



## 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 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 sequestration 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 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 have not 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 the [Carbon Farming Initiative forms](#)<sup>1</sup> page of the Clean Energy Regulator website. Once you complete and submit the Application for Recognition as an Offsets Entity form, you will be provided with a recognised offsets entity application 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.

<sup>1</sup> <http://www.cleanenergyregulator.gov.au/Carbon-Farming-Initiative/Forms-and-calculators/Pages/default.aspx>

To learn more about the steps involved in participating in the [Carbon Farming Initiative](#)<sup>2</sup>, including your obligations under this initiative, please visit the Clean Energy Regulator website.

**Pen colours**

When writing on the form please use a **black** or **blue** pen.

**Check boxes**

Mark relevant boxes like this  with a ✓ or ✗. When an instruction indicates ‘tick’, either ✓ or ✗ is acceptable.

**Go to**

Where you see an instruction like this –  **Go to question 5** – mark the box with a ✓ or ✗ and then go 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 (If applicable) are added to the end of the question label text.

**Mandatory fields**

\* This symbol indicates individual mandatory fields that are required to be completed.



This symbol indicates 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.

**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 this 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](mailto:enquiries@cleanenergyregulator.gov.au).

<sup>2</sup> <http://www.cleanenergyregulator.gov.au/Carbon-Farming-Initiative/Pages/default.aspx>

## Part A: Applicant details

### 1. 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 (ROE number) (i.e. 201\*\*\*). **Please note that the Australian National Registry of Emissions Units (ANREU) account number (i.e. AU - \*\*\*) is not the ROE number.**

- ▶ Provide the ROE number.

ROE number*	
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### 2. Name and contact details of the project proponent (Required)

- i** Individuals and sole traders should complete question 2a
- i** Non-individuals should complete question 2b
- i** Individual and non-individuals who want to nominate an agent to act on their behalf must also complete question 6

#### 2a) Proponent's details – individuals including sole traders

- ▶ 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 type="checkbox"/>	Ms
Other		

- ▶ Add full name details below.

Given name *	
Middle name(s)	
Family name *	

- ▶ For sole traders. (if applicable)

Trading name*	
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- ▶ Provide the contact details of the project proponent.

Phone number*	
Email address*	

- ▶ Provide the mailing address of the project proponent.

Address*			
Suburb/City*		State*	
Country*		Postcode*	

2b) **Proponent’s details – non-individual**

- ▶ Name of the body corporate, trust, corporation sole, body politic or local governing body. (If applicable)

Name *	
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**i** You must provide one of the following: ABN, ACN or ARBN.

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

ACN	
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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	
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3. **Name and contact details of the contact person for the organisation as stated in question 2b** (If applicable)

- ▶ 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 type="checkbox"/> Ms
Other	

- ▶ Add full name details below.

Given name *	
Middle name(s)	
Family name *	



- ▶ Provide the contact details of the organisations contact person.

Phone number*	
Email address*	

- ▶ Provide the mailing address of the organisations contact person.

Address*			
Suburb/City*		State*	
Country*		Postcode*	

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

-  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.
-  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 question 6 ▶▶.

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


Name(s) and ROE number(s)*	
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5. Have you been nominated as the nominee for the project? (If applicable)

-  See 'Multiple proponents' for information about nominees on page 18.


▶ Tick the appropriate response.

No   Provide the name and ROE number of the nominated nominee below ▼.

Yes   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](http://www.cleanenergyregulator.gov.au).

Nominated nominee and ROE number*	
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6. Does the project proponent / nominated nominee want to nominate an agent to act on their behalf? (Required)

-  Agents will need to provide written evidence of authorisation from the project proponent. The Clean Energy Regulator may request further evidence if required.



-  For the definition of an Agent, see definitions on Page 18.

▶ Tick the appropriate response.

No  Go To Question 9 ▶▶

Yes

7. Name and contact details of the agent (If applicable)

-  Agents – Individual and sole traders should complete sub question 7a.
-  Agents – Non-individual should complete sub question 7b.

