**Soil Enrichment Project Submittal Form**

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| **Instructions:** To be completed by the Project Owner in order to submit a soil enrichment project to the Reserve program.  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.** | | |
| 1. **Project Owner** (Account Holder name as it appears in the Reserve software)**:** |  | |
| 1. **Is the Project Owner the Field Manager?**   (Table 2.1, SEP V1.0) | **Yes** | No |
| 1. **Project Name** (as it appears in the Reserve software)**:** |  | |
| 1. **Project ID #:** | **CAR** | |
| 1. **Protocol Version:** | Soil Enrichment Protocol V | |
| 1. **Additional parties involved in project development and registration (e.g., consultants, other staff):**   Please list any individuals who may be in contact with the Reserve in relation to this project, along with their affiliation to the project. |  | |
| 1. **Form Completed By** (name, organization)**:** |  | |
| * 1. **Contact Information** (phone, email)**:** |  | |
| * 1. **Date Form Submitted:** |  | |
| 1. **Project Start Date** (MM/DD/YYYY)**:**   (If submitting an aggregated project, list the earliest start date) |  | |
| 1. **Estimated First Reporting Period End Date** (MM/DD/YYYY)**:**   (If submitting an aggregated project, list the latest reporting period end date) |  | |

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| **Project Information** | | | |
| 1. Is the project located on private land? | **Yes** | | No |
| 1. Project Area Information (Note: for projects including multiple fields, this location information may be submitted as an attachment to this document)    1. Project Site State(s):    2. Project Site Location(s), including county or town (e.g. Douglas County; Near Holstein):    3. Total Project acres (including only eligible land): |  | | |
| 1. Is the project an aggregate? | **Yes** | No | |
| If so:   * 1. Number of fields enrolled in project at time of project submittal:   2. Number of field managers in aggregate at time of project submittal: |  | | |

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| **Project Eligibility and Monitoring** | | | |
| 1. Does the project contain any histosols? | **Yes** | | No |
| 1. Does the project contain any tile-drained fields or surface drainage?    1. If so, was the drainage in place during the baseline period? | **Yes**  **Yes** | | No  N/A |
| 1. If the project contains land classified as highly erodible land (HEL), does that land meet federal Highly Erodible Land Conservation provisions? | **Yes** | | N/A |
| 1. If the project contains wetlands, does that land meet federal Wetlands Conservation provisions? | **Yes** | | N/A |
| 1. Does the project area contain any areas that have been cleared of native ecosystems (including restored grasslands) within 10 years prior to the start date? | **Yes** | | No |
| 1. What practice changes have been implemented (or are expected to be implemented) on the project fields? |  | | |
| 1. If adopting only no-tillage, reduced-tillage, cover crops, rotational grazing, or intensive grazing – has the SEP Additionality Tool been reviewed to ensure the project counties do not place the relevant practice on the negative list? | **Yes** | No | |
| * 1. If no is indicated above, explain the project specific means used to demonstrate additionality: (see section 3.4.1.2) |  | N/A | |
| 1. Is the project being implemented and maintained as a result of any law, statute, regulation, court order, or other preexisting legally binding mandate? | **Yes**  **Explain:** | No | |
| 1. Are activities on the Project Area generating any other ecosystem services credits or payments? | Yes  **Explain:** | No | |
| 1. Will the project be implementing Tonne-Year Accounting?    1. If no, what is the expected length of the PIA to be implemented on the project? (see section 3.5.3) | **Yes** | | No |
| 1. Brief description and citation of local, state, and/or federal environmental regulations pertinent to the project: |  | | |
| 1. Has this project been submitted to another registry or program? If so, has the project been accepted (listed, approved, pre-approved, etc.) by the other registry or program? | **Yes**  **Explain:** | No | |
| 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. | **Yes**  **Name of registry or program:** | No | |
| 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? | **Yes**  **Explain:** | No | |
| 1. Has a detailed monitoring plan been developed for this project? | **Yes** | No  When will the plan be in place? | |

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| **Ownership and Organization Summary** | | | |
| 1. Is the proposed Project Owner: Upload as a separate document in Excel titled “*Ownership Interests Documentation*” including the names and legal relationships between the Field Manager(s), and Field Owner.(This document must not only summarize the ownership relationship between Project Owner and Field Managers, and may also contain some form of *documentation* to support the summary. For instance, if the Project Owner is a Project Developer, contracts with the included Field Manager(s) should be provided. This evidence will remain private. If such contracts are not yet in place, please note that these are mandatory for verification and must be provided at that stage). | **Field Manager** | **Project Developer** | Other |
| 1. Additional information (if any): | | | |

***End of form***