Standardized_Benefit_Metrics_1), below. Progress toward achieving each benefit listed here may be reported on in project implementation reports. These benefits shall relate to key project outcomes or impacts set out in the project’s theory of change ([Section 2.1.8](#_Project_Activities_and)). Estimations included below shall be substantiated in this document as denoted in the corresponding section reference.

|  |  |
| --- | --- |
| Outcome or Impact Estimated by the End of Project Lifetime | Section Reference |
| 1) |  |
| 2) |  |
| 3) |  |
| 4) |  |
| 5) |  |

## 

## Standardized Benefit Metrics

For each metric, provide an estimate of the net benefit the project aims to achieve during the project lifetime. Insert “not applicable” where the metric does not apply and “data not available” where the metric does apply but there are no means of quantification. Estimations included below shall be substantiated in this document as denoted in the corresponding section reference.

| Category | Metric | Estimated by the End of Project Lifetime | Section Reference |
| --- | --- | --- | --- |
| GHG emission reductions or removals | Net estimated emission removals in the project area, measured against the without-project scenario |  |  |
| Net estimated emission reductions in the project area, measured against the without-project scenario |  |  |
| Forest[[1]](#footnote-2) cover | For REDD[[2]](#footnote-3) projects: Estimated number of hectares of reduced forest loss in the project area measured against the without-project scenario |  |  |
| For ARR[[3]](#footnote-4) projects: Estimated number of hectares of forest cover increased in the project area measured against the without-project scenario |  |  |
| Improved land management | Number of hectares of existing production forest land in which IFM[[4]](#footnote-5) practices are expected to occur as a result of project activities, measured against the without-project scenario |  |  |
| Number of hectares of non-forest land in which improved land management practices are expected to occur as a result of project activities, measured against the without-project scenario |  |  |
| Training | Total number of community members who are expected to have improved skills and/or knowledge resulting from training provided as part of project activities |  |  |
| Number of female community members who are expected to have improved skills and/or knowledge resulting from training as part of project activities |  |  |
| Employment | Total number of people expected to be employed in project activities,[[5]](#footnote-6) expressed as number of full-time employees[[6]](#footnote-7) |  |  |
| Number of women expected to be employed as a result of project activities, expressed as number of full-time employees |  |  |
| Livelihoods | Total number of people expected to have improved livelihoods[[7]](#footnote-8) or income generated as a result of project activities |  |  |
| Number of women expected to have improved livelihoods or income generated as a result of project activities |  |  |
| Health | Total number of people for whom health services are expected to improve as a result of project activities, measured against the without-project scenario |  |  |
| Number of women for whom health services are expected to improve as a result of project activities, measured against the without-project scenario |  |  |
| Education | Total number of people for whom access to, or quality of, education is expected to improve as result of project activities, measured against the without-project scenario |  |  |
| Number of women and girls for whom access to, or quality of, education is expected to improve as result of project activities, measured against the without-project scenario |  |  |
| Water | Total number of people who are expected to experience increased water quality and/or improved access to drinking water as a result of project activities, measured against the without-project scenario |  |  |
| Number of women who are expected to experience increased water quality and/or improved access to drinking water as a result of project activities, measured against the without-project scenario |  |  |
| Well-being | Total number of community members whose well-being[[8]](#footnote-9) is expected to improve as a result of project activities |  |  |
| Number of women whose well-being is expected to improve as a result of project activities |  |  |
| Biodiversity conservation | Expected change in the number of hectares managed significantly better by the project for biodiversity conservation,[[9]](#footnote-10) measured against the without-project scenario |  |  |
| Expected number of globally Critically Endangered or Endangered species[[10]](#footnote-11) benefiting from reduced threats as a result of project activities,[[11]](#footnote-12) measured against the without-project scenario |  |  |

# General

## Project Goals, Design and Long-Term Viability

### Project Proponent (G1.1)

Provide contact information for the project proponent(s). A primary project proponent must be identified if there are multiple project proponents; this primary project proponent shall match the project proponent listed on the title page of this template. Copy and paste the table as needed.

|  |  |
| --- | --- |
| Organization name |  |
| Contact person |  |
| Title |  |
| Address |  |
| Telephone |  |
| Email |  |

### Project Objectives (G1.2)

Define the project’s climate, community and biodiversity objectives.

### Physical Parameters (G1.3)

Provide a summary description of the basic physical parameters of the project. These may include, but are not limited to, the following:

* Topography (slope, aspect, and geological features, etc.).
* Soil (mineral, organic, arable, upland, etc.).
* Climate (including temperature, rainfall and seasonality).
* Types of vegetation (providing, at minimum, estimates of the area of land under different management types).

### Social Parameters (G1.3)

Provide a summary description of the basic social parameters of the project. These may include, but are not limited to, the following:

* Main settlements (towns, villages, or household clusters where communities reside).
* Land use and economic activities (farming and pastoral practices or culture, areas of use for collection, fishing or hunting, managed and conservation lands, etc.).
* Socio-cultural information (ethnicity, gender, age, household income, land ownership, education, health statistics, migration patterns, etc.).

