



## City Forest Credits Carbon Preservation Project Application

*Note to applicants: The project application will be posted on the Carbon Project Registry on the project page so it should not include any confidential information. Submit a draft application in word format to City Forest Credits before signing the final version. Include a map of the project area with application.*

### **1. Project Name**

*For example: Sandy Cross Forest Preservation*

### **2. Project Type**

Preservation

### **3. Project Location**

*Project must be in or adjacent to one of the following. Describe which one of the criteria the project meets and provide name of city, town, or jurisdiction where project is located.*

- *“Urban Area” per Census Bureau maps; see <https://www.census.gov/geographies/reference-maps/2010/geo/2010-census-urban-areas.html>*
- *An incorporated or unincorporated city or town*
- *A planning area for a regional metropolitan planning agency or entity*
- *Land owned, designated, and used by a municipal or quasi-municipal entity for source water or watershed protection*
- *A transportation or utility right of way through one of above*

### **4. Project Operator**

*Provide name of organization/entity, and contact information*

*Organization/Entity:*

*Address:*

*City:*

*State:*

*Zip:*

*Contact(s):*

*Phone:*

*Email:*

**5. Project Description**

*Provide short narrative of the overall project goals, project acreage, land ownership, forest characteristics, and land use/zoning*

**6. Project Impacts**

*Provide short narrative of the impacts this project will achieve. Examples include how the project addresses increased access to green spaces for under-resourced communities, flood control, watershed protection, human health benefits, recreation or bird and wildlife habitat.*

**7. Additional Information**

*Provide additional information about your project. Examples include collaboration with other partners or how this project fits into a larger effort.*

Signed on [insert month and date] in 2023, by [insert name and title of person authorized to sign], for [insert Project Operator name].

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Phone

\_\_\_\_\_  
Email



**[Insert Project Name]**  
**Project Design Document**

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## INSTRUCTIONS

*Project Operators must complete and submit this Project Design Document (PDD) to request credits. City Forest Credits (CFC) then reviews this PDD as part of the validation process along with all other required project documents. An approved third-party verifier then does an independent check of all documents and compliance with the Protocol known as verification.*

*The Protocol Requirements below are a list of eligibility requirements for informational purposes which are also found in more detail in the CFC Tree Preservation Protocol Version 12.40, dated February 7, 2023.*

*Project Operators should enter data and supporting attachments starting on page 3 under Project Overview where you find “[Enter text here]” as thoroughly as possible and provide numbered attachments for maps and other documentation (ex: 1 – Regional Map). Keep all instructions in the document.*

*Below is a list of documents that are needed to complete a successful project:*

- *Geospatial Location Map*
- *Regional Map*
- *Project Area Map*
- *Proof of Land Ownership or Agreement to Transfer Credits*
- *Preservation Commitment*
- *Land Use Regulations*
- *Land Use/Zoning Map*
- *Overlay Zones or Restrictions*
- *Threat of Loss Demonstration*
- *Attestation of No Double Counting and No Net Harm*
- *Attestation of Additionality*
- *Carbon Quantification Calculator*
- *iTree Report and raw data*
- *Forest Composition Report*
- *Forest Age Imagery*
- *Stand Map*
- *CoBenefit Quantification Calculator*
- *Social Impacts*

## PROJECT OVERVIEW

**Project Name:** [Enter text here]

**Project Number:** [Enter number here from Project Implementation Agreement]

**Project Type:** Preservation Project (under the Tree Preservation Protocol – version 12.40, dated February 7, 2023)

**Project Start Date:** [Enter date Preservation Commitment document was recorded]

**Project Location:** [Enter name of city, town, or jurisdiction, State]

**Project Operator Name:** [Enter text here]

**Project Operator Contact Information:** [Enter name, title, phone number and email address for Project Operator contact person]

### Project Description:

*Describe overall project details and goals as summarized in application. Include information about where the Project is located, Project Area acreage and other relevant background. If the Project Area is part of a larger program or preservation effort, include one sentence with more information (2 paragraphs).*

[Enter text here]

## DEFINING THE PROJECT AREA (Section 1.3 and 1.4)

### Project Area Location

*Describe the city, town, or jurisdiction where the Project is located. State which urban location criteria is met from Protocol Section 1.3.*

[Enter text here]

### Project Area Parcel Information

*List parcel(s) in the Project Area.*

Municipality	Parcel Number	Notes <i>Include total acres and acres included in Project Area</i>
<i>Ex. Smithsburg</i>	<i>02-300-15-015</i>	<i>Portion of parcel included – 5.2 acres</i>

	<b>Total Project Area</b>	[Sum of Project Area acres]

**Project Area Maps**

Provide three maps of the Project Area that illustrate the location: geospatial location, regional, and detailed. Maps should include project title, relevant urban or town boundaries, defined Project Area, and legend.

