**Organic Waste Digestion 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. |
| 1. **Account Holder (as it appears in the Reserve software):**
 |  |
| 1. **Project Name (as it appears in the Reserve software):**
 |  |
| 1. **Project ID #:**
 | **CAR** |
| 1. **Protocol Version:**
 | [ ]  Organic Waste Digestion Project Protocol V2.1 |
| 1. **Project Crediting Period\* (select one)**

\*If the project is being submitted for a second crediting period, please send an email to reserve@climateactionreserve.org notifying the Reserve Administrator. In addition, please upload to the *existing* project in the Reserve software (there is no need to create a new project for the purposes of applying for a second crediting period). | [ ]  First crediting period [ ]  Second crediting period |
| 1. **Technical Consultant(s):**
 |  |
| 1. **Other Parties with a Material Interest:**
 |  |
| 1. **Form Completed By (name, organization):**
 |  |
| * 1. **Contact Information (phone, email):**
 |  |
| * 1. **Date of Form Completion:**
 |  |
| 1. **Project Start Date (MM/DD/YYYY):**
 |  |
| 1. **First Reporting Period of the current Crediting Period (MM/DD/YYYY):**
 |  to  |

|  |
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| **Project Site Information** |
| 1. Name of Facility
 |  |
| 1. Project site address (including county and country)
 |  |
| 1. Owner of facility (name and organization)
 |  |
| 1. Biogas control system owner (name and organization)
 |  |
| 1. Type of facility (e.g. municipal WWTP, industrial processing facility, livestock operation, centralized digestion facility,etc.)
 |  |
| 1. Project description (please provide one to two paragraphs)
 |  |
| 1. Year facility opened
 |  |
| 1. Description of waste pretreatment prior to digestion
 |  |
| **Project Eligibility and Monitoring** | **Yes** | **No** |
| 1. Will the project use pre-existing digester(s)?
	1. If yes, what waste streams have previously been treated in the digester(s)?
 | [ ]  | [ ]  |
| * 1. If yes, does the system have excess capacity for digesting eligible waste streams?
 | [ ]  | [ ]  |
| 1. Has this project been submitted to another registry or program?

If yes, please describe if the project been accepted (listed, approved, pre-approved, etc.) by the other registry or program?   | [ ]  | [ ]  |
| 1. Have any GHG reduction tonnes from 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 “Project Transfer” 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 registering with the Reserve?

If yes, please describe: | [ ]  | [ ]  |
| 1. Has a detailed monitoring plan been developed for this project?

If not, by what date will a monitoring plan be in place?  | [ ]  | [ ]  |
| 1. Eligible waste stream information
2. Description of the eligible waste stream(s) that the project will digest:
3. County or counties of origin of non-industrial food waste and/or soiled paper waste streams:
4. Waste delivered as (check all that apply):

|  |  |  |
| --- | --- | --- |
| Source separated organics: | Non-source separated organics: |  |
| [ ]  Residential[ ]  Commercial[ ]  Grocery store[ ]  Other (describe): | [ ]  Previously mixed solid waste (separatedoff-site)[ ]  Mixed solid waste (separated on-site)[ ]  Other (describe):  |  |

 | - | - |
| **Project Eligibility and Monitoring (cont.)** | **Yes** | **No** |
| 1. Is the project digesting agro-industrial wastewater? If yes, please fill out the questions below:
	1. The project digests wastewater originating from:

[ ] One facility (specify industry and facility type):[ ]  Multiple facilities (specify industry(s) and facility types):[ ]  Other (describe):* 1. The project is located at:

[ ]  Facility where wastewater is produced[ ]  Centralized facility[ ]  Other (describe):* 1. Description of the pre-project wastewater treatment system(s):
 | [ ]  | [ ]  |
| 1. Is the project co-digesting with manure? If yes, please fill out the questions below:
2. Number and type of livestock operations supplying manure to the project:
3. Description of the pre-project manure management system(s):
 | [ ]  | [ ]  |
| 1. Please describe any non-eligible waste materials sent to the digester:
 | - | - |
| 1. Prior to the project start date, did the project digester receive any food waste originating from grocery stores or supermarkets?

If yes, please describe when food waste originating from grocery stores was first sent to the digester:  | [ ]  | [ ]  |
| 1. Description and citation of all local and state air and water quality or other regulations pertinent to the project:
 | - | - |
| 1. Provide a summary of the permits obtained to build and operate the digester waste handling system:
 | - | - |
| 1. Is the project being implemented as the result of any law, statute, regulation, court order, or other preexisting legally binding mandate?

If yes, please explain:  | [ ]  | [ ]  |
| 1. Was this project enacted in conjunction with a local or state food waste diversion mandate?

If yes, please explain and provide the date that the food waste diversion mandate was passed into law:  | [ ]  | [ ]  |
| 1. Are there are any laws statutes, regulations, court orders, or other preexisting legally binding mandates requiring the diversion, digestion, or composting of any waste streams that will be digested by the project?

If yes, please explain: | [ ]  | [ ]  |
| **All Projects (optional)** |
| 1. Additional information (if any):

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