### Project Zone Map (G1.4-7, G1.13, CM1.2, B1.2)

Provide a map of the project zone including:

* Boundaries of the project zone, which is defined as the area encompassing the project area(s) in which project activities that directly affect land and associated resources, including activities such as those related to provision of alternate livelihoods and community development, are implemented.
* Location of communities (identified in [Section 2.1.7](#_Stakeholder_Descriptions_(G1.6,)).
* Boundaries of the project area(s), which are defined as the area(s) where project activities aim to generate net climate benefits.
* Any high conservation value (HCV) areas (identified in [Sections 4.2.4](#_High_Conservation_Values) and [5.1.2](#_High_Conservation_Values_2)).
* Areas where offsite climate impacts are predicted ([Section 3.3](#_Offsite_Climate_Impacts)).
* Areas were other stakeholders will be impacted ([Section 4.3](#_Other_Stakeholder_Impacts)).
* Areas where offsite biodiversity impacts are predicted ([Section 5.3](#_Toc460949214)).

For grouped projects, specify potential project areas and communities that may be included in the project at a future verification.

Geodetic coordinates must be provided to allow an unambiguous identification of boundaries of the project area(s), which may be submitted separately as a KML file.

### Stakeholder Identification (G1.5)

Explain the process of stakeholder identification and analysis, which should include an assessment of rights, interests and relevance to the project, used to identify communities, community groups within them, and other stakeholders.

### Stakeholder Descriptions (G1.6, G1.13)

List all communities, community groups, and other stakeholders, including a description of how each stakeholder was identified and their relevance to project activities. For grouped projects, identify communities that may join the project. The Stakeholder Identification Table (see [Appendix 1](#_Appendix_2:_Stakeholder)) may be used for this list if appropriate. Delete if not used.

### Project Activities and Theory of Change (G1.8)

Provide a summary description of each project activity and the expected output, outcomes and impacts using a theory of change to explain how the activities will achieve the project’s predicted climate, community, and biodiversity benefits.

*The Project Activities and Theory of Change Table (*[see Appendix 2](#_Appendix_2:_Project): Project Activities and Theory of Change Table) may be used if appropriate. Delete if not used. A results chain may also be developed explaining how multiple activities are expected to lead to multiple outputs and outcomes to lead to specific project objectives.[[12]](#footnote-13)

### Climate, Biodiversity and Community Benefits Assessment Period (G1.9)

Indicate the time period over which changes in GHG emissions, climate change adaptive capacity and resilience, biodiversity and community well-being resulting from project activities are monitored.

### Differences in Assessment Periods (G1.9)

Explain and justify any differences between the GHG emissions accounting, climate adaptive capacity and resilience, community, and/or biodiversity assessment periods.

### Implementation Schedule (G1.9)

Identify key dates and milestones in the project’s development and implementation, such as introductory meeting dates, start and end dates for each project activity, start and end dates for the GHG accounting period, monitoring schedule, verification schedule, etc. Add rows to the table below as necessary.

|  |  |
| --- | --- |
| Date | Milestone(s) in the project’s development and implementation |
|  |  |
|  |  |

### Risks to the Project (G1.10)

Identify likely natural and human-induced risks to the expected climate, community, and biodiversity benefits during the project lifetime and outline measures needed and designed to mitigate these risks.

The Project Risks Table ([see Appendix 3](#_Appendix_3:_Project_1)*: Project risks table*) may be used. Delete if not used.

### Benefit Permanence (G1.11)

Describe the measures needed and designed to maintain and enhance the climate, community, and biodiversity benefits beyond the project lifetime.

### Financial Sustainability (G1.12)

Demonstrate that financial mechanisms adopted provide an adequate actual and projected flow of funds for project implementation and to achieve the project’s climate, community and biodiversity benefits. Provide evidence of actual and/or projected revenues from GHG emissions reductions and/or removals and/or other sources.

### Eligibility Criteria for Grouped Projects (G1.14)

For grouped projects, specify the eligibility criteria and process for expansion of grouped projects. The eligibility criteria must be designed as to only allow new project instances that:

* Adopt and apply the project activities in the same manner as specified in the project description.
* Are subject to the same climate, community and biodiversity without-project scenarios as determined for the project.
* Have characteristics similar to the project with respect to additionality.
* Are subject to the same processes for stakeholder engagement described in G3 and respect for rights to lands, territories and resources including free, prior and informed consent described in G5.
* Have similar monitoring elements.

### Scalability Limits for the Grouped Projects (G1.15)

For grouped projects, establish scalability limits, if applicable. Define, as appropriate, capacity limits, economic and managerial constraints, and thresholds for project expansion beyond which there may be negative impacts on biodiversity. Provide justification for why scalability limits do not apply, if appropriate.

### Risk Mitigation Approach for Grouped Projects (G1.15)

For grouped projects, if scalability limits are applicable, describe measures needed and designed to address any risks to climate, community and biodiversity benefits if the project expands beyond those limits.

## Without-project Land Use Scenario and Additionality

### Land-Use Scenarios without the Project (G2.1)

Describe the range of potential land-use scenarios and the associated drivers of land use changes most likely to occur within the project zone in the absence of the project.

### Most-Likely Scenario Justification (G2.1)

Provide justification in the form of credible and well-documented analyses for the most likely of these land-use scenarios.

Acceptable evidence includes, but is not limited to, poverty assessments, farming knowledge assessments, or remote sensing analysis. Where a published methodology or model is used to assess land use change and the drivers of land use change, provide a full reference and explain any variations from the published methodology.