- Geospatial Location Map  
Show the boundaries of the Project Area in a KML, KMZ, or shapefile format  
Attachment: [Enter text here]
- Regional Map  
Show where the Project Area is located in relation to the state and/or region  
Attachment: [Enter text here]
- Detailed map of Project Area  
Show the Project Area and parcel boundaries.  
Attachment: [Enter text here]

**OWNERSHIP OR ELIGIBILITY TO RECEIVE POTENTIAL CREDITS (Section 1.5)**

Project Operator must demonstrate ownership of potential credits or eligibility to receive potential credits. If Project Operator is the landowner, attach a deed showing ownership and explanation of when the property was acquired. If the Project Operator is not the landowner, provide the Agreement between Project Operator and landowner authorizing Project Operator to execute this project.

**Name of landowner of Project Area and explanation**

[Enter text here]

Attachment: [Enter text here]

**PROJECT DURATION (Section 2.2)**

Project Operator commits to the 40- or 100-year project duration requirement through a signed Project Implementation Agreement with City Forest Credits and agrees to the statement below.

Project Operator has committed to the [select either: 40 or 100]-year project duration and signed a Project Implementation Agreement with City Forest Credits on [Enter date].

## **PRESERVATION COMMITMENT (Section 4.1)**

*Describe the Preservation Commitment terms and attach a complete copy of the recorded document. If Project Area does not have the same boundaries as Preservation Commitment, please state the reasons why.*

**Preservation Term:** [Enter text here – 40 years, 100 years, or perpetuity]

**Date recorded:** [Enter text here]

**Preservation Commitment Explanation:** [Enter text here. Quote the relevant language from the Preservation Commitment that specifically protects the trees and include a reference to the section where that language can be found.]

Attachment: [Enter text here]

## **DEMONSTRATION OF THREAT OF LOSS (Section 4.2, 4.3, and 4.4)**

*Demonstrating the Threat of Loss is shown in several ways: land use designation that allows a non-forest use, overlay zones, existing restrictions, and one of three conditions that illustrate pressure to convert the Project Area to a non-forest use.*

### **Land use designation**

*Describe the land use designation, including what types of non-forest use it allows. Attach a copy of the relevant land use designations, which may include development regulations such as zoning ordinances. Include a map depicting the designation of the relevant municipality, with the Project Area boundaries clearly indicated on the map.*

[Enter text here]

Attachment: [Enter text here]

### **Overlay zones or other restrictions**

*Describe any overlay zones that prohibit development or forest clearance such as critical areas, wetlands, or steep slopes and their protection buffers. Describe any legal encumbrances or other pre-existing tree/forest restrictions that may have hindered removal of the Project Trees (in the pre-Preservation Commitment condition). If present, attach a copy of the applicable restriction and a map depicting the overlay boundaries, with the Project Area boundaries clearly indicated on the map.*

[Enter text here]

Attachment: [Enter text here]

**Threat of loss demonstration (Section 4.4 A, B, or C)**

*Describe one of the three threat of loss conditions that are applicable prior to the Preservation Commitment. Provide supporting evidence such as maps, sale or assessed value documentation, or appraisal information.*

- A) *Developed or improved uses surrounding at least 30% of perimeter of Project Area*
  - *A map depicting the Project Area with parcel boundaries, perimeter of developed or improved uses, and calculation of the border with these uses*
- B) *Sold, conveyed, or assessed in past three years at value greater than \$8K/acre for bare land*
  - *A settlement statement, assessor statement, or other evidence of land transaction*
- C) *Fair market value higher after conversion to a non-forested use*
  - *A “highest and best use” study from a state certified general real estate appraiser stating that the Project Area Would have a fair market value after conversion to a non-forested “highest and best use” greater than the fair market value after preservation]*

[Enter text here]

Attachment: [Enter text here]

