



Australian Government

Clean Energy Regulator

Carbon Farming Initiative

Environmental plantings



Example application

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Carbon Farming Initiative

Example application: Environmental plantings

The following sample application has been designed to assist you in completing your application to undertake an Eligible Offsets Project using the methodology determination.

The sample application demonstrates the type of information and amount of detail that is required for a complete assessment of your project against the methodology determination 'Quantifying Carbon Sequestration by Permanent Environmental Plantings of Native Tree Species using the CFI Reforestation Modelling Tool Methodology Determination 2012'. It also demonstrates other essential information needed to complete an assessment of your project.

Please note, the sample application does not include examples of attachments that may be required as part of your application. When submitting your application, you must remember to include any attachments specified in the form.

It is important to note that if the information you provide does not demonstrate how your project meets all the requirements of a specific methodology determination, or does not address all other information required, your application will be returned to you with a request for further information.

A request for further information will result in a delay in assessing your application.

To minimise the delay, the Carbon Farming Assessment Team recommends additional information be provided within fourteen days of you receiving the request.

If you cannot provide further information within fourteen days, please contact your case officer at the Clean Energy Regulator to discuss when you will be able to provide the information.

Your case officer will also be able to provide advice on how to ensure timely assessment of your application.

Carbon Farming Initiative

Application for Declaration of an Eligible Offsets Project (sequestration)

under the *Carbon Credits (Carbon Farming Initiative) Act 2011*

Purpose of this form

This form is to be used to apply to the Clean Energy Regulator, under section 22 of the *Carbon Credits (Carbon Farming Initiative) Act 2011* (the CFI Act), for the declaration of an offsets project, that is a sequestration offsets project, as an eligible offsets project. This form is used to give the Clean Energy Regulator information about the person responsible for carrying out a proposed offsets project (the 'project proponent') and the proposed activity (the 'offsets project'), to enable the Clean Energy Regulator to decide whether or not to declare the project an eligible offsets project under the *Carbon Credits (Carbon Farming Initiative) Act 2011* (the CFI Act).

Instructions for completing this form

Please read each part of the application carefully, fully answer all the questions, sign where indicated, and attach the required documentation.

Applicant must complete and submit:

- Part A: Applicant details
- Part B: Project details
- Part C: Legal rights and Eligible Interest Holders
- Part D: Attachments and document checklist
- Part E: Declaration

You need to have a recognised offsets entity number before you can submit your application for the declaration of an eligible offsets project. If you haven't yet applied to be a recognised offsets entity, you can request the Application for Recognition as an Offsets Entity form by phoning 1300 553 542 or you can download the form from www.cleanenergyregulator.gov.au. Once you complete and submit the Application for Recognition as an Offsets Entity form, you will be provided with a recognised offsets entity application reference number. Your eligible offsets project form can be submitted with that number. However, an offsets project cannot be declared eligible by the Clean Energy Regulator unless a project proponent is a recognised offsets entity.

To learn more about the steps involved in participating in the Carbon Farming Initiative, including your obligations under this initiative, please visit www.cleanenergyregulator.gov.au.

NO EXPLANATORY NOTES

Pen colours	When writing on the form please use a black or blue pen.
Check boxes	Mark relevant boxes like this <input type="checkbox"/> with a ✓ or X . When an instruction indicates 'tick', either ✓ or X is permissible.
Go to	Where you see an instruction like this - <input type="checkbox"/> Go to Question 5 - mark the box with a ✓ or X and then skip to the question number shown. You need not answer the question(s) in between. Where an instruction has a double arrow (⇨), go to the next indicated part/section. Where an instruction has a single arrow (▶), go to the next question. Where an instruction has a single arrow pointing down (▼), fill in the field(s) directly below.
Mandatory questions	If all fields in a question are mandatory and must be completed, the word in brackets (required) is added to the end of the question label text. If a field in a question is mandatory only IF a condition is met, the words in brackets (required if any) is added to the end of the question label text.
Mandatory fields	* This symbol indicates individual mandatory fields that are required to be completed.
	An arrow at or near the left page margin is used to indicate an instruction on what to do next.
	This symbol indicates additional useful guidance to filling in the adjacent field or section.
	This symbol advises that more than one entry may be required for the section and therefore you may need to photocopy this section.
	This symbol advises that additional documentation to support a claim may need to be attached to the application.
Duplex printing	This form is designed to be printed on both sides of a sheet of paper.
Further guidance	Further and separate guidance on completing this form will be made available on the Clean Energy Regulator website. Keep a copy of the completed form and attachments for your records.

Help filling in this form

If you require assistance filling in the form or have any questions regarding this application process please contact the Clean Energy Regulator general enquiries line **1300 553 542** or enquiries@cleanenergyregulator.gov.au.

Part A: Applicant details

The applicant must be the project proponent, the agent of the project proponent on behalf of the project proponent, or the person nominated by multiple project proponents to be their nominee in relation to the project.

A project proponent is the person who is responsible for the eligible offsets project and has the legal right to carry out the project. A proponent can be an individual, a body corporate, a trustee of a trust, a corporation sole, a body politic (such as a State or Territory) or a local governing body. An agent is a person authorised to act on behalf of the project proponent.

QUESTION 1

If ticking the "project proponent" box – you can still fill in Q4 if you want another point of contact with the Clean Energy Regulator.

If ticking the "agent" box – you must answer Q4.

1. Are you a project proponent or the agent of a project proponent? (Required)

i Agents will need to provide written evidence of authorisation from the project proponent – see Section D. The Clean Energy Regulator may request further evidence if required.

▶ Tick the appropriate response.

<input checked="" type="checkbox"/>	Project proponent
<input type="checkbox"/>	Agent

2. Name and contact details of the project proponent. (Required)

▶ Tick appropriate title, or add other title in the space provided.