### Additionality (G2.2)

Document that climate, community, and biodiversity project benefits would not occur in the absence of the project. Explain how existing laws, regulations, and governance arrangements, or lack of laws and arrangements, would likely affect land use in the absence of the project. Demonstrate that project activities would not have been implemented under the without-project scenario due to significant financial, technological, institutional or capacity barriers. If project activities are required by law, demonstrate that pertinent laws are not being enforced.

### Benefits to be used as Offsets (G2.2)

Identify any distinct climate, community and biodiversity benefits intended to be used as an offset and specify how additionality is established for each benefit intended for this purpose.

## Stakeholder Engagement

### Stakeholder Access to Project Documents (G3.1)

Describe how full project documentation, including project description documentation and project monitoring reports, as they become available through the project lifetime, has been and will be made accessible to communities and other stakeholders.

### Dissemination of Summary Project Documents (G3.1)

Describe how summary project documentation, including information required for G1.1-9, has been actively disseminated to communities. Describe how summary information on monitoring results will be actively disseminated to communities.

### Informational Meetings with Stakeholders (G3.1)

Describe informational meetings with communities and local stakeholders and how they were publicized.

### Community Costs, Risks and Benefits (G3.2)

Explain how relevant and adequate information about potential costs, risks and benefits to communities – identified using a participatory and transparent process – has been provided to communities in a form they understand and in a timely manner prior to any decision they may be asked to make with respect to participation in the project.

### Information to Stakeholders on Validation and Verification Process (G3.3)

Describe how communities and other stakeholders are informed of the process for CCB validation and verification. Specifically, address:

* Measures taken.
* Communication methods used.

### Site Visit Information and Opportunities to Communicate with Auditor (G3.3)

Describe how communities and other stakeholders will be informed of the auditor’s site visit in a timely manner before the site visit occurs, and how direct and independent communication between communities and other stakeholders, or their representatives, and the auditor will be facilitated.

### Stakeholder Consultations (G3.4)

Describe how communities including all the community groups and other stakeholders have influenced project design. Document consultations and indicate if and how project design and has been affected by stakeholder input.

### Continued Consultation and Adaptive Management (G3.4)

Describe the plan developed to continue communication and consultation between the project proponent(s) and communities and other stakeholders about the project. Explain the processes the project will use throughout the life of the project to consider this input and adapt management accordingly.

### Stakeholder Consultation Channels (G3.5)

Demonstrate that all consultations and participatory processes have been undertaken directly with communities and other stakeholders or through their legitimate representatives. Provide justification that adequate levels of information sharing has occurred.

### Stakeholder Participation in Decision-Making and Implementation (G3.6)

Describe the measures needed and designed to enable the effective participation, as appropriate, of all communities. Demonstrate the culture- and gender-sensitivity of implementation of such measures.

### Anti-Discrimination Assurance (G3.7)

Describe the measures needed and designed to ensure that all entities involved in project design and implementation are not involved in, or complicit in, any form of discrimination (e.g., discrimination based on gender, race, religion, sexual orientation or other habits) or sexual harassment with respect to the project.

### Feedback and Grievance Redress Procedure (G3.8)

Document the project’s grievance redress procedure. Demonstrate that the procedure includes:

* A process for receiving, hearing, responding to and attempting to resolve grievances within a reasonable time period, which takes into account traditional conflict resolution methods.
* Three stages, each with reasonable time limits: attempt at resolution, mediation and arbitration or courts.

### Accessibility of the Feedback and Grievance Redress Procedure (G3.8)

Describe how the feedback and grievance redress procedure is publicized and accessible, and how grievances and project responses are documented and made publicly available.

### Worker Training (G3.9)

Describe measures needed and designed to provide orientation and training for those employed through project activities and relevant people from the communities. The orientation and training must have an objective of building locally useful skills and knowledge to increase local participation in project implementation. Identify how local capacity is not lost through staff turnover.

### Community Employment Opportunities (G3.10)

Demonstrate that people from the communities will be given an equal opportunity to fill all work positions (including management) if the job requirements are met. Explain how workers are selected for positions. Where relevant, describe the measures needed and designed to ensure community members, including women and vulnerable and/or marginalized people, are given a fair chance to fill positions for which they can be trained.

### Relevant Laws and Regulations Related to Worker’s Rights (G3.11)

List of all relevant laws and regulations covering worker’s rights in the host country and provide assurance that the project meets or exceeds each. Describe measures needed and designed to inform workers about their rights.

### Occupational Safety Assessment (G3.12)

Provide an assessment of substantial risks to worker safety that could arise due to project implementation. Describe measures needed and designed to inform workers of risks and how to minimize such risks. Show how risks will be minimized.

## Management Capacity

### Project Governance Structures (G4.1)

Describe the project’s governance structures, and roles and responsibilities of all entities involved in project design and implementation.

For grouped projects, identify any new entities included in the project since the last CCB validation or verification.

### Required Technical Skills (G4.2)

Document key technical skills required to implement the project successfully, including community engagement, biodiversity assessment and carbon measurement and monitoring skills.

### Management Team Experience (G4.2)

Document the management team’s expertise and prior experience implementing land management and carbon projects at the scale of this project.