**ATTESTATION OF NO DOUBLE COUNTING OF CREDITS AND NO NET HARM (Section 5)**

*Complete and attach the following attestation: Attestation of No Double Counting of Credits and Attestation of No Net Harm. Provide any additional notes as relevant. Provide a map that includes both the Project Area and the closest registered urban forest Preservation Project based on the registered urban forest preservation database KML/Shapefile provided by CFC to demonstrate that the Project does not overlap with any existing urban forest carbon preservation projects.*

Project Operator has mapped the Project Trees against the registered urban forest planting project database and determined that there is no overlap of Project Area or Project Trees with any registered urban forest afforestation or reforestation carbon project. [Optional: enter text here with any additional details].

Project Operator has signed the Attestation of No Double Counting of Credits and No Net Harm on [enter date].

Attachment: [Enter text here]



## ADDITIONALITY (Section 6)

*Additionality is demonstrated by the Project in several ways, as described in the City Forest Credits Standard Section 4.9.1 and Tree Preservation Protocol.*

Project Operator demonstrates that additionality was met through the following:

- Prior to this project, the trees in the Project Area were not protected via easement or recorded encumbrance or in a protected zoning status that preserves the trees
  - See Demonstration of Threat of Loss section above
- The land use designation/zoning in the Project Area must currently allow for a non-forest use
  - See Demonstration of Threat of Loss section above
- The trees in the Project Area face some threat risk of removal or conversion out of forest
  - See Demonstration of Threat of Loss section above
- The Project Operator records in the public land records an easement, covenant, or deed restriction specifically protecting the trees for the project duration of 40 years or 100 years (40 or 100 years depending on the Protocol version)
  - See Preservation Commitment section above

Taken together, the above elements allow crediting only for unprotected trees at risk of removal, which are then protected by a Project action of preservation, providing additional avoided GHG emissions.

Additionality is also embedded in the quantification methodology. Projects cannot receive credits for trees that would have remained had development occurred, nor can they receive soil carbon credits for soil that would have been undisturbed had development occurred. Leakage is prevented by a deduction for displaced development in Protocol Section 11.5.

Project Operator has signed an Attestation of Additionality. [Optional: Enter text here]

Attachment: [Enter text here]

## CARBON QUANTIFICATION DOCUMENTATION (Section 11)

*Follow detailed instructions in the Protocol for conducting quantification and use the Carbon Quantification Calculator to show calculations. CFC will provide the Carbon Quantification Calculator and Forest Composition Report Template. Ensure that your requested credit issuance schedule (issuance dates) is accurate and complete in the calculator. Project Operators should describe and appropriately reflect in their carbon quantification any and all planned future activities that may affect the percent canopy or carbon stocking.*

### Summary numbers from Carbon Quantification Calculator

Project Area (acres)	
Percent tree canopy cover within Project Area	
Project stock (tCO <sub>2</sub> e)	
Accounting Stock (tCO <sub>2</sub> e)	
On-site avoided biomass emissions (tCO <sub>2</sub> e)	

On-site avoided soil carbon emissions (tCO <sub>2</sub> e)	
Deduction for displaced biomass emissions (tCO <sub>2</sub> e)	
Deduction for displaced soil emissions (tCO <sub>2</sub> e)	
Credits from avoided biomass emissions (tCO <sub>2</sub> e)	
Credits from avoided soil emissions (tCO <sub>2</sub> e)	
Total credits from avoided biomass and soil emissions (tCO <sub>2</sub> e)	
Credits attributed to the project (tCO <sub>2</sub> e), excluding future growth	
Contribution to Registry Reversal Pool Account	
<b>Total credits to be issued to the Project Operator (tCO<sub>2</sub>e)</b> <i>(excluding future growth)</i>	

**GHG Assertion:**

Project Operator asserts that the Project results in GHG emissions mitigation of \_\_\_\_\_ tons CO<sub>2</sub>e issued to the project.

