



The Climate Trust

Project Information Document

Overview

This Project Information Document (PID) is intended for project applicants who have been invited to submit a detailed proposal to the Climate Trust.

A complete application will include the submission of:

- A complete Project Information Document
- Project Pro Forma and Financial Statements
- Unlocked Excel document including offset calculations

Standstill: After briefly reviewing this proposal, The Climate Trust will inform the project developers whether or not they have been selected for a detailed review. If selected, applicants will be required to sign a Standstill Agreement agreeing that they will not offer the offsets proposed in the application to any party during The Climate Trust's review process. A copy of the Standstill Agreement is included at the end of this document.

Confidentiality: If the project applicant needs to execute a confidentiality agreement with The Climate Trust prior to the release of all information requested, please contact our office at 503-238-1915.

Disclaimer

This Application is not an offer by The Climate Trust to purchase any rights, goods or services, and submission of project proposals does not create any rights whatsoever. The Climate Trust is free to accept or reject any project proposal. The Climate Trust and their directors, officers, agents, employees or assigns are not liable at law or at equity to any proposing entity or participant or any other party for any decision by any of them regarding submission, acceptance, rejection or modification of a proposal, or in any other connection with this Open Solicitation. All costs directly or indirectly related to preparation of a proposal or submission shall be the sole responsibility of, and shall be borne by, the developer of the project proposal.

I. General Information

Project Name	
Project Location	
Project Type	
Proposing Entity	

Total Project Cost:	\$0.00
Funding Requested from The Climate Trust:	
Offsets Generated Over Project Lifetime (metric tons of CO₂)	
Price Per Metric Ton of Carbon Dioxide Offsets:	!Zero Divide
Project Lifetime (years):	

Primary Proposing Entity Name			
Primary Contact's Name			
Mailing Address	Address		
	City		
	State	Zip Code	
Phone Number	() -		
Fax Number	() -		
Email Address			
Website URL	http://www.		

Other Proposing Entity Name			
Primary Contact's Name			
Mailing Address	Address		
	City		
	State	Zip Code	
Phone Number	() -		
Fax Number	() -		
Email Address			
Website URL	http://www.		

Certification of Accuracy	
<p>I am a duly authorized representative of the Proposing Entity. I certify that all the information provided in this proposal is true and accurate to the best of my knowledge and that if this proposal is selected for potential funding; the Proposing Entity is committed to negotiate in good faith. I understand that The Climate Trust may cease negotiations if the Proposing Entity materially changes this proposal at anytime.</p>	
Printed Name: _____	Date: _____
Signature: _____	

II. Project Description

Technical Description. Describe in detail the specific measures you are proposing to implement that will avoid, sequester, or displace greenhouse gas emissions. Please include sufficient technical specifications or details to allow The Climate Trust to conduct a detailed technical evaluation of the project.

Emission Reduction Description. Please describe how the mitigation measures that you propose to install avoid, sequester, or displace greenhouse gas emissions.

Location. Where will the project be implemented? Has a specific site been determined? If so, please describe. If selection of a site is part of implementing the project, how will a site be selected? What geographic constraints will be placed on the selection of sites?

Project Partners. Describe the organization(s) involved in implementing the project. Please include the type of organization, its primary areas of focus, its overall budget and staffing level, and how long it has been in operation.

Attachment: Please provide the proposing entity's most recent audited financial documents.

Experience of Project Partners. Describe the implementing organization's experience as it relates to this project. What staff and skills are available in your organization to successfully complete this project? Please identify any key personnel involved in the implementation and any potential competing uses for their time. Describe any relevant experience of the implementing organization(s) in completing similar projects or programs. Does the implementing organization(s) have any experience in implementing greenhouse gas offset projects?

Consultants. Will there be any outsourcing or subcontracting for any tasks in undertaking this project? If so, have you identified and/or contracted with other organizations or individuals to complete these tasks? Have you worked with these organizations or individuals on other prior projects? If not, how will you locate and contract for this work?

III. Implementation Timeline

Describe in detail the steps to implement the proposed mitigation measures.