### Project Management Partnerships/Team Development (G4.2)

If relevant experience is lacking, demonstrate how other organizations are partnered with in order to support the project, or include a recruitment strategy by which the management team plans to fill any gaps.

### Financial Health of Implementing Organization(s) (G4.3)

Document the financial health of the implementing organization(s) to ensure adequate financial support over the project lifetime.

### Avoidance of Corruption and Other Unethical Behavior (G4.3)

Provide assurance that the project proponent and any other entities involved in the project design and implementation are not involved in, or complicit in, any form of corruption such as bribery, embezzlement, fraud, favoritism, cronyism, nepotism, extortion, and collusion. Describe any measures needed and designed to be able to provide this assurance.

### Commercially Sensitive Information (*Rules* 3.5.13 – 3.5.14)

Indicate whether any commercially sensitive information has been excluded from the public version of the project description and briefly describe the items to which such information pertains.

Note - Information related to the determination of the baseline scenario, demonstration of additionality, and estimation and monitoring of GHG emission reductions and removals (including operational and capital expenditures) cannot be considered to be commercially sensitive and must be provided in the public versions of the project documents.

## Legal Status and Property Rights

### Statutory and Customary Property Rights (G5.1)

Describe and map tenure, use, access and management rights to lands, territories and resources in the project zone.

### Recognition of Property Rights (G5.1)

Demonstrate that all property rights are recognized, respected, and supported. If applicable, describe measures needed, designed, and implemented by the project to help to secure statutory rights.

### Free, Prior and Informed Consent (G5.2)

Demonstrate with documented consultations and agreements:

* That project will not encroach uninvited on private property, community property, or government property.
* The process by which free, prior, and informed consent will be or has been obtained of those whose property rights will be or are affected by the project.
* That appropriate restitution or compensation has been allocated to any parties whose lands have been or will be affected by the project.

### Property Rights Protection (G5.3)

Demonstrate that project activities do not lead to involuntary removal or relocation of property rights holders from their lands or territories, and does not force rights holders to relocate activities important to their culture or livelihood.

If any relocation of habitation or activities is undertaken within the terms of an agreement, demonstrate that the agreement was made with the free, prior, and informed consent of those concerned and includes provisions for just and fair compensation.

### Illegal Activity Identification (G5.4)

Identify any illegal activities that could affect the project’s impacts. Describe measures needed and designed to reduce these activities so that project benefits are not derived from illegal activities.

### Ongoing Disputes (G5.5)

Identify any ongoing or unresolved conflicts or disputes over rights to lands, territories and resources and also any disputes that were resolved during the last twenty years where such records exist, or at least during the last ten years.

Demonstrate that no activity is undertaken by the project that could prejudice the outcome of an unresolved dispute relevant to the project.

If applicable, describe measures needed and designed to resolve conflicts or disputes.

### National and Local Laws (G5.6)

Submit a list of all national and local laws and regulations in the host country that are relevant to the project activities. Provide assurance that the project is complying with these and, where relevant, demonstrate how compliance is achieved.

### Approvals (G5.7)

Document that the project has approval from appropriate authorities.

### Right to Claim Benefits (G5.8)

Provide evidence of project ownership in accordance with CCB specifications on project ownership.

### Other Programs (G5.9)

Indicate whether the project seeks to generate or has received any form of environmental or social credit, including any tradable climate (including, but not limited to, GHG-related), community or biodiversity unit. Include all relevant information about the environmental or social credit and the related program.

List all other programs under which the project is eligible to participate to create another form of environmental or social credit.

### Double Counting (G5.9)

Specify how double counting is avoided, particularly for credits sold as offsets sold on the voluntary market and generated in a country participating in a compliance mechanism.

# Climate

## **Without-Project Climate Scenario**

### Without-Project Estimated Greenhouse Gas Emissions (CL1.1)

Estimate the total GHG emissions for the GHG accounting period inside the project area under the without-project land use scenario. The analysis must include carbon pools expected to increase significantly under the without-project scenario. Explain and justify key assumptions, rationale and methodological choices. Provide all relevant references.

## Net Positive Climate Impacts

### **With-Project Estimated Greenhouse Gas Emissions** (CL2.1)

Estimate the total GHG emissions expected from land use activities inside the project area under the with-project land use scenario using an approved or defensible methodological approach. This estimate must include non-CO2 emissions and GHG emissions from sources that are cumulatively likely to account for more than 20% of the project’s expected total GHG emissions in the with-project scenario.

### Net Impact (CL2.2)

Demonstrate that the anticipated net climate impact of the project is predicted to be positive.

## Offsite Climate Impacts (Leakage)

### Types of Expected Leakage (CL3.1)

Determine the types of leakage that are expected. Where relevant, define and justify where leakage is most likely to take place.

### Quantity of Expected Leakage (CL3.1, 3.3)

Estimate offsite increases in GHG emissions due to project activities using an approved or defensible methodological approach.

Include emissions from non-CO2 sources if they are likely to cumulatively account for more than 20% of the total leakage emissions.

### Leakage Mitigation (CL3.2)

Describe the measures needed and designed to mitigate leakage.