**Approach to quantifying carbon**

*Describe the forest conditions and general approach used to quantify carbon (e.g. 11.1.A with the US Forest Service General Technical Report NE-343 Tables). Attach the Carbon Quantification Calculator.*

[Enter text here]

Attachment: [Enter text here]

**Accounting Stock Measurement Method**

*Provide an overview to describe quantification methods, including which method was used to assess canopy cover (e.g. i-Tree, inventory, other), forest type, and data sources.*

[Enter text here]

**Canopy Cover**

*Describe which method was used to assess canopy cover (e.g. i-Tree Canopy, LiDAR, or other method approved by Registry). Provide the i-Tree Canopy report or other canopy cover assessment that shows estimated percentage of tree cover for the Project Area.*

[Enter text here]

Attachment: [Enter text here]

**Forest Composition**

*Summarize the forest composition and attach the Forest Composition Report.*

[Enter text here]

Attachment: [Enter text here]

**Forest Age**

*Describe the forest age and how it was determined. Provide historical imagery or other materials as supporting evidence.*

[Enter text here]

Attachment: [Enter text here]

**Stand Maps**

*Describe the methods used to determine forest stands (e.g. GIS) and provide a map.*

[Enter text here]

Attachment: [Enter text here]

**Area Expected to Remain in Trees after Potential Development (11.2)**

*Describe the land use designation, any restrictions, and the method used to determine the area expected to remain in trees after potential development (fraction at risk of removal). If residential land use, follow 11.2.B. and provide the calculation showing which percentage of accounting stock at risk of removal is appropriate to include.*

[Enter text here]

**Quantification of Soil Carbon - Existing Impervious Area and Impervious Limits (11.4)**

*The Project may claim avoidance of emissions from soil carbon caused by conversion of soils to impervious surfaces. Describe applicable land use designation and development rules, any restrictions, existing impervious area and maximum fraction impervious cover.*

[Enter text here]

**Future Planned Project Activities**

*Describe future activities that may affect the percent canopy or carbon stocking in any way. Describe maintenance and stewardship activities that could improve the carbon stock.*

[Enter text here]

**CO-BENEFITS QUANTIFICATION DOCUMENTATION (Section 11.6)**

*Summarize co-benefit quantification per year and provide supporting documentation. CFC will provide a Co-Benefits Quantification calculator for quantifying rainfall interception, reduction of certain air compounds, and energy savings.*

<b>Ecosystem Services</b>	<b>Resource Units</b>	<b>Value</b>
Rainfall Interception (m3/yr)		
Air Quality (t/yr)		
Cooling – Electricity (kWh/yr)		
Heating – Natural Gas (kBtu/yr)		
<b>Grand Total (\$/yr)</b>		

Co-benefits were quantified using CFC’s Co-Benefits Quantification Calculator. These ecosystem services represent values in avoided costs of [\$ Enter text here] annually and [\$ Enter text here \* 40] over 40 years.

Attachment: [Enter text here]

**SOCIAL IMPACTS (Section 12)**

*Project Operators shall use the Carbon Project Social Impacts template to evaluate how their Project aligns with the UN Sustainable Development Goals (SDGs). CFC will provide the template. Summarize the three to five main SDGs attributed to this Project.*

[Enter text here]

Attachment: [Enter text here]

**MONITORING AND REPORTING (Section 8)**

*Throughout the Project Duration, the Project Operator must report on tree conditions across the Project Area.*

**Monitoring Reports**

*Monitoring reports are due every three years determined by the date of the verification report. For example, if the verification report is dated January 1, 2023, the first report will be due by January 1, 2026 and every three years thereafter for the duration of the project. CFC will provide a list of dates to Project Operator after the first verification report is approved. Project Operators must submit reports in writing and must attest to the accuracy of the reports. The reports must contain any changes in eligibility status of the Project Operator and any significant tree loss. The information includes updates to land ownership, changes to project design, changes in implementation or management and changes in tree or canopy loss. The reports must be accompanied by some form of telemetry or imaging that captures tree canopy, such as Google Earth, aerial imagery, or LiDAR. The reports must estimate any loss of stored carbon stock or soil disturbance in the Project Area.*

**Monitoring Plans**

*Describe your monitoring plans. If Project Operator plans to claim credits for future growth, describe methods that will be used to quantify future growth.*

[Enter text here]

## PROJECT OPERATOR SIGNATURE

Signed on [insert month and date] in 2023, by [insert name and title of person authorized to sign], for [insert Project Operator name].