What are the roles and responsibilities of the parties involved in implementation?

Provide a detailed schedule for implementation. Include when the project will

- attain necessary financing, permits and agreements;
- begin construction;
- reach commercial operation;
- deliver its first set of monitored and verified emission reductions.

How certain is the proposed time frame? What are the major schedule uncertainties?

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IV. Financing

Total Project Cost	\$1.00
Funding Requested from The Climate Trust	\$1.00
Other Sources of Funding	\$1.00

Project Costs. Provide a project funding plan which documents the project's projected annual cash flows, showing all anticipated project costs, revenues, and net revenues for the life of the project.

Attachment: Please electronically submit a copy of your project pro forma or funding plan in Excel format.

Describe the key assumptions that were used to determine each of the following (as applicable):

- Start-up costs
- Operating costs
- Maintenance costs
- Capital additions (retirements and replacements)
- Debt repayment
- Interest expense
- Taxes
- Project financing

Other Sources of Funding. Describe the amount and type of any additional funding sources for this project. Please provide information on the status of funding from potential additional sources.

Attachment: Please attach proof of committed funding, or if co-funding is not yet secured, attach letters of intent.

Carbon Payment Timing. When emission reductions are monitored and verified, they are "delivered" to The Climate Trust. The Climate Trust faces risk when it purchases emission reductions upfront which have not yet been delivered. This section is intended to allow project applicants to discuss different risk mitigation provisions.

Please select your desired timing of offset payments:

- Payment upon annual delivery of offsets (no payments upfront)

- Payment made upon project achieving commercial operation.¹ Seller to provide replacement tons or repayment in the event of under performance.
- Partial payment made prior to or upon project commercial operation with subsequent payments made upon annual delivery of offsets.

If the project is proposing up-front offset payments, what form of contract surety can be provided to address the risk of project non-performance?

If the project is proposing progress payments, what are the assumed project milestones when payments will be made?

If the project is proposing payment upon delivery of GHG offsets, what is the schedule of delivery?

What security can be offered in exchange for its payments? What guarantees will be provided to assure that the proposed credits will be delivered?

¹ Commercial operation is defined as installation and operation of GHG reduction measures. For the purposes of forestry-based projects, this could mean trees have achieved free-to-grow status.

V. Risks

Please complete the risk assessment table below:

Risk Factor	High	Medium	Low	None
Construction risk	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Market risk (prices, demand, etc.)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Interest rate risk	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Tax risk	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Operating performance risk	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Renewable resource risk	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Fuel supply risk	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Technology performance risk	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Product supply risk	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Identifying project participants risk	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Ongoing commitment of host risk	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Regulatory risk	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Credit ownership risk	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Environmental opposition risk	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>Force majeure</i> risk (fire, disease, weather)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Staffing, consultant, and partner risk	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Financing/matching funds risk	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Describe all risks that were rated high or medium and discuss risk mitigation actions you plan to implement. Describe any risk mitigation actions that you have considered and decided not to implement.

VI. Emission Reduction Quantification

Baseline Case

Often called the without-project case or the business-as-usual case, the Baseline Case is what is most likely to occur in the absence of the project. What is the proposed project's baseline case?

Does the baseline case assume that current conditions would be unchanged for the lifetime of the project? If so, please provide support for the claim.

Can an argument be made that other measures will be implemented in the absence of the project (e.g. if a project is proposing the replacement of a piece of equipment that is near the end of its projected lifetime, the baseline case would most likely not be the continued use of the equipment; it would be the most commonly used replacement technology.) If so, what would likely occur in the absence of the project?

Project Case

What will be the sources of greenhouse gas emissions associated with the project?

How will these sources of emissions be measured, monitored and/or quantified?

Emission Reductions

Please provide detailed annual (year-by-year) calculations for the quantification of the greenhouse gas offsets generated by the project. Calculate the project's greenhouse gas offsets as the difference between the greenhouse gas emissions of the Baseline Case and the Project Case. Provide references for all data used. Provide detailed calculations on how the baseline case was quantified. The Climate Trust's emission factors are on-line at

[http://www.climatetrust.org/solicitations Open Metrics.php](http://www.climatetrust.org/solicitations/Open_Metrics.php).

Attachment: Please include an unlocked spreadsheet showing the offset calculations.

Describe the uncertainties involved in any of the calculations. Which variables are most likely to change?

VII. Additionality

Describe why this project would not otherwise proceed without offset project funding. Provide enough detail to demonstrate that the project would not be expected to occur in absence of offset project funding. Please attach all financial documents which demonstrate that the project cannot be implemented without selling its emission reductions.

Describe the barriers to implementation that are addressed with offset funding.

If The Climate Trust's funding is a minority of overall project funding, please describe how the offset funding is important or essential to the implementation of this project.

If the proposed mitigation measures yield a positive rate of return, describe the market barriers which prevent widespread adoption of the measures, and how this project addresses these barriers.

Are there any existing legal or regulatory requirements prompting initiation of this project? If yes, describe.

Are there any anticipated changes in legal or regulatory requirements that are prompting the initiation of this project? If yes, describe.

VIII. Ownership of Credits

The Climate Trust will claim clear and uncontested title to the emission reductions that result from your project through contractual assignment. However, as the seller of the offset credit, the applicant must demonstrate no other entity could potentially claim ownership of the emission reductions being sold to The Climate Trust. Please attach any evidence that the applicant has the rights to claim ownership and sell the greenhouse gas offsets contained in this proposal.

Are there other entities that might have an ownership claim on the emission reductions? Have all the organizations involved in the project waived their rights to the emission reductions?

If there are other entities providing equity or debt financing for the project, have they agreed to waive their rights to the project's emission reductions? If so please, provide documentation.

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IX. Monitoring and Verification Costs

The Climate Trust requires that all projects have a process or system in place to quantify, monitor, and verify that the GHG offsets have occurred. Describe the monitoring and verification plan (M&V Plan) for the project. Demonstrate that these costs are built into the business plan of the project.

How will the performance of the measures be monitored and quantified?

How will the implementation of the mitigation measures be verified?

Provide a detailed budget of the M&V Plan.

If there are potential sources of leakage of emissions (i.e. the project results in an increase in emissions outside the project boundary), how will these sources of leakage be monitored?

X. Co-Benefits

Other than the greenhouse gas emission reductions, would the project have any other significant environmental, economic or social impacts, either positive or negative? Describe.

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Standstill Agreement

The Climate Trust Standstill Agreement

This is an agreement dated _____, 2009 (Effective Date) by and between _____ ("Prospective Seller") and The Climate Trust.

The Climate Trust has invited Prospective Seller to submit a Phase II Project Information Document, and in response thereto Prospective Seller has submitted a proposal (the "Proposal").

The Climate Trust will expend substantial resources in reviewing the Proposal and will do so in reliance on this Standstill Agreement.

Therefore, Prospective Seller agrees with The Climate Trust as follows. Until such time that either

1. The Climate Trust has informed Prospective Seller that the Proposal has been rejected, or
2. The Climate Trust has terminated negotiations with Prospective Seller, or
3. Six months from the Effective Date have passed and the Prospective Seller has not been invited to enter contract negotiations with The Climate Trust.

Prospective Seller will not, directly or indirectly, through any representative or otherwise, solicit or entertain offers from, negotiate with or in any manner encourage, discuss, accept, or consider any proposal of any other person or entity relating to the sale by Prospective Seller of any part of the greenhouse gas offsets described in the Proposal.

Prospective Seller will not withdraw the Proposal or modify it so that it is materially less favorable to The Climate Trust, causing The Climate Trust to reject the Proposal or terminate negotiations.

If Prospective Seller breaches any of the agreements described above, in whole or in part, Prospective Seller will, upon demand, pay The Climate Trust the sum of 2% of the total proposed cost of greenhouse gas offsets contained in the Proposal, as liquidated damages, and upon payment of such sum Prospective Seller shall have no further liability hereunder.

Signed _____ Date _____

Title _____ Organization _____