## Climate Impact Monitoring

### Climate Monitoring Plan (CL4.1)

Present the plan for monitoring changes in any carbon pool, any non-CO2 GHGs, and any emissions sources expected to cumulatively contribute more than 20% of total GHG emissions, and leakage using an approved or defensible methodological approach. Identify frequency of monitoring for each defined parameter.

### Dissemination of Monitoring Plan and Results (CL4.2)

Describe how the monitoring plan, and any results of monitoring undertaken in accordance with the monitoring plan, will be disseminated and made publicly available on the internet. Describe the means by which summaries (at minimum) of the monitoring plan and results will be communicated to the communities and other stakeholders.

## Optional Criterion: Climate Change Adaptation Benefits

Complete this section (3.5) if the project seeks to be validated to the Gold Level for climate change adaptation benefits. If not applicable, state so and leave this section blank.

### Regional Climate Change Scenarios (GL1.1)

Identify likely regional or sub-national climate change and climate variability scenarios and impacts and identify potential changes in the local land use scenario due to these climate change scenarios in the absence of the project.

### Climate Change Impacts (GL1.2)

Describe how current or anticipated climate changes are having or are likely to have an impact on the following in the project zone and surrounding regions:

* Community well-being.
* Biodiversity conservation status.

### Measures Needed and Designed for Adaptation (GL1.3)

Based on the causal model described in response to G1.8, describe measures needed and designed to assist communities and biodiversity to adapt to the probable impacts of climate change.

# Community

## Without-Project Community Scenario

### Descriptions of Communities at Project Start (CM1.1)

Describe the communities at the start of the project and any significant community changes in the past. Include the following:

* Well-being information: people’s experience of the quality of their lives; this may include environmental, social, economic, psychological, spiritual, and medical dimensions.
* Community characteristics: these include shared language, mythology, history, culture, livelihood systems, traditional authority structures, institutions, practices, values, relationships with specific sites of historical, cultural or spiritual significance, relationships with natural resources, or the customary institutions and rules governing the use of resources and sites.
* Diversity within the community: social, economic and cultural diversity, including at least wealth, gender, age and ethnicity.

### Interactions between Communities and Community Groups (CM1.1)

Describe interactions at the start of the project between the communities and community groups described in [Section 4.1.1](#_Descriptions_of_Communities), above.

### High Conservation Values (CM1.2)

Complete the table below for each of the following HCVs related to community well-being in the project zone:

* Areas that provide critical ecosystem services.
* Areas that are fundamental for the livelihoods of communities.
* Areas that are critical for the traditional cultural identity of communities.

Copy and paste the table as needed.

|  |  |
| --- | --- |
| High Conservation Value | *Specify HCV (e.g., name the hydrological service, food source or culturally significant area)* |
| Qualifying Attribute | *Provide rationale for its significance for community well-being* |
| Focal Area | *Identify the area(s) that need to be managed to maintain or enhance this HCV* |

### Without-Project Scenario: Community (CM1.3)

Describe the expected changes in the well-being conditions and other characteristics of communities and community groups under the without-project land use scenario.

## Net Positive Community Impacts

### Expected Community Impacts (CM2.1)

Complete the table below for each community group to describe the anticipated impacts resulting from project activities under the with-project scenario. Explain and justify key assumptions, rationale and methodological choices. Explain how the affected groups have participated in the evaluation of impacts. Provide all relevant references. Copy and paste the table as needed.

|  |  |
| --- | --- |
| Community Group | *Identify group* |
| Impact(s) | *Identify impact(s)* |
| Type of Benefit/Cost/Risk | *Describe whether each impact is predicted or actual, direct or indirect, and whether it is a benefits, a cost or risk* |
| Change in Well-being | *Describe type and magnitude of each impact* |

### Negative Community Impact Mitigation (CM2.2)

Describe measures needed and designed to mitigate any negative well-being impacts on community groups and for maintenance or enhancement of HCV attributes related to community well-being. Explain how such measures are consistent with the precautionary principle.

### Net Positive Community Well-Being (CM2.3, GL1.4)

Demonstrate that the anticipated net well-being impacts of the project are predicted to be positive for all identified community groups compared with their anticipated well-being conditions under the without-project land use scenario.

If the project intends to meet the Gold Level for climate change adaptation benefits, demonstrate how the project activities will assist communities to adapt to the probable impacts of climate change.

### High Conservation Values Protected (CM2.4)

Demonstrate that none of the HCVs related to community well-being will be negatively affected by the project.

## Other Stakeholder Impacts

### Impacts on Other Stakeholders (CM3.1)

Identify any potential positive and negative impacts that the project activities are likely to cause on the well-being of other stakeholders.

### Mitigation of Negative Impacts on Other Stakeholders (CM3.2)

Describe the measures needed and designed to mitigate the negative well-being impacts on other stakeholders.

### Net Impacts on Other Stakeholders (CM3.3)

Describe how the project activities are not anticipated to result in net negative impacts on the well-being of other stakeholders.

## Community Impact Monitoring

### Community Monitoring Plan (CM4.1, CM4.2, GL1.4, GL2.2, GL2.3, GL2.5)

Present a monitoring plan that identifies communities, community groups and other stakeholders to be monitored, variables to be monitored, types of measurements and sampling methods, and the frequency of monitoring and reporting for each type and method.