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Signature

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Printed Name

---

Phone

---

Email

## ATTACHMENTS

*Update the attachments list as appropriate for your project.*

- 1 – Geospatial Location Map
- 2 - Regional Map
- 3- Project Area Map
- 4 – Proof of Land Ownership or Agreement to Transfer Credits
- 5 – Preservation Commitment
- 6 - Land Use Regulations
- 7 – Land Use/Zoning Map
- 8 – Overlay Zones or Restrictions
- 9 – Threat of Loss Demonstration
- 10 – Attestation of No Double Counting and No Net Harm
- 11 – Attestation of Additionality
- 12 – Carbon Quantification Calculator
- 13 – iTree Report and raw data
- 14 – Forest Composition Report
- 15 – Forest Age Imagery
- 16 – Stand Map
- 17 – CoBenefit Quantification Calculator
- 18 – Social Impacts

# PROTOCOL REQUIREMENTS

## **Project Operator (Section 1.1)**

Identify a Project Operator for the project. This is the entity or governmental body who takes responsibility for the project for the 40-year duration.

## **Project Duration and Project Implementation Agreement (Section 1.2, 2.2)**

Project Operator must commit to a 40-year duration and sign a Project Implementation Agreement. This is a 40-year agreement between the Project Operator and City Forest Credits (the “Registry”) for an urban forest carbon project.

## **Location Eligibility (Section 1.3)**

Projects must be located in or along the boundary of at least one of the following criteria:

- A. “Urban Area” per Census Bureau maps; see <https://www.census.gov/geographies/reference-maps/2010/geo/2010-census-urban-areas.html>
- B. The boundary of any incorporated city or town created under the law of its state;
- C. The boundary of any unincorporated city, town, or unincorporated urban area created or designated under the law of its state;
- D. The boundary of any regional metropolitan planning agency or council established by legislative action or public charter. Examples include the Metropolitan Area Planning Council in Boston, the Chicago Municipal Planning Agency, the Capital Area Council of Governments (CAPCOG) in the Austin area, and the Southeastern Michigan Council of Governments (SEMCOG)
- E. The boundary of land owned, designated, and used by a municipal or quasi-municipal entity for source water or watershed protection. Examples include Seattle City Light South Fork Tolt River Municipal Watershed (8,399 acres owned and managed by the City and closed to public access);
- F. A transportation, power transmission, or utility right of way, provided the right of way begins, ends, or passes through some portion of A through D.

## **Ownership or Right to Receive Credits Eligibility (Section 1.5)**

Project Operator must demonstrate ownership of property and eligibility to receive potential credits by meeting one of the following:

- A. Own the land and potential credits upon which the Project trees are located; or
- B. Own an easement or equivalent property interest for a public right of way within which Project trees are located and accept ownership of those Project trees by assuming responsibility for maintenance and liability for them; or
- C. Have a written and signed agreement from the landowner, granting ownership to the Project Operator of any credits for carbon storage, other greenhouse gas benefits, and other co-benefits delivered by Project trees on that landowner’s land. If the Project Area is on private property, the agreements in this sub-section must be recorded in the public records in the county where the property is located. The recordation requirement can be satisfied if the agreements specified in this sub-section are contained in a recorded easement, covenant, or deed restriction on the property.

## **Demonstrate Tree Preservation (Section 4.1)**

The Project Operator must show that the trees in the Project Area are preserved from removal by a recorded easement, covenant, or deed restriction (referred to hereafter as “Recorded Encumbrance”) with a term of at least 40 years. This action is referred to as the “Preservation Commitment.” This Recorded Encumbrance must be recorded not later than 12 months after Registry approval of the Project’s Application.

#### **Demonstrate Threat of Loss (Section 4.2, 4.3, and 4.4):**

The Project Operator must show that prior to the Preservation Commitment:

- Project trees were not preserved from removal through a Recorded Encumbrance or other prohibitions on their removal,
- The Project Area was:
  - In a land use designation that allowed for at least one non-forest use. Non-forest uses include industrial, commercial, transportation, residential, agricultural, or resource other than forest, as well as non-forest park, recreation, or open space uses.
  - Is not in an overlay zone that prohibits all development. Examples include critical areas or wetland designations.
- The Project Area met one of the following conditions:
  - Surrounded on at least 30% of its perimeter by non-forest, developed or improved uses, or
  - Sold, conveyed, or had assessed value within three years of preservation for greater than \$8,000 average price per acre for the bare land, or
  - Would have a fair market value after conversion to a non-forested “highest and best use” greater than the fair market value after preservation in subsection 4.1, as stated in a “highest and best use” study from a state certified general real estate appraiser in good standing