7a) Agent's details – Individual including sole traders

▶ 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 type="checkbox"/> Ms
Other	

▶ Add full name details below.

Given name *	
Middle name(s)	
Family name *	

▶ For sole traders. (If applicable)

Trading name*	
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▶ Provide the contact details of the agent.

Phone number*	
Email address*	

▶ Provide the mailing address of the agent.

Address*			
Suburb/City*		State*	
Country*		Postcode*	

**7b) Agent’s details – non-individual** (If applicable)

▶ Name of the body corporate, trustee, corporation sole, body politic or local governing body.

Name *	
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*ⓘ You must provide one of the following: ABN, ACN or ARBN.*

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

ACN	
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*ⓘ If the eligible person does not have an ABN or an ACN, please provide the eligible person’s ARBN.*

ARBN	
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**8. Name of the contact person for the organisation stated in question 7b** (If applicable)

▶ 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 type="checkbox"/> Ms
Other	

▶ Add full name details below.

Given name *			
Middle name(s)			
Family name *			

▶ Provide the contact details for the organisations contact person.

Phone number*			
Email address*			


▶ Provide the mailing address for the organisations contact person.

Address*			
Suburb/City*		State*	
Country*		Postcode*	

## Part B: Project details

This part identifies the attributes of the proposed offsets project.


### 9. What is the project title? (Required)

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


- ▶ Provide project name.

Project name*	
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### 10. Where is the project area? (Required)

-  A project may include several project areas, with these areas covering one or more land titles. Provide a description of the area of the project including local government area and street address (where applicable).

-  If the project area is on exclusive native land title land, provide the name of the federal court determination below.

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


Details*	
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### 11. For each land title covering or partially covering the project area or areas, provide either: (Required)

-  a certified copy of each relevant land title

**or**

the land title reference number(s) including, where applicable the state/territory, 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 *	
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### 12. List the geospatial information and files attached to this application. (Required)

-  Geospatial files must clearly show your project area.

-  Projects that require the size of the project area(s) to be determined so that abatement can be estimated must supply digital geospatial mapping information in accordance with the Carbon Farming Initiative Mapping Guidelines.

-  The Carbon Farming Initiative Mapping Guidelines are available at [www.climatechange.gov.au](http://www.climatechange.gov.au).



-  This requires digital geospatial data files that can be opened by GIS mapping software, such as CMT (CFI Mapping tool), ESRI or Mapinfo, and that meet the requirements of the Carbon Farming Initiative Mapping Guidelines to be attached or submitted electronically (e.g. email, CD, DVD or USB storage device) in support of 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.

Geospatial information*	
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13. 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](http://www.cleanenergyregulator.gov.au) by searching for 'carbon farming methodology determination'.

- ▶ Provide the full name (version and commencement date (see Part 1)) of the Carbon Farming Initiative methodology determination relevant to the project.

Methodology determination *	
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14. What start date do you want to nominate for your offsets project? (If applicable)

-  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.

	Day (dd)	Month (mm)	Year (yyyy)
Nominated date			

15. If you have specified above an earlier date on which the declaration takes effect, has your project been carried out in line with the applicable methodology determination from the date specified in the question above? (If applicable)

-  For the purposes of the Carbon Farming Initiative, offsets projects cannot be declared eligible 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 applicable methodology determination from that date.


- ▶ Tick the appropriate response.


N/A   Project is yet to be established

No

Yes

16. Describe your project (Required)




-  If you are requesting backdating of your project, you should also answer 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.

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

Project description and justification *	
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**17. Does your project require any government regulatory approvals? (Required)**

-  *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.*
-  *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   *Explain why the project does not require government regulatory approvals below ▼. Then go to question 19▶▶.*


Yes   *Provide details of any regulatory 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*	
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**18. Have all relevant regulatory approvals been obtained for your project? (Required)**

-  *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   *Which regulatory approvals are outstanding and what action has been taken, or will be taken, by the applicant to obtain them? Provide details below ▼.*

Yes

Details of outstanding approvals*	
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**19. Proposed end date for your first reporting period for the project (Required)**

-  *Offsets reports are the primary mechanism used by the Clean Energy Regulator to determine whether or not to issue Australian carbon credit units for an eligible project.*
-  *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.

	Day (dd)	Month (mm)	Year (yyyy)
Reporting period end date			


20. **Is or was the project required to be carried out by or under a law of the Commonwealth, a state or a territory?**  
(Required)


▶ Tick the appropriate response.

No

Yes

21. **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)

 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

Yes   Provide details below ▼.

Details*	
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22. **Is the project area or any part of it being carried out, or intended to be carried out, to meet an obligation under an environmental licence or condition entered into with a Commonwealth, state, territory or local governing body?**  
(Required)

 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.

 If you tick yes, please provide a copy of the environmental licence and/or condition with your application and/or, the title, reference/statement number and the effective date of the environmental licence or condition.

▶ Tick the appropriate response.

No

Yes   Provide details below ▼.

Details*	
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23. **Is the project area or any part of it being carried out, or intended to be carried out, by or under a forestry managed investment scheme?** (Required)

▶ Tick the appropriate response.

No

Yes  ⓘ Which forestry managed investment scheme, *provide details below* ▼.

Details*	
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24. **Is there a current regional Natural Resource Management (NRM) plan that covers the location of your project?** (Required)

▶ Tick the appropriate response.

No  Go to question 27 ▶▶

Yes

25. **Give details of the NRM plan that covers the location of your project** (If applicable)

ⓘ *Regional NRM organisations are listed in Schedule 1 of the Carbon Credits (CFI) Regulations 2011 (the CFI Regulations) at [www.cleanenergyregulator.gov.au](http://www.cleanenergyregulator.gov.au).*

▶ Provide details of the NRM plan.

Name of NRM organisation			
Name of NRM plan			
	Day (dd)	Month (mm)	Year (yyyy)
Date of publication			

26. **Is your project consistent with the NRM plan?** (If applicable)

▶ Tick the appropriate response.

No

Yes

27. **Do you intend for this project to be a joint implementation project?** (Required)

ⓘ *A joint implementation project is a project carried out by two developed countries in accordance with the relevant Kyoto rules. See [www.climatechange.gov.au](http://www.climatechange.gov.au)*

ⓘ *You must notify the Clean Energy Regulator when the project becomes a joint implementation project.*

▶ Tick the appropriate response.

No

Yes

## 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.

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

**i** 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  **i** If you have not established your legal right to carry out the project to the satisfaction of the Clean Energy Regulator, the project cannot be declared eligible for the Carbon Farming Initiative

Yes

### 29. 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)

**i** The Clean Energy Regulator may request 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
- Certificate of title

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

registered landholder

holder of a registered carbon property or forestry right

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

holder of a pastoral lease that includes the carbon sequestration right

government agency representing the Crown

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:

registered Native Title body corporate

#### b) covered by land rights legislation and the proponent is the:

land rights holder


holder of the carbon sequestration rights

▶ For all other circumstances, please specify.

**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.

Details of other circumstances

30. **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](http://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  **The project proponent is the only person with an eligible interest in the land**

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No   *If you have not obtained all necessary written consent forms your application cannot proceed.*

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Yes   *You must attach each of the completed forms to this application.*

## Part D: Attachments and document checklist

### 31. 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 that the appropriate documents have been attached (where relevant).