The monitoring plan must:

* Be based on variables directly linked to the project’s objectives for communities and community groups and to predicted outputs, outcomes and impacts identified in the project’s causal model related to the well-being of communities.
* Assess differentiated impacts for each of the community groups and include an evaluation by the affected community groups.
* Assess the effectiveness of measures taken to maintain or enhance all identified HCVs related to community well-being.

If the project intends to meet the Gold Level for climate change adaptation benefits (GL1), the community monitoring plan must also include indicators for adaptation benefits for communities.

If the project intends to meet the Gold Level for exceptional community benefits (GL2), it must also include the following:

* Indicators of well-being impacts and risks for smallholder/community members.
* Indicators of impacts on women.

### Monitoring Plan Dissemination (CM4.3)

Describe how the monitoring plan, and any results of monitoring undertaken in accordance with the monitoring plan, will be disseminated and made publicly available on the internet. Describe the means by which summaries (at minimum) of the monitoring plan and results will be communicated to the communities and other stakeholders.

## Optional Criterion: Exceptional Community Benefits

Complete this section (4.5) if the project seeks to be validated to the Gold Level for exceptional community benefits. If not applicable, state so and leave this section blank.

### Exceptional Community Criteria (GL2.1)

Demonstrate at least one of the following:

1. Smallholders/community members or communities either own or have management rights to land in the project area and rights to claim that their activities will generate or cause the project’s climate, community and biodiversity benefits.

OR

1. The project zone is in a low human development country OR in an administrative area of a medium or high human development country in which at least 50% of the households within the communities are below the national poverty line.

### Short-term and Long-term Community Benefits (GL2.2)

Demonstrate that the project will generate short-term and long-term net positive well-being benefits for smallholders/community members.

### Community Participation Risks (GL2.3)

Identify, through a participatory process, risks for the smallholders/community members to participate in the project. Explain how the project is designed to avoid trade-offs and the measures taken to manage the identified risks.

### Marginalized and/or Vulnerable Community Groups (GL2.4)

Use the table below to identify each of the marginalized and/or vulnerable community groups that the project is engaging with and how the communities will gain net positive benefits. Copy and paste the table as needed.

|  |  |
| --- | --- |
| Community Group 1 | Identify the community group |
| Net positive impacts | Demonstrate that the project activities are anticipated to generate net positive impacts on the well-being of all identified marginalized and/or vulnerable community groups |
| Benefit access | Demonstrate that any barriers or risks that might prevent benefits going to marginalized and/or vulnerable smallholder/community members have been identified and addressed |
| Negative impacts | Demonstrate which measures will be taken to identify any marginalized and/or vulnerable smallholders/community members, whose well-being may be negatively affected by the project, and that measures will be taken to avoid, or when unavoidable to mitigate, any such impacts |

### Net Impacts on Women (GL2.5)

Demonstrate that the project will generate net positive impacts on the well-being of women and that women participate in or influence decision making.

### Benefit Sharing Mechanisms (GL2.6)

Describe the design and implementation of the project’s benefit sharing mechanism(s), demonstrating that smallholders/community members have fully and effectively participated in defining the decision-making process and the distribution mechanism for benefit sharing. Specify how the benefit sharing mechanism provides transparency with regard to project funding and costs as well as benefit distribution.

### Benefits, Costs, and Risks Communication (GL2.7)

Explain how relevant and adequate information about predicted and actual benefits, costs and risks has been communicated to smallholders/community members and provide evidence that the information is understood.

### Governance and Implementation Structures (GL2.8)

Describe the project’s governance and implementation structures, and any relevant self-governance or other structures used for aggregation of smallholders/community members, and demonstrate that they enable full and effective participation of smallholders/community members in project decision-making and implementation.

### Smallholders/Community Members Capacity Development (GL2.9)

Demonstrate how the project will be developing the capacity of smallholders/community members, and relevant local organizations or institutions, to participate effectively and actively in project design, implementation and management.

# Biodiversity

## Without-Project Biodiversity Scenario

### Existing Conditions (B1.1)

Describe the biodiversity within the project zone at the start of the project and threats to that biodiversity. Explain and justify key assumptions, rationale and methodological choices. Provide all references.

### High Conservation Values (B1.2)

Complete the table below identifying HCVs related to biodiversity in the project zone. HCVs can be categorized based on the following attributes:

* Globally, regionally or nationally significant concentrations of biodiversity values, protected areas, threatened species, endemic species and/or areas that support significant concentrations of a species during any time in their lifecycle.
* Globally, regionally or nationally significant large landscape-level areas where viable populations of most if not all naturally occurring species exist in natural patterns of distribution and abundance.
* Threatened or rare ecosystems.

|  |  |
| --- | --- |
| High Conservation Value | *Specify HCV (e.g., name the area and species it supports)* |
| Qualifying Attribute | *Provide rationale (e.g., if there are significant species concentrations or viable populations in natural patterns of distribution and abundance or threatened or rare ecosystems)* |
| Focal Area | *Identify the area(s) that need to be managed to maintain or enhance this HCV* |

### Without-project Scenario: Biodiversity (B1.3)

Describe how the without-project land use scenario would affect biodiversity conditions in the project zone.