#### **Additionality (Section 6)**

Additionality is ensured through the following:

- Prior to the start of the project, the trees in the Project Area are not protected via easement or recorded encumbrance or in a protected zoning status that preserves the trees.
- The zoning in the Project Area must currently allow for a non-forest use
- The trees in the Project Area face a threat or risk of removal or conversion out of forest
- The Project Operator records in the public land records an easement, covenant, or deed restriction specifically protecting the trees for the project duration of 40 years or 100 years (40 or 100 years depending on the protocol version)

#### **Quantification for Credits (Section 11)**

The full Protocol describes the following steps for carbon stock and soil carbon quantification in detail:

1. Stored carbon stock present in Project Area (Section 11.1)  
Estimate the biomass stock present and adjust for uncertainty to calculate the “Accounting Stock”. This can be done using the US Forest Service General Technical Report NE-343 tables, on-site inventory of some live trees with i-Tree methods and tools, or an on-site forest inventory
2. Areas expected to remain in trees after potential development (Section 11.2)



Calculate the fraction of the Accounting Stock that likely would be emitted as a result of development, to calculate “Avoided Biomass Emissions”

3. Claiming additional credit for growth (Section 11.3)  
The Project Operator may elect to also account for ongoing growth of trees within the Project Area after Project Commencement
4. Quantification of soil carbon (Section 11.4)  
Calculate “Avoided Soil Carbon Emissions” caused by conversion of soils to impervious surfaces in the Project Area
5. Deduction for displaced development (Section 11.5)  
Apply the deductions in Section 11.5 and Appendix B to Biomass and Soil Carbon calculations to adjust for development and emissions that would be displaced by the preservation of the Project Area (leakage deductions). This will reduce the creditable tonnes of Avoided Biomass Emissions and Avoided Soil Carbon Emissions to adjust for displaced development
6. Quantify Co-Benefits (Section 11.6)  
The Project Operator will calculate co-benefits separately from CO<sub>2</sub>(e). The Registry will supply a spreadsheet template based on their climate zone, and will provide values for rainfall interception, reductions of air compounds, and energy savings.

### **Social Impacts (Section 12)**

The Project Operator will describe how the Project impacts contribute towards achievement of the global UN Sustainable Development Goals (SDGs). The Registry will supply a template to evaluate how the Project aligns with the SDGs.

### **Attestation of No Net Harm and No Double Counting (Section 5)**

The Project Operator will sign an attestation that no project shall cause net harm and no project shall seek credits on trees, properties, or projects that have already received credits.

### **Validation and Verification by Third-Party Verifiers (Section 13 and 14)**

Project compliance and quantification must be verified by a third-party Validation and Verification Body approved by the Registry.

### **Issuance of Credits to Project Operator (Section 7)**

Ex-post credits are issued after the biomass is protected via a recorded encumbrance protecting the trees. Issuance is phased or staged over one and five years at the equivalent of 50 acres of crediting per year. This staged issuance reflects the likely staging of development over time if the Project Area were to have been developed.

After validation and verification, the Registry issues credits to the Project Operator based on the Project Area size:

- 50 acres or less: all credits are issued after validation and verification
- Greater than 50 but less than 200 acres: credits are issued in the equivalent of 50 acres per year
- Greater than 200 acres: credits are issued in equal amounts over five years

**Credits for Reversal Pool Account (Section 7.3):**

The Registry will issue 90% of Project credits earned and requested and will hold 10% in the Registry's Reversal Pool Account.

**Understand Reversals (Section 9)**

If the Project Area loses credited carbon stock, the Project Operator must return or compensate for those credits if the tree loss is due to intentional acts or gross negligence of Project Operator. If tree loss is due to fire, pests, or other acts of god (i.e., not due to the Project Operator's intentional acts or gross negligence), the Registry covers the reversed credits from its Reversal Pool Account of credits held back from all projects.

**Monitoring and Reporting (Section 8)**

The Project Operator must submit a report every three years for the project duration. The reports must be accompanied by some form of telemetry or imaging that captures tree canopy, such as Google Earth, aerial imagery, or LiDAR. The reports must estimate any loss of stored carbon stock or soil disturbance in the Project Area.