Question 4 – if you needed more space to list the multiple project proponents	<input type="checkbox"/>	Additional information for the proposed project
	<input type="checkbox"/>	Additional documents to support your application (if applicable)
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 <a href="http://www.cleanenergyregulator.gov.au">www.cleanenergyregulator.gov.au</a>
Question 6 – If the project proponent/nominated nominee has appointed an agent	<input 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 10 – if you needed more space to describe where the additional project area is located	<input type="checkbox"/>	Additional description of the proposed project (if applicable)
	<input type="checkbox"/>	Additional documents to support your application (if applicable)
Question 11 – if you have not supplied information about the relevant land titles	<input type="checkbox"/>	A certified copy of all relevant land titles for the proposed project
Question 11 – if you needed more space	<input type="checkbox"/>	Additional description of the proposed project (if applicable)
	<input type="checkbox"/>	Additional documents to support your application (if applicable)
Question 12 – geospatial information	<input type="checkbox"/>	For each project area digital geospatial data files that can be opened in GIS mapping software
Question 12 – if you needed more space	<input type="checkbox"/>	Additional description of the proposed project (if applicable)
	<input type="checkbox"/>	Additional documents to support your application (if applicable)
Question 16 – if you needed more space to describe your project	<input type="checkbox"/>	Additional description of the proposed project (if applicable)
	<input type="checkbox"/>	Additional documents to support your application (if applicable)
Question 17 – if you needed more space to provide details of any approvals required	<input type="checkbox"/>	Additional description of the proposed project (if applicable)
	<input type="checkbox"/>	Additional documents to support your application (if applicable)
Question 18 – if you needed more space to describe which approvals are outstanding	<input type="checkbox"/>	Additional description of the proposed project (if applicable)
	<input type="checkbox"/>	Additional documents to support your application (if applicable)
Question 21 – if you needed more space to describe how your projects meets obligation/s under a Commonwealth, state or territory law to offset or compensate for an adverse impact of an action on vegetation	<input type="checkbox"/>	Additional description of the proposed project (if applicable)
	<input type="checkbox"/>	Additional documents to support your application (if applicable)
Question 22 – If you answered ‘yes’ to question 22 about the project area or any part of it being carried out, or intended to be carried out, to meet an obligation under an environmental licence or condition entered into with a Commonwealth, state, territory or local governing body.	<input type="checkbox"/>	Evidence of the environmental licence and/or condition with your application and/or, the title, reference/statement number and the effective date of the environmental licence or condition.
Questions 29 and 30 – in ALL cases	<input type="checkbox"/>	confirmation that you hold the applicable carbon sequestration right for the project area(s)
	<input type="checkbox"/>	A completed Eligible Interest Holder Consent form from all persons with an eligible interest in the project area(s)

## Part E: Declaration

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

Part 7.4 of the *Criminal Code Act 1995* makes it an offence for a person to give information or documentation to a Commonwealth entity if the person providing the information or documentation knows that the information or documentation is false or misleading. The maximum penalty for such an offence is imprisonment up to 12 months.

### 32. Applicant's declaration. (Required)

- ▶ Complete and 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:

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.

the information contained in and accompanying this application meets the requirements under Regulation 3.1 of the CFI Regulations.

each of the requirements mentioned in subsection 27(4) of the CFI Act have been met.

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](http://www.cleanenergyregulator.gov.au)).

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.

the project proponent authorises the Clean Energy Regulator to copy, record, use or disclose any of the information provided in relation to this application 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*.

the project proponent authorises the Clean Energy Regulator to seek personal and other information 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 of the scheme(s).

the project proponent has the legal right to undertake this project.

the project proponent has the applicable carbon sequestration rights and has obtained the consent of all eligible interest holders (where eligible interest holders exist, completed eligible interest holder consent forms must be included with this application. The eligible interest holder form can be downloaded from [www.cleanenergyregulator.gov.au](http://www.cleanenergyregulator.gov.au)).

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.

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.

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.

### Signatory (Required)

Name *			
Signature *			
Signature date *	Day (dd)	Month (mm)	Year (yyyy)
Position in applicant organisation			



## 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* (the 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 on the [Carbon Farming Initiative forms](#)<sup>3</sup> page of the Clean Energy Regulator website.

### Calculating the estimated relinquishment of Australian carbon credit units

If the removal of a sequestration project area contains a carbon estimation area, applicants may be required to relinquish the Australian carbon credit units (ACCUs) accumulated by the area that is to be removed. To calculate the estimated number of ACCUs required to be relinquished you must use the [Reforestation Mapping Tool](#)<sup>4</sup>, recalculate the number of ACCUs accumulated by the proposed carbon estimation area and subtract the number of ACCUs accumulated by the current carbon estimation area.

### Backdating and crediting periods

In circumstances where a project is underway, applicants 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 conforms to the applicable 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 this is the case, the declaration could still be made with prospective operation only.

<sup>3</sup> <http://www.cleanenergyregulator.gov.au/Carbon-Farming-Initiative/Pages/default.aspx>

<sup>4</sup> <http://ncat.climatechange.gov.au/cfirefor/>

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-CFI offsets scheme, unit entitlement is worked out using the formula set out in the CFI Regulations.

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:

- an individual
- a body corporate
- a trust
- a corporation sole
- a body politic
- a local governing body, or

### Project proponent

The 'project proponent' is the person who is responsible for carrying out the offsets project, and has the legal right to carry out the project.

If the project is a sequestration project the proponent must hold the applicable carbon sequestration right.

### 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 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 on the [Carbon Farming Initiative forms](#)<sup>5</sup> page of the Clean Energy Regulator website. 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.

<sup>5</sup> <http://www.cleanenergyregulator.gov.au/Carbon-Farming-Initiative/Forms-and-calculators/Pages/default.aspx>

## 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.

## Protection of information

The Clean Energy Regulator is bound by the secrecy provisions of Part 3 of the *Clean Energy Regulator Act 2011* (CER Act) in regard to information it collects in relation to this application and also by the *Privacy Act 1988* in regard to personal information it collects.

## Privacy notice

'Personal information' is defined in the *Privacy Act 1988* to mean information or an opinion about an identified individual, or an individual who is reasonably identifiable:

- (a) whether the information or opinion is true or not; and
- (b) whether the information or opinion is recorded in a material form or not.

The collection of personal information relating to this application is authorised by the *Carbon Credits (Carbon Farming Initiative) Act 2011* (CFI Act) and the *Carbon Credits (Carbon Farming Initiative) Regulations 2011*.

Personal information collected in relation to this application will be used for the purposes of assessing the application, auditing compliance, enforcement of relevant laws and regulations and for related purposes. We cannot process the application if we do not collect relevant personal information.

The Clean Energy Regulator's Privacy Policy contains information about the agency's procedures for handling personal information including how a person can access their personal information held by the agency, and how to seek correction of such information. The Privacy Policy also contains information about how to complain about a breach of the Australian Privacy Principles.

The Clean Energy Regulator's Privacy Policy can be found at [www.cleanenergyregulator.gov.au](http://www.cleanenergyregulator.gov.au).

## 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](mailto:enquiries@cleanenergyregulator.gov.au)

## Disclosure of Information

The Clean Energy Regulator is only able to disclose information relating to this application (including personal information) in accordance with the CER Act, the CFI Act, the *Privacy Act 1988* or as otherwise required by law.

The circumstances in which such information may be disclosed include:

- Disclosure to other agencies, persons or organisations to enable the verification of information contained in the application;
- Disclosure to the Secretary or authorised officer of a Department for the purpose of administering a program or collecting statistics relating to greenhouse gas emissions, energy consumption or energy production;
- Disclosure to certain agencies, bodies or persons where the Regulator is satisfied that disclosure will enable or assist those agencies, bodies or persons to perform or exercise their functions or powers, including the Australian Securities and Investments Commission, the Australian Competition and Consumer Commission and the Commissioner of Taxation; and
- Disclosure for the purposes of law enforcement.

**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](mailto: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 3112, marked to the attention of the Clean Energy Regulator, Carbon Farming Initiative.