## Net Positive Biodiversity Impacts

### Expected Biodiversity Changes (B2.1)

Complete the table below to describe the anticipated changes in biodiversity resulting from project activities under the with-project scenario in the project zone and over the project lifetime. Explain and justify key assumptions, rationale and methodological choices. Provide all relevant references. Copy and paste the table as needed.

|  |  |
| --- | --- |
| Biodiversity Element | *Identify element* |
| Estimated Change | *Identify change* |
| Justification of Change | *Describe the factors contributing to the change and methods used to estimate or document it* |

### Mitigation Measures (B2.3)

Describe measures needed and designed to mitigate negative impacts on biodiversity and any measures needed and designed for maintenance or enhancement of the HCV attributes. Explain how such measures are consistent with the precautionary principle.

### Net Positive Biodiversity Impacts (B2.2, GL1.4)

Demonstrate that the project’s anticipated net impacts on biodiversity in the project zone will be positive compared with conditions under the without-project land use scenario.

If the project intends to meet the Gold Level for climate change adaptation benefits, demonstrate how the project activities will assist the biodiversity to adapt to the probable impacts of climate change.

### High Conservation Values Protected (B2.4)

Demonstrate that no HCVs related to biodiversity are negatively affected by the project.

### Species Used (B2.5)

List all species used by the project.

### Invasive Species (B2.5)

Demonstrate that no known invasive species will be introduced into any area affected by the project and that the population of any invasive species will not increase as a result of the project.

### Impacts of Non-native Species (B2.6)

Complete the table below to describe the use of any non-native species in the project zone. Copy and paste the table as needed.

|  |  |
| --- | --- |
| Species | Identify species |
| Justification of Use | Justify use over use of native species |
| Potential Adverse Effect | Describe the possible adverse effects on the region’s environment, including impacts on native species and disease introduction or facilitation |

### GMO Exclusion (B2.7)

Guarantee that no GMOs are used to generate GHG emissions reductions or removals.

### Inputs Justification (B2.8)

Complete the table below to describe the use of any fertilizers, chemical pesticides, biological control agents and other inputs used for the project. Copy and paste the table as needed.

|  |  |
| --- | --- |
| Name | Identify input |
| Justification of Use | Justify use |
| Potential Adverse Effect | Describe the possible adverse effects on the region’s environment and/or communities |

### Waste Products (B2.9)

Describe the process for identifying, classifying and managing all waste products resulting from project activities.

## Offsite Biodiversity Impacts

### **Negative Offsite Biodiversity Impacts** (B3.1) **and Mitigation Measures** (B3.2)

Complete the table below to describe any potential negative impacts on biodiversity outside of the project zone resulting from project activities. Add rows as needed.

|  |  |
| --- | --- |
| Negative Offsite Impact | Mitigation Measure(s) |
| Identify potential negative impact on biodiversity. | Describe the measures needed and designed to mitigate negative impact |
|  |  |

### Net Offsite Biodiversity Benefits (B3.3)

Evaluate potential unmitigated negative impacts on biodiversity outside the project zone and compare them with the project’s potential biodiversity benefits within the project zone. Justify and demonstrate that the net effect of the project on biodiversity is positive.

## Biodiversity Impact Monitoring

### Biodiversity Monitoring Plan (B4.1, B4.2, GL1.4, GL3.4)

Present a monitoring plan that:

* Identifies biodiversity variables to be monitored, which should be directly linked to the project’s biodiversity objectives and to predicted outputs, outcomes and impacts identified in the project’s causal model related to biodiversity.
* Identifies the areas to be monitored.
* Identifies the types of measurements, the sampling methods, and the frequency of monitoring and reporting to be used.
* Assesses the effectiveness of measures taken to maintain or enhance all identified HCVs related to globally, regionally or nationally significant biodiversity present in the project zone.

If the project intends to meet the Gold Level for climate change adaptation benefits (GL1), the community monitoring plan must also include indicators for adaptation benefits for biodiversity.

If the project intends to meet the Gold Level for exceptional biodiversity benefits (GL3), it must also include indicators of the population trend of each trigger species and/or the threats to such species.

### Biodiversity Monitoring Plan Dissemination (B4.3)

Describe how the monitoring plan, and any results of monitoring undertaken in accordance with the monitoring plan, will be disseminated and made publicly available on the internet. Describe the means by which summaries (at least) of the monitoring plan and results will be communicated to the communities and other stakeholders.

## Optional Criterion: Exceptional Biodiversity Benefits

Complete this section (5.5) if the project seeks to be validated to the Gold Level for exceptional biodiversity benefits. If not applicable, state so and leave this section blank.

### High Biodiversity Conservation Priority Status (GL3.1)

At any site in the project zone, demonstrate the presence of at least a single individual of a species on the IUCN Red List that is critically endangered or endangered, or the presence of at least 30 individuals or 10 pairs of a vulnerable species.

OR

Demonstrate that at least part of a species’ global population is present at the site at any stage of the species’ lifecycle according to either of the following thresholds:

* At least five percent of the global population of a restricted-range species or a species with large but clumped distributions.
* At least one percent of a species’ global population uses the site at least seasonally (globally significant source populations or globally significant congregation).

### Trigger Species Population Trends (GL3.2, GL3.3)

Complete the below table to describe trends in trigger species populations. Responses should be based on the causal model that identifies threats to trigger species and activities to address them. Be as specific as possible, providing citations for all references. Copy and paste the table as needed.

|  |  |
| --- | --- |
| Trigger Species | Identify species |
| Population Trend at Start of Project | Describe recent population trend in the project zone at the start of the project. Estimate numbers, if possible |
| Without-project Scenario | Describe the most likely changes under the without-project land use scenario |
| With-project Scenario | Describe measures needed and designed to maintain or enhance the population status of each trigger species in the project zone, and to reduce the threats to them. If possible, estimate the number of this species that will be in the project zone at the end of the project |

# Appendicies

The following appendices may be used if appropriate. Delete the instruction and heading if not used.

## Appendix 1: Stakeholder Identification Table

*Use this appendix, if necessary, to identify stakeholders and fulfill the requirements of* [*Section 2.1.7*](#_Stakeholder_Identification_(G1.5)) *above. Modify the table, if necessary, to suit the project activities, or delete if not used.*

|  |  |
| --- | --- |
| Stakeholder  *Identify communities and any community groups within them, any cross-cutting community groups, and list other stakeholders* | Rights, Interest and Overall Relevance to the Project |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |

## Appendix 2: Project Activities and Theory of Change Table

*Use this appendix, if applicable, to identify project activities and fulfill the requirements of* [*Section 2.1.8*](#_Project_Activities_and) *above. This is an example of just one method of representing the theory of change. Results chains/flow diagrams are another effective way to represent the theory of change. Modify the table, if necessary, to suit the project activities, or delete if not used.*

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Activity description | Expected climate, community, and/or biodiversity | | | Relevance to project’s objectives |
| Outputs  (short term) | Outcomes  (medium term) | Impacts  (long term) |
|  |  |  |  |  |
|  |  |  |  |  |

## Appendix 3: Project Risks Table

*Use this appendix, if necessary, to identify project risks and fulfill the requirements of* [*Section 2.1.12*](#_Risks_to_the) *above. Modify the table, if necessary, to suit the project activities, or delete if not used.*

|  |  |  |
| --- | --- | --- |
| Identify Risk | Potential impact of risk on climate, community and/or biodiversity benefits | Actions needed and designed to mitigate the risk |
|  |  |  |
|  |  |  |

1. Land with woody vegetation that meets an internationally accepted definition (e.g., UNFCCC, FAO or IPCC) of what constitutes a forest, which includes threshold parameters, such as minimum forest area, tree height and level of crown cover, and may include mature, secondary, degraded and wetland forests (*VCS Program Definitions*) [↑](#footnote-ref-2)
2. Reduced emissions from deforestation and forest degradation (REDD) - Activities that reduce GHG emissions by slowing or stopping conversion of forests to non-forest land and/or reduce the degradation of forest land where forest biomass is lost (*VCS Program Definitions*) [↑](#footnote-ref-3)
3. Afforestation, reforestation and revegetation (ARR) - Activities that increase carbon stocks in woody biomass (and in some cases soils) by establishing, increasing and/or restoring vegetative cover through the planting, sowing and/or human-assisted natural regeneration of woody vegetation (*VCS Program Definitions*) [↑](#footnote-ref-4)
4. Improved forest management (IFM) - Activities that change forest management practices and increase carbon stock on forest lands managed for wood products such as saw timber, pulpwood and fuelwood (*VCS Program Definitions*) [↑](#footnote-ref-5)
5. Employed in project activities means people directly working on project activities in return for compensation (financial or otherwise), including employees, contracted workers, sub-contracted workers and community members that are paid to carry out project-related work. [↑](#footnote-ref-6)
6. Full time equivalency is calculated as the total number of hours worked (by full-time, part-time, temporary and/or seasonal staff) divided by the average number of hours worked in full-time jobs within the country, region or economic territory (adapted from the UN System of National Accounts (1993) paragraphs 17.14[15.102];[17.28]) [↑](#footnote-ref-7)
7. Livelihoods are the capabilities, assets (including material and social resources) and activities required for a means of living (Krantz, Lasse, 2001. *The Sustainable Livelihood Approach to Poverty Reduction*. SIDA). Livelihood benefits may include benefits reported in the Employment metrics of this table. [↑](#footnote-ref-8)
8. Well-being is people’s experience of the quality of their lives. Well-being benefits may include benefits reported in other metrics of this table (e.g. Training, Employment, Livelihoods, Health, Education and Water), and may also include other benefits such as strengthened legal rights to resources, increased food security, conservation of access to areas of cultural significance, etc. [↑](#footnote-ref-9)
9. Managed for biodiversity conservation in this context means areas where specific management measures are being implemented as a part of project activities with an objective of enhancing biodiversity conservation, e.g. enhancing the status of endangered species [↑](#footnote-ref-10)
10. Per IUCN’s Red List of Threatened Species [↑](#footnote-ref-11)
11. In the absence of direct population or occupancy measures, measurement of reduced threats may be used as evidence of benefit [↑](#footnote-ref-12)
12. For examples, see: Richards, M. and Panfil, S.N. 2011, *Social and Biodiversity Impact Assessment (SBIA) Manual for REDD+ Projects: Part 1 – Core Guidance for Project Proponents.* Climate, Community & Biodiversity Alliance, Forest Trends, Fauna & Flora International and Rainforest Alliance. Washington, DC, 34 – 42. [↑](#footnote-ref-13)