**[Include Project Name]**  
**Agreement to Transfer Potential Credits**

This Agreement to Transfer Potential Credits (“Agreement”) is entered into this [insert day] day of [insert month], 2023 (the “Effective Date”) by [insert landowner name(s)] (the “Landowner”) and [insert Project Operator name], a [insert entity incorporation type] (“Project Operator”) whose mission is [insert mission] and who has undertaken a tree preservation and carbon crediting project (“Tree and Carbon Project”) on the Property of Landowner (the “Property”).

**1. Purpose and Intent**

[insert Project Operator] and Landowner desire to generate funds for this Tree and Carbon Project by allowing [insert Project Operator] to develop potential carbon and environmental credits that it can attempt to sell. The Landowner will receive the benefits of the tree preservation and maintenance in this project at little to no cost to the Landowner.

These potential carbon or environmental credits or offsets include amounts of carbon dioxide stored, stormwater run-off reductions, energy savings, habitat, and air quality benefits arising from the planting and growth of trees in the Tree and Carbon Project (“Carbon+ Credits”). The Carbon+ Credits will be developed using the protocols and registry of City Forest Credits, a non-profit organization (“CFC”).

**2. Rights Granted**

Landowner grants [insert Project Operator] the title and rights to any and all Carbon+ Credits developed from the Tree and Carbon Project during the term of this agreement, including rights to register with CFC, and develop and sell the Carbon+ Credits.

**3. Subject Lands**

The Property specified in Exhibit A.

**4. Obligations of Landowner**

Landowner shall not cut, harvest, or damage trees in the Tree Project except in cases of emergency involving fire or flooding or to mitigate hazard if trees are identified as a hazard by a certified arborist.

**5. Obligations of [insert Project Operator]**

[insert Project Operator] will pay all costs and assume all responsibilities for development and sale of Carbon+ Credits from the Tree Project.

**6. Landowner Representations**

Landowner represents that it has authority to enter this agreement, and that the Property is free from any liens, claims, encumbrances, tenancies, restrictions, or easements that would prevent or interfere with the rights to Carbon+ Credits granted under this Agreement.

**7. [insert Project Operator] Representations**

[insert Project Operator] represents that it has either begun the Tree and Carbon Project or is prepared to act as the Project Operator for the Tree and Carbon Project.

**8. Default**

If either party is in default of this agreement, the other party may notify the defaulting party of the specific nature of the default. The defaulting Party has 30 days from the date of notice to correct the default. If the default is not corrected in 30 days, the non-defaulting party may cancel this agreement. Notice of cancellation shall be delivered in writing to the current contact address of the defaulting party.

**9. Term of Agreement and Option to Renew**

This Agreement shall remain in force for 40 years after the Effective Date of the Agreement. [insert Project Operator] may renew this Agreement for a second 40 years if it delivers written notice of renewal to Landowner at least 90 days prior to expiration of this Agreement.

**10. Governing Law**

This agreement shall be construed and enforced in accordance with the laws of the State of [insert state name].

**11. Parties**

Project Operator		Landowner	
Name:		Name:	
Title:		Title:	
Address:		Address:	
Phone:		Phone:	
Email:		Email:	
Signature:		Signature:	
Date:		Date:	

**Exhibit A**

Legal Description of Property



**[Insert Project Name]**  
**Attestation of No Double Counting of Credits & No Net Harm**

I am the [insert title] of the [insert name of Project Operator] and make this attestation regarding the no double counting of credits and no net harm from this tree preservation project, [insert name of preservation project].

**1. Project Description**

The Project that is the subject of this attestation is described more fully in both our Application and our Project Design Document (PDD), both of which are incorporated into this attestation.

**2. No Double Counting by Applying for Credits from another Registry**

[Insert name of Project Operator] has not and will not seek credits for CO<sub>2</sub> for the project trees or for this project from any other organization or registry issuing credits for CO<sub>2</sub> storage.

**3. No Double Counting by Seeking Credits for the Same Trees or Same CO<sub>2</sub> Storage**

[Insert name of Project Operator] has not and will not apply for a project including the same trees as this project nor will it seek credits for CO<sub>2</sub> storage for the project trees or for this project in any other project or more than once. [Insert name of Project Operator] checked the location of the Project Area against the Registry-provided geospatial database, which contains geospatial data on the project areas of all registered urban forest carbon preservation projects to date. Project Operator has determined that there is no overlap of Project Area or Project Trees with any registered urban forest carbon preservation project.