Title*	<input checked="" type="checkbox"/> Mr
	<input type="checkbox"/> Mrs
	<input type="checkbox"/> Miss
	<input type="checkbox"/> Ms
Other	<input type="text"/>

▶ Add full name details below.

Given name *	Joe
Middle name(s)	Malcolm
Family name *	Bloggs

▶ Provide the name of the company, body corporate, trustee, corporation sole, body politic or local government.

Company name *	Small Plantings Company Pty Ltd
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▶ You must provide one of the following for the eligible person in order of precedence: ABN, ACN or ARBN.

ABN	24681012141
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i If the eligible person does not have an ABN, please provide the eligible person's ACN.

ACN	<input type="text"/>
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i If the eligible person does not have an ABN or an ACN, please provide the eligible person's ARBN.

ARBN	<input type="text"/>
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▶ Provide the contact details.

Phone number	01 8765 432
Email address	Joe.Bloggs@email.com

▶ Provide the mailing address of the project proponent.

Address*	101 Ravensfield Lane		
Suburb/City*	Maitland	State*	NSW
Country*	Australia	Postcode*	2320

QUESTION 3

Your Recognised Offsets Entity number is provided by the Clean Energy Regulator upon receipt of your Recognised Offsets Entity application. Your Recognised Offsets Entity number is not your Australian National Register of Emissions Units (ANREU) account number. The Clean Energy Regulator will not be able to declare your project eligible if you are not a Recognised Offsets Entity.

3. Project proponent's Recognised Offsets Entity (ROE) number. (Required)

i If you have applied to become a Recognised Offsets Entity, but have not yet been recognised by the Clean Energy Regulator please supply your ROE application reference number.

▶ Provide the ROE number.

ROE number	123456
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4. Agent details.

i For a definition of an Agent see Definitions on page 20.

▶ Tick appropriate title, or add other title in the space provided.

Title*	<input type="checkbox"/> Mr
	<input type="checkbox"/> Mrs
	<input type="checkbox"/> Miss
	<input checked="" type="checkbox"/> Ms
Other	

▶ Add full name details below.

Given name*	Penelope
Middle name(s)	
Family name*	Miller

▶ Provide the person's contact details.

Phone number	01 1234 5678
Email address	P.Miller@acompany.com.au

QUESTION 4

An agent is an individual or a company that is authorised to represent an individual proponent (or a number of individuals) for the purposes of the eligible offsets project. The agent becomes the primary contact person for the project that the application is associated with. The agent must provide evidence that they have been authorised to represent the project.

If the proponent is a company and not an individual, it is recommended that you fill in Q4 with the details of the key contact person. This person will be your contact person in relation to the application and the eligible offsets project.

▶ Provide the mailing address of the agent.

Address*	P.O. BOX 101		
Suburb/City*	Newcastle	State*	NSW
Country*	Australia	Postcode*	2300

QUESTION 5

Each proponent must be a Recognised Offsets Entity. The Recognised Offsets Entity process is important as it ensures the integrity of the market for Australian carbon credit units (ACCUs). Buyers can be confident that a project proponent selling their ACCUs has been recognised as a 'fit and proper person' through the Clean Energy Regulator's checks and tests. If you are not a Recognised Offsets Entity, you can apply to be one by going to the Clean Energy Regulator website at www.cleanenergyregulator.gov.au.

5. Does your project have two or more proponents? (Required)

- i** An eligible offsets project may have multiple project proponents. For example, if the project land is owned by a couple or a group that jointly hold the right to undertake the project.
- i** If insufficient space, attach a separate sheet with the details. Clearly identify the nature of any additional documentation or information that you are supplying to support your answer to this question.

▶ Tick the appropriate response.

No Go to Part B

Yes Provide full name(s) and ROE number(s) of all other proponents.

Name(s) and ROE number(s)*	
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6. Have you been nominated as the nominee for the project? (Required)

- i** See 'Multiple proponents' for information about nominees on page 20.

▶ Tick the appropriate response.

No

Yes

i Please attach evidence that all of the project proponents have nominated you as the nominee for this project. Download the Multiple Proponent Nomination of Nominees form from www.cleanenergyregulator.gov.au.

QUESTION 6

Examples of suitable evidence include written consent from all project proponents and a completed Multiple Proponent Nomination of Nominee form. If you are an agent, you must provide written consent from the proponents you are representing.

**NO EXPLANATORY
NOTES**

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Part B: Project details

This part identifies the attributes of the proposed offsets project.

7. What is the project title? (Required)

- ① Consider incorporating a locality, property, business or other name to ensure the project title is unique. For example, Black Stump Environmental Planting Project

▶ Provide project title.

Project title	Wispa Environmental Planting Project
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8. Project location. (Required)

- ① A project may be made up of one or several project areas covering one or more land titles.

▶ Provide a brief description of the location of the project including local government area and street address.

Description	101 Ravensfield Lane, off Wollombi Road In Local Government area of Maitland NSW
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▶ For each land title covering or partially covering the project area or areas, provide either:

- 📎 A certified copy of each relevant land title.

or

The land title reference number(s) including, where applicable the block number, section number, volume, folio and edition.

- 📎 If insufficient space, attach a separate sheet with the details. Clearly identify the nature of any additional documentation or information that you are supplying to support your answer to this question.

Land title references	Lot 1 on Plan No. 123456 Volume 12345 Folio 123
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- ① Projects where estimates of abatement require determination of the size of the project area(s), must supply digital geospatial mapping information in accordance with the Carbon Farming Initiative Mapping Guidelines.
- ① Note: This requires digital geospatial data files to be attached or submitted electronically (e.g. email, CD, DVD or USB storage device) in support of this application that can be opened by GIS mapping software and that meet the requirements of the Carbon Farming Initiative Mapping Guidelines.
- ① The Carbon Farming Initiative Mapping Guidelines are available at www.climatechange.gov.au.
- ① List the geospatial information and files attached to this application.
- 📎 If insufficient space, attach a separate sheet with the details. Clearly identify the nature of any additional documentation or information that you are supplying to support your answer to this question.

▶ Provide digital geospatial mapping information in accordance with the Carbon Farming Initiative Mapping Guidelines.

Project area	WEP Project.DBF WEP Project.PRJ WEP Project.SHP WEP Project.SHX All electronic files attached in email.
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QUESTION 8

Please provide the exact information and a current land title. If you have multiple land titles please ensure it is clear which parcels of land the project infrastructure is located.

QUESTION 9

Projects without a nominated methodology determination cannot be assessed by the Clean Energy Regulator. Methodology determinations are developed by the Department of Industry, Innovation, Climate Change, Science, Research and Tertiary Education. Please do not provide the name of a draft methodology. The title of the methodology determination used for the eligible offsets project must be written in full. This is to avoid confusion when additional methodology determinations come into effect. The full title is the *Carbon Farming (Quantifying Carbon Sequestration by Permanent Environmental Plantings of Native Tree Species using the CFI Reforestation Modelling Tool) Methodology Determination 2012*.

QUESTION 10

If you back date your project you must have evidence that the project was undertaken in accordance with the legislation and you may be asked to provide the evidence prior to a decision being made on whether to issue the project with Australian carbon credit units.

QUESTION 11

Please ensure you have read the record keeping and monitoring requirements specific to your methodology determination and ensure you are able to demonstrate conformance. See Part 4 of the methodology determination for what you need to do.

QUESTION 12

Your project description is vital to assessing the eligibility of your project. A comprehensive description of your project addressing Parts 1.3 and 2 of the methodology determination will reduce the likelihood of requests for further information and delays in processing your application.

9. Which Carbon Farming Initiative methodology determination will your project use? (Required)

-  To be assessed as eligible, offsets projects must meet the requirements set out in the chosen Carbon Farming Initiative methodology determination.
-  Carbon Farming Initiative methodology determinations can be found at www.cleanenergyregulator.gov.au by searching for 'carbon farming methodology determination'.

▶ Provide the name of the Carbon Farming Initiative methodology determination relevant to the project.

Methodology determination	Carbon Farming (Quantifying Carbon Sequestration by Permanent Environmental Plantings of Native Tree Species using the CFI Reforestation Modelling Tool) Methodology Determination 2012.
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10. What start date do you want to nominate for your offsets project? (Required)

-  For the purposes of the Carbon Farming Initiative, projects cannot be eligible for activities that occurred earlier than 01/07/2010. Note that if your project is backdated, you will need to demonstrate that the project has been carried out in line with the legislation, regulations and the applicable methodology determination eligibility requirements from that date. If you do not nominate a start date, the date the project declaration is made will be the project start date for Carbon Farming Initiative purposes.

▶ Provide the nominated start date

Nominated Date	Day (dd)	Month (mm)	Year (yyyy)	
	23	05	2011	 Numbers only

11. Has your project been carried out in line with the applicable methodology determination from the date specified in the question above? (Required)

-  If your answer is yes, before claiming credits, the proponent must submit an offsets report and a reasonable assurance audit report for the reporting period that meets the requirements of the CFI Act, the regulations and relevant methodology determination.

▶ Tick the appropriate response.

N/A	<input type="checkbox"/>	Project is yet to be established
No	<input type="checkbox"/>	
Yes	<input checked="" type="checkbox"/>	

12. Describe your project. (Required)

-  If you are requesting backdating of your project, you should also address this question with respect to the backdated period. Eligible offsets projects must also comply with the rules for calculating the carbon dioxide equivalent net abatement amount for a project in relation to a reporting period (Part 3) and the monitoring, record-keeping and reporting requirements (Part 4) of the relevant methodology determination to receive Australian carbon credit units.
-  If insufficient space, attach a separate sheet with the details. Clearly identify the nature of any additional documentation or information that you are supplying to support your answer to this question.

▶ Describe how your project meets each of the eligibility requirements for an offsets project set out in Part 2 of the relevant methodology determination.

▶ Justify how your project complies with the circumstances or conditions that apply to the activity, technology or management practice set out in Part 1 under application, type or kind of project in the relevant methodology determination.

Project description and justification	<p>The Wispa Environmental Planting project complies with Part 1.3 of the Carbon Farming (Quantifying Carbon Sequestration by Permanent Environmental Plantings of Native Tree Species using the CFI Reforestation Modelling Tool) Methodology Determination 2012 by establishing a permanent environmental planting to return the landscape to its original condition following years of over-clearing, and over-grazing by livestock.</p> <p>The project area falls within the Hunter-Central Rivers Catchment where soil quality has deteriorated gradually because of clearing and grazing over many years. The permanent environmental planting aims to rectify the inherited issues and return biodiversity to the region as well as mitigate further soil erosion and soil salinity.</p> <p>The Wispa Environmental Planting project is in an area previously used for grazing. Grazing in the area occurred in the five years prior to the Wispa Environmental Planting project starting.</p>
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The project area is non-forested land and has not had any woody plants removed other than known weed species required to be cleared by law. The area of land set aside for the project is 5 hectares.

The project is a mix of native tree and understorey species local to the area planted and the region in which it is located. The planting was established by direct seeding using a seeding machine. Seed was obtained from the local nursery after consultation with the Hunter-Central Rivers Catchment Authority to determine the appropriate selection of native species. Seed was released in a continuous line with spacing of approximately 3 metres between each line. With the quantity of seed released and the line spacing, the project area has the potential to attain a crown cover of at least 20 per cent across the area of land; and a height of at least 2 metres. The species chosen for the project area are native to the region and include:

1. Spotted Gum (*Corymbia maculata*)
2. Broad-leaved Ironbark (*Eucalyptus fibrosa*)
3. Grey Gum (*Eucalyptus punctata*)
4. Turpentine (*Syncarpia glomulifera*)
5. Ball Honeymyrtle (*Melaleuca nodosa*)
6. Mauve Flax Lily (*Dianella revoluta*); and
7. Kangaroo Grass (*Themeda australis*)

Ripping and mounding was not used over more than 10 per cent of the project area for site preparation. According to the CFI Rainfall Map, the long-term average annual rainfall of the area is over 800 mm.

Since the project started, biomass from plants has not been removed from the project area for fire management, firewood or fencing. Grazing by livestock has not occurred, and will not occur in the project area.

The project area, including the carbon estimation areas, exclusion zones, boundaries of the project area and model point location, was determined as per the CFI Mapping Guidelines. Electronic files of the project area are provided with this application (via email).

QUESTION 13

Prescribed non-Carbon Farming Initiative offsets schemes include Greenhouse Friendly, Greenhouse Gas Reduction Scheme, Greenhouse Gas Abatement Scheme and the Verified Carbon Standard (see Carbon Farming Initiative Regulations 1.7). Other non-Carbon Farming Initiative offsets schemes are those that are not carried out under the CFI Act or Regulations and are not a prescribed non Carbon Farming Initiative scheme (see Carbon Farming Initiative Regulations 1.3). Companies or agencies that sell current or future carbon offsets, and the funds from which are used to help support the establishment of the project area, are considered to be non-Carbon Farming Initiatives offsets schemes.

QUESTION 14

If the project is not covered under a prescribed non-CFI offsets scheme but is covered under a non-CFI offsets scheme (i.e., 'other'), the name of the non-CFI offsets scheme is required.

QUESTION 15

In addition to providing the exact information and a current land title of the part of the project area (as per Q8) that is, or was, covered by an offset scheme, please provide digital geospatial mapping data of that part of the project area. The digital geospatial mapping data must be in an interchangeable digital format that can be opened by Geographic Information Systems mapping software, forwarded to the Clean Energy Regulator in electronic form (not hard-copy or pictures/images) and must include the project boundary and model point location. If your project is already established, the carbon estimation areas and exclusion zones must also be included in your digital geospatial mapping data. You can find links to the Carbon Farming Initiative Mapping Tool and guidelines for using the tool on the Methodology Determinations page on the Carbon Farming Initiative website www.cleanenergyregulator.gov.au/Carbon-Farming-Initiative.

13. Is, or was, your project completely or partly covered by a prescribed non-Carbon Farming Initiative offsets scheme or other non-Carbon Farming Initiative scheme? (Required)

▶ Tick the appropriate response.

No	<input checked="" type="checkbox"/>	Go to Question 19 ▾
Yes	<input type="checkbox"/>	If your project has previously been issued with carbon offsets credits under a non-Carbon Farming Initiative offsets scheme (whether or not the scheme is a prescribed non-Carbon Farming Initiative offsets scheme), or if the abatement generated by your project has been sold or otherwise accounted for under such a scheme (for example if abatement has been used to offset emissions elsewhere without credits having been issued), you must report any abatement credited or otherwise accounted for under the other scheme(s).

14. Which scheme(s) is, or was, your project covered by? (Required)

▶ Tick the appropriate response.

<input type="checkbox"/>	The Greenhouse Friendly Initiative
<input type="checkbox"/>	NSW Greenhouse Gas Reduction Scheme (GGAS)
<input type="checkbox"/>	ACT Greenhouse Gas Abatement Scheme (GGAS)
<input type="checkbox"/>	Verified Carbon Standard (VCS)
<input type="checkbox"/>	Other, please specify
Other	<input type="text"/>

15. If your project is, or was, partly covered by another scheme, and the project area varies from that of the proposed Carbon Farming Initiative project, identify, consistent with the information supplied for Question 8, the part of the project area covered by the other scheme. (Required)

▶ Provide details.

Details	<input type="text"/>
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16. Is your project either: (Required)

- a. a project that has been issued with credits under the other offsets scheme(s), or
- b. a project still eligible to be credited under the other offsets scheme(s)?

▶ Tick the appropriate response.

No	<input type="checkbox"/>	
Yes	<input type="checkbox"/>	You must attach evidence of the number of carbon credits that have been issued under the other offsets scheme(s) including the periods of time for which they were issued.

17. Is your project one that either: (Required)

- a. has had abatement sold or otherwise accounted for under the other offsets scheme(s), or
- b. will continue to be eligible to have abatement sold or otherwise accounted for under the other offsets scheme(s)?

▶ Tick the appropriate response.

No	<input type="checkbox"/>	You must attach evidence of: <ul style="list-style-type: none"> • the number of carbon credits that have been issued under the other offsets scheme(s) including the periods of time for which they were issued, and • the amount of abatement that, before an application was made under section 22 of the CFI Act for the project, had been sold or accounted for under the other offsets scheme(s).
Yes	<input type="checkbox"/>	

18. If your project is, or was, covered by Greenhouse Friendly or GGAS, are you requesting to transition your project to the Carbon Farming Initiative via a determination under section 95 of the CFI Act? (Required)

i Permanence obligations for sequestration projects created under Greenhouse Friendly or GGAS will be enforced through the Carbon Farming Initiative.

▶ Tick the appropriate response.

N/A	<input type="checkbox"/>	If you do not request a determination under section 95 of the CFI Act, your application cannot proceed.
No	<input type="checkbox"/>	
Yes	<input type="checkbox"/>	

i The project must meet the requirements set out in the chosen Carbon Farming Initiative methodology determination from the date the project is declared eligible by the Clean Energy Regulator.

19. Is there a current regional Natural Resource Management (NRM) plan that covers the location of your project? (Required, where one exists)

▶ Tick the appropriate response.

No	<input type="checkbox"/>	Go to Question 22 ▾
Yes	<input checked="" type="checkbox"/>	

20. Give details of the NRM plan that covers the location of your project. (Required)

i Regional NRM organisations are listed in Schedule 1 of the CFI Regulations at www.cleanenergyregulator.gov.au.

▶ Provide details of the NRM plan.

Name of NRM organisation*	Hunter-Central Rivers Catchment Management Authority		
Name of NRM plan*	Hunter-Central Rivers Catchment Action Plan		
Date of publication*	Day (dd)	Month (mm)	Year (yyyy)
	01	01	2007

i Numbers only

21. Is your project consistent with the NRM plan? (Required)

▶ Tick the appropriate response.

No	<input type="checkbox"/>
Yes	<input checked="" type="checkbox"/>

QUESTION 19

All regions in Australia are covered by a Natural Resource Management organisation. Natural Resource Management organisations are listed in Schedule 1 of the Carbon Farming Initiative Regulations at www.cleanenergyregulator.gov.au or you may wish to contact your local council for information. Details of current Natural Resource Management plans can be found at www.nrm.gov.au/about/regions/index.html.

QUESTION 20

Even if there is no Natural Resource Management plan a statement must be provided in regards to the project, e.g. *the project is not consistent because the Natural Resource Management Organisation has not published a Natural Resource Management plan.*

QUESTION 22

Regulatory approvals may differ between states/territories and for each Methodology Determination. It is recommended that you contact your local/state/territory government to determine if the activities planned for your project area requires regulatory approval. For example, in relation to water allocation, land management, native vegetation management, etc.

22. Is the project required to obtain any government regulatory approvals? (Required)

- ① The Clean Energy Regulator must be satisfied that the project has met all relevant Commonwealth, state and territory and local government approvals and licence requirements. This may include, but is not limited to, planning and development approvals, environmental approvals and water extraction licences.
- ① The Clean Energy Regulator may request further information or a copy of the approval.
- 📎 If insufficient space, attach a separate sheet with the details. Clearly identify the nature of any additional documentation or information that you are supplying to support your answer to this question.

▶ Tick the appropriate response.

No	<input checked="" type="checkbox"/>	Go to Question 24 ▾
Yes	<input type="checkbox"/>	① Provide details of any approvals required, the aspects of the project they relate to, the name of each regulatory authority responsible for issuing the approvals and where relevant, the date the approvals were issued.
Details		

23. Have all relevant regulatory approvals been obtained? (Required)

- ① If the relevant regulatory approvals to carry out the project have yet to be obtained, the Clean Energy Regulator can issue a declaration subject to the condition that all regulatory approvals must be obtained before the end of the reporting period. Once the necessary approvals have been obtained, the project proponent can apply to the Clean Energy Regulator to vary the declaration to remove the condition.
- 📎 If insufficient space, attach a separate sheet with the details. Clearly identify the nature of any additional documentation or information that you are supplying to support your answer to this question.

▶ Tick the appropriate response.

No	<input type="checkbox"/>	Which approvals are outstanding and what action has been taken to obtain them? List below.
Yes	<input type="checkbox"/>	
Details of Outstanding approvals		

24. Proposed end date for your first reporting period for the project. (Required)

- ① Offsets reports are the primary mechanism used by the Clean Energy Regulator to determine whether or not to issue credits for an eligible project.
- ① Project proponents can choose when to report on their project provided it is between 12 months and 5 years from the date their project is declared eligible (which may have been backdated to a date no earlier than 1 July 2010). In most cases an offsets report must be accompanied by an audit report prepared by a registered greenhouse gas and energy auditor, and must be submitted to the Clean Energy Regulator within 3 months of the end of a nominated reporting period. Project proponents may alter the proposed reporting period end date at any time by notifying the Clean Energy Regulator.

▶ Provide the date.

Date of publication	Day (dd)	Month (mm)	Year (yyyy)	
	01	07	2015	① Numbers only

25. Do you intend for this project to be a joint Implementation project? (Required)

- ① A Joint Implementation project is a project carried out by two developed countries in accordance with the relevant Kyoto rules.
- ① For more information see www.climatechange.gov.au

▶ Tick the appropriate response.

No	<input checked="" type="checkbox"/>	
Yes	<input type="checkbox"/>	

26. Is the project area, or any part of it, used, or to be used during the period of the project, to meet an obligation under a Commonwealth, State or Territory law to offset or compensate for an adverse impact of an action on vegetation? (Required)

- ① This includes projects under bio banking schemes or areas that are planted or protected to compensate for the clearing of native vegetation.
- 🔗 If insufficient space, attach a separate sheet with the details. Clearly identify the nature of any additional documentation or information that you are supplying to support your answer to this question.

▶ Tick the appropriate response.

No	<input checked="" type="checkbox"/>	
Yes	<input type="checkbox"/>	Provide detail below
Details		<div style="border: 1px solid black; height: 100px;"></div>

NO EXPLANATORY NOTES

**NO EXPLANATORY
NOTES**

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Part C: Legal rights and eligible interest holders

For sequestration projects, the project proponent must be the person with the exclusive legal right (carbon sequestration right) to benefit from carbon storage in the land. This could be through ownership of the project area or, in some states or territories this may involve a lesser interest in the land such as a forestry right. Holding the legal rights to implement a project does not automatically lead to the project being declared eligible.

QUESTION 27

Section 27 (4) (h) (vii) of the CFI Act states that for sequestration projects, the project proponent must hold the carbon sequestration right created under state and territory legislation for all the relevant project areas.

For the purposes of the CFI, a carbon sequestration right is the exclusive legal right to obtain the benefit (that is, carbon credits) of sequestration of carbon in the relevant vegetation or soil carbon pool on the relevant land. The carbon sequestration right is separate and additional to the requirement to obtain written consent to carry out the project from others with an eligible interest in the project area.

27. Do you have the legal right to carry out the project? (Required)

 Having the legal right may include more than having legal ownership of the project area, the contractual rights to carry out the project in the project area or the applicable carbon sequestration rights. You should consider seeking professional legal advice relevant for your circumstances before signing this form to ensure you have the legal right to carry out the project as required by the CFI Act.

▶ Tick the appropriate response.

No	<input type="checkbox"/>	 If you have not established your legal right to carry out the project, the project cannot be declared eligible for the Carbon Farming Initiative
Yes	<input checked="" type="checkbox"/>	

28. Indicate the categories that describe the project area(s) and the nature of the proponent's rights in relation to that land for the purpose of the project. (Required)

 You must attach written evidence that you hold the applicable carbon sequestration right for the project area.

For example, a copy of the:

- certificate or notice from the relevant Crown lands Minister or Commonwealth Minister
- relevant agreement such as a forestry agreement
- Native Title consent determination
- Indigenous Land Use Agreement

▶ The land is freehold land and the proponent is the:

<input checked="" type="checkbox"/>	registered landholder
<input type="checkbox"/>	holder of a registered carbon property or forestry right

▶ The land is Crown land and the proponent is the:

<input type="checkbox"/>	holder of a pastoral lease that includes the carbon sequestration right
<input type="checkbox"/>	government agency representing the Crown
<input type="checkbox"/>	holder of a carbon property or forestry right under the State or Territory law

▶ The land is:

a) **exclusive possession Native Title and the proponent is the:**

<input type="checkbox"/>	registered Native Title body corporate
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b) **covered by land rights legislation and the proponent is the:**

<input type="checkbox"/>	land rights holder, and
<input type="checkbox"/>	holder of the carbon sequestration rights

▶ For all other circumstances, please specify.

 If insufficient space, attach a separate sheet with the details. Clearly identify the nature of any additional documentation or information that you are supplying to support your answer to this question.

Details of other circumstances	
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NO EXPLANATORY NOTES

29. Have you obtained a completed Carbon Farming Initiative Eligible Interest Holder Consent form from all persons with an eligible interest in the land on which the project will occur? (Required)

 In order for this application to proceed, each person with an eligible interest in the land on which the project will occur is required to give written consent to this project application. To do this they must use the Carbon Farming Initiative Eligible Interest Holder Consent form which can be downloaded from www.cleanenergyregulator.gov.au or call 1300 553 542. The form lists examples of eligible interest holders for the different types of land tenure. For more detail see the CFI Act.

▶ Tick the appropriate response.

N/A	<input type="checkbox"/>	The project proponent is the only person with an eligible interest in the land
No	<input type="checkbox"/>	 If you have not obtained all necessary written consent forms your application cannot proceed.
Yes	<input checked="" type="checkbox"/>	 You must attach each of the completed forms to this application.

QUESTION 30

Please use the checklist to ensure you have provided all the additional documentation and information required.

Part D: Attachments and document checklist

30. Attachment confirmation checklist.

The following documents and information MUST be provided with this application (where relevant).

 *The Clean Energy Regulator WILL NOT accept original documents.*

▶ Tick the appropriate responses.

Question 1 – If you are an agent for the project proponent	<input checked="" type="checkbox"/>	Written evidence of this authorisation such as minuted meeting notes or signed letters from proponents (preferably on letterhead) or an agency agreement
Question 5 – If your project has multiple proponents and you are the nominee	<input type="checkbox"/>	Evidence that all of the project proponents have nominated you as the nominee for this project Download the Multiple Proponent Nomination of Nominees form from www.cleanenergyregulator.gov.au
Question 8 – in ALL cases	<input checked="" type="checkbox"/>	Digital geospatial data files for each project area that can be opened in GIS mapping software
Question 8 – if you have not supplied information about the relevant land titles at Question 8	<input checked="" type="checkbox"/>	A certified copy of all relevant land titles for the proposed project
Question 12 – if you needed more space to describe your project	<input checked="" type="checkbox"/> <input type="checkbox"/>	Additional description of the proposed project Additional documents to support your application (if applicable)
Question 16 – If you answered 'yes' to question 16 about your project being issued with credits under another offsets scheme or still being eligible to be credited under another offsets scheme	<input type="checkbox"/>	You must attach evidence of the number of carbon credits that have been issued under the other offsets scheme(s) including the period of time for which they were issued
Question 17 – If you answered Yes to Question 17 about your project having had abatement sold or otherwise accounted for under another offsets scheme or still being eligible to have abatement sold or otherwise accounted under another offsets scheme.	<input type="checkbox"/>	You must attach evidence of the number of credits that have been sold or otherwise accounted for under the other offsets scheme(s) including the periods of time for which they were generated
Questions 27 and 28 – in ALL cases	<input checked="" type="checkbox"/>	Written evidence that you hold the applicable carbon sequestration right for the project area(s)
	<input checked="" type="checkbox"/>	A completed Eligible Interest Holder Consent form from all persons with an eligible interest in the project area(s)
	<input type="checkbox"/>	Certificate or notice from the relevant Crown lands minister or Commonwealth Minister (where applicable)
	<input type="checkbox"/>	A copy of the Indigenous Land Use Agreement (where applicable)

NO EXPLANATORY NOTES

Part E: Declaration

This application must be signed by the project proponent or a person legally authorised to bind the project proponent.

Division 137 of the Criminal Code makes it an offence for a person to give information to a Commonwealth entity if the person providing the information knows that the information is false or misleading. The maximum penalty for such an offence is imprisonment up to 12 months.

31. Applicant's declaration. (Required)

- ▶ Confirm each item by ticking the checkbox
- ▶ Complete and sign the declaration
- ▶ Have a witness sign the declaration

By signing this request, the signatory declares that he/she has the legal capacity and authority to make this application on behalf of the project proponent named in this form, and declares and acknowledges for and on behalf of the project proponent, that:

<input checked="" type="checkbox"/>	all information provided in, or in relation to, this application (including attachments and any other supporting information) is, on the basis of reasonable inquiries, complete, true, and correct and not misleading by inclusion or omission.
<input checked="" type="checkbox"/>	the proposed offsets project meets all eligibility requirements under the <i>Carbon Credits (Carbon Farming Initiative) Act 2011</i> (the CFI Act), in particular subsection 27(4), and the Carbon Credits (Carbon Farming Initiative) Regulations 2011 (CFI Regulations), in particular regulation 3.1.
<input checked="" type="checkbox"/>	the provision of false or misleading information is a serious offence under the <i>Criminal Code Act 1995</i> and may have consequences under the CFI Act and other laws.
<input checked="" type="checkbox"/>	the project proponent understands and accepts the responsibilities of operating an eligible offsets project under the CFI Act (applicants are strongly encouraged to read the CFI Act and Regulations and other guidance materials including the Carbon Farming Initiative Handbook available at www.cleanenergyregulator.gov.au).
<input checked="" type="checkbox"/>	the project proponent has the power and authority to enter into and perform the requirements of an eligible offsets project and has obtained the written consent of all eligible interest holders.
<input checked="" type="checkbox"/>	any of the information provided in relation to this application may be copied, recorded, used or disclosed by the Clean Energy Regulator for the purpose of assessing and making a decision on the application, auditing compliance, enforcement of relevant laws and regulations and for related purposes subject to the requirements of relevant laws, in particular the Privacy Act 1988 and Part 3 of the Clean Energy Regulator Act 2011.
<input checked="" type="checkbox"/>	the project proponent authorises the Clean Energy Regulator to seek advice about their participation in other offsets scheme(s) from the administrator of the other offsets scheme(s), or if the scheme(s) are no longer in operation, from the Commonwealth, State or Territory agency with oversight.
<input checked="" type="checkbox"/>	the project proponent has the legal right to undertake this project.
<input checked="" type="checkbox"/>	the project proponent must also have the applicable carbon sequestration rights and have obtained the consent of all eligible interest holders (where eligible interest holders exist, competed eligible interest holder consent forms must be included with this application. The eligible interest holder form can be downloaded from www.cleanenergyregulator.gov.au).
<input checked="" type="checkbox"/>	the project proponent authorises the Clean Energy Regulator to seek advice from the relevant regulatory authority(ies) on any regulatory approvals pertaining to the project.
<input checked="" type="checkbox"/>	the project proponent understands that this declaration means that the sequestered carbon from an eligible offsets project must be maintained for 100 years, if not terminated earlier under the provisions of the CFI Act.
<input checked="" type="checkbox"/>	the project proponent understands that a carbon maintenance obligation may be placed over a project area or project areas during the term of the Carbon Farming Initiative project.

**NO EXPLANATORY
NOTES**

Signatory (Required)

Name *	Joe M Bloggs		
Signature *			
	Day (dd)	Month (mm)	Year (yyyy)
Signature date *	22	01	2013
	 Numbers only		
Position in applicant organisation	Proponent		

Witness (Required)

Name *	Mary J Bloggs		
Signature *			
	Day (dd)	Month (mm)	Year (yyyy)
Signature date *	22	01	2013
	 Numbers only		
Place *	101 Ravensfield Lane, Maitland NSW		

NO EXPLANATORY NOTES

Additional information

About the Carbon Farming Initiative

The Carbon Farming Initiative is a voluntary carbon offsets scheme that provides new economic opportunities for farmers and land managers who take steps to reduce carbon pollution or increase carbon storage on the land. Eligible offsets projects generate Australian carbon credit units that can be sold to other individuals and businesses wanting to offset their own greenhouse gas emissions.

The Carbon Farming Initiative is supported by the *Carbon Credits (Carbon Farming Initiative) Act 2011* (the CFI Act) and the *Carbon Credits (Carbon Farming Initiative) Regulations 2011* (CFI Regulations) and the *Australian National Registry of Emissions Units Act 2011*. Credits for abatement recognised under Australia's Kyoto accounts can be sold to companies with liabilities under the *Clean Energy Act 2011*.

Activities that can be undertaken as eligible offsets projects either reduce or avoid greenhouse gas emissions or store carbon. For example, through the capture and destruction of methane emissions from legacy landfill waste or livestock manure, or through the removal of carbon from the atmosphere and then storing it in soil or plants – such as by growing a forest. For a project to be an eligible offsets project under the Carbon Farming Initiative, the project proponent must have the legal right to carry out the project. Projects must also pass the Carbon Farming Initiative additionality test, meet the requirements set out in the Carbon Farming Initiative methodology determination, not be of a type on the negative list and meet certain other eligibility requirements. The Clean Energy Regulator may request further information to confirm that your project meets these requirements.

Eligible offsets projects that store carbon in soil or plants are known as sequestration offsets projects or sequestration projects. Sequestration projects have a unique set of eligibility criteria because the stored carbon can be released back to the atmosphere by man-made or natural events. In such circumstances, project proponents are obliged to re-establish carbon stores for which credits have been issued or to hand back an equivalent number and type of credits received for the project. However, credits do not have to be handed back if carbon stores are lost for reasons beyond the control of the project proponent (e.g. drought). To ensure carbon remains stored, the Clean Energy Regulator can issue a carbon maintenance obligation that 'runs with the land' and therefore applies to future land owners. For this reason, the project proponent must hold the exclusive legal right to the carbon stored on the project area and each person with an eligible interest in the land on which the project will occur, is required to give written consent to this application by completing a Carbon Farming Initiative Eligible Interest Holder Consent form, available at:

www.cleanenergyregulator.gov.au

Carbon Farming Initiative methodologies

Applications for a project to be declared eligible under the Carbon Farming Initiative may be submitted once a relevant Carbon Farming Initiative methodology determination is available. Links to the approved methodology determinations can be found at: www.cleanenergyregulator.gov.au

Backdating and crediting periods

In circumstances where a project is underway, applications for a project to be declared eligible can request that eligibility be backdated. Projects cannot be backdated to a day earlier than 1 July 2010. If you do not nominate a start date, the date the project declaration is made will be the project start date for Carbon Farming Initiative purposes. Projects can only be backdated if the application for the methodology was submitted to the Domestic Offsets Integrity Committee before 1 July 2012 and was finalised as a methodology determination under legislation by 30 June 2013.

For a project declaration to be backdated, the Clean Energy Regulator must be satisfied that the proposed project meets all the eligibility requirements of the legislation, regulations and the methodology determination in the period between 1 July 2010 (or other proposed start date) and the date that the declaration is made. If the Clean Energy Regulator is not satisfied that these eligibility requirements were met in this period, the declaration could still be made with prospective operation only.

If the project is assessed as eligible, the project declaration will set out the date from which the crediting period begins. The crediting period is the timeframe during which a project proponent can apply for Australian carbon credit units for the project. Credits are calculated according to the rules set out in the chosen methodology determination, and for sequestration projects, the reserve buffer in place at the time the project was declared eligible. For those sequestration projects affected by a prescribed non-Carbon Farming Initiative offsets scheme, unit entitlement is worked out using the formula set out in the Regulations.

NO EXPLANATORY NOTES

Before claiming credits, the proponent must submit an offsets report and an audit report for the project for the reporting period in accordance with the requirements of the CFI Act and regulations. To be eligible for Australian carbon credit units the prescribed audit report that you submit for a reporting period must provide either a reasonable assurance conclusion (clean) or a qualified reasonable assurance conclusion (qualified) for each of the matters audited.

Definitions

Person

A person means any of the following:

- A body corporate
- A trust
- A corporation sole
- A body politic
- A local governing body
- An individual

Project proponent

The project proponent is the person who is responsible for the offsets project, is a recognised offsets entity and who has the legal right to carry out the project.

Multiple project proponents

If the project has multiple proponents (for example, a partnership) a 'nominee' should be nominated to receive information relating to the project and make decisions on behalf of the multiple project proponents. A nominee acts on behalf of all of the project proponents for a project. A nominee must be appointed to open and manage the Australian National Registry of Emissions Unit account into which Australian carbon credit units from the project would be issued. No Australian carbon credit units can be issued in respect of a project unless a nomination is in force. This nomination should be provided by completing a Multiple Proponent Nomination of Nominees form, available at www.cleanenergyregulator.gov.au. A nomination can be revoked at any time by giving notice to the Clean Energy Regulator. You will need consent from all of the proponents to act on their behalf as their nominee.

Agents

A project proponent may elect to authorise another person or organisation to act on their behalf, as an agent, in relation to Carbon Farming Initiative. An agent can make or withdraw Carbon Farming Initiative applications, provide information in relation to an application or request and give notices or submissions with respect to the offsets project. An agent does not need to be a Recognised Offsets Entity or hold an account in the Registry and would not receive the Australian carbon credit units.

An agent is required to provide evidence of their authorisation. The Clean Energy Regulator must be satisfied that the agent has been authorised by the recognised offsets entity/project proponent and may request further information in this regard.

NO EXPLANATORY NOTES

Seeking legal advice

The Clean Energy Regulator provides guidance for general information purposes only. The information in this form and supplied by the Clean Energy Regulator should not be interpreted as independent professional advice. You should not rely solely on this information and should get professional legal advice relevant to your individual circumstances.

Privacy statement

The Clean Energy Regulator is bound by the Privacy Act 1988 and the secrecy provisions in the *Clean Energy Regulator Act 2011* (CER Act).

The Clean Energy Regulator is authorised under the *Carbon Credits (Carbon Farming Initiative) Act 2011* and the Carbon Credits (Carbon Farming Initiative) Regulations 2011 to ask for the information in this form.

Any information (including personal information) that is submitted as part of this form will be securely stored. The information may be used for the purposes of assessing and making a decision on the application, auditing compliance, enforcement of relevant laws and for related purposes. Information may be shared with other agencies, persons or organisations where necessary for these purposes and provided the disclosure is consistent with relevant laws, in particular the Privacy Act 1988 and Part 3 of the *Clean Energy Regulator Act 2011*.

The Clean Energy Regulator may also disclose information that is submitted as part of this form in discharging its obligation to publish certain information under Part 12 of the *Carbon Credits (Carbon Farming Initiative) Act 2011*

Accessibility disclaimer

Whilst the Clean Energy Regulator has worked to ensure this document is accessible, please contact us to obtain an alternative version if you are having difficulty, or you have specific accessibility needs.

Please call **1300 553 542** or email the name of the form and your needs to enquiries@cleanenergyregulator.gov.au

Submitting this form

Post your completed application with any accompanying documentation to:

**Carbon Farming Initiative
Clean Energy Regulator
GPO Box 621
Canberra ACT 2601**

Alternatively, email your scanned completed application to the Clean Energy Regulator at: cfi@cleanenergyregulator.gov.au.

If the email and its attachments (the application and supporting documents) are larger than 10MB, they must be sent using multiple emails that are clearly marked (i.e. by including an identifier: "1 of 3", "2 of 3", "3 of 3" in the subject/title). The signed application form must be saved as a single scanned file and not split into parts. Files may be zipped to reduce their size.

If submission occurs by email, the applicant is not required to send the original hardcopy of the application by post.

You may also submit your completed application by fax on 02 6159 7722, marked to the attention of the Clean Energy Regulator, Carbon Farming Initiative.