**4. No Net Harm**

The trees preserved in this project will produce many benefits, as described in our Application and PDD. Like almost all urban trees, the project trees are preserved for the benefits they deliver to people, communities, and the environment in a metropolitan area.

The project trees will produce many benefits and will not cause net harm. Specifically, they will not:

- Displace native or indigenous populations
- Deprive any communities of food sources
- Degrade a landscape or cause environmental damage

Signed on [insert month and date] in 2023, by [insert name and title of person authorized to sign], for [insert Project Operator name].

---

Signature

---

Phone

---

Email



## [Insert Project Name] Attestation of Additionality

I am the [insert title] of the [insert name of Project Operator] and make this attestation regarding additionality from this tree preservation project, [insert name of project].

- Project Description
  - The Project that is the subject of this attestation is described more fully in our Application and our Project Design Document (PDD), both of which are incorporated into this attestation.
- Prior to the start of the project, the trees in the project area were not protected via easement or recorded encumbrance or in a protected zoning status that preserves the trees
- The zoning in the project area currently allows for a non-forest use
- The trees in the project area face a threat or risk of removal or conversion out of forest
- [insert name of Project Operator] recorded in the public land records an easement, covenant, or deed restriction specifically protecting the trees for the project duration of [insert 40 years or 100 years]
- Additionality is also embedded in the quantification methodology that our project followed. Projects cannot receive, and our project will not receive, credits for trees that would have remained had development occurred, nor can they receive soil carbon credits for soil that would have been undisturbed had development occurred. Our project also had to apply a discount to credited carbon for potential displaced development due to the project.
- Project Implementation Agreement for Project Duration
  - [insert name of Project Operator] signed a Project Implementation Agreement with City Forest Credits for [insert 40 or 100 years].

Signed on [insert month and date] in 2023, by [insert name and title of person authorized to sign], for [insert Project Operator name].

---

Signature

---

Printed Name

---

Phone

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Email



# [Insert Project Name]

## Forest Composition Report

*Instructions – Complete the report by providing a thorough description of the forest as outlined below. Include photos (at least four to five for each forest stand) as Exhibit A, a map with points where the photos were taken as Exhibit B, a map showing where the forest stands are located as Exhibit C, and supporting documentation for stand age as Exhibit D.*

I am [insert name], the [insert title] for [insert organization name] and created this Forest Composition Report for the [insert Project Name] (Project [insert Project Registry number]) on [insert date]. [Include a short statement describing the background/bio of the person who conducted the site visit and forest assessment, with details relevant to demonstrating their technical forestry knowledge/expertise]

The description below is based upon [insert number] site visit(s) to the property on [insert date(s)]. Insert a brief description of how you covered the site in your visit and were able to observe most of the entire site. Include a map (Exhibit B) of the route you took to cover the site. Ideally the map shows where the photos in Exhibit A were taken]. Images and other data from the site visit(s) are included as Exhibit A to this document [insert in the report or the Exhibits brief descriptions of any methods of data collection]:

- What is the project area and forest stand locations? Include a map (Exhibit C) that clearly shows the stands and associated acreage.
- Is the carbon stock in the Project Area uniform or highly variable?
  - Is the tree density (stems per acre) more uniform or highly variable? Please describe.
  - What is the approximate density for each for stand? – Estimate the approximate number of stems per acre and include your methods. Include 2-3 plots per forest stand.
  - Are the sizes of the trees more uniform or highly variable? I.e., does the forest appear more or less the same throughout the Project Area or are there sections that vary in density and tree size from other sections? Please describe.
- Which one of the types below best describes the forest? If there are different forest types in different sections of the Project Area, provide a description of the forest types, as well as approximate percentage and acreage of the Project Area each forest type occupies
  - [CFC to insert the appropriate GTR table forest types based on the climate zone]

For each stand, please include the top 3-5 trees species most represented in the project area.

Tree species	Percentage

- What is the stand age, based on historical documents such as aerial photos, imaging, or core sampling? Please provide historical documents (Exhibit D) to show how you decided on stand

age. If there are sections that contain stands of varying ages, describe the ages and approximate percentage and acreage of the Project Area occupied by the different forest types

- If known, describe the stage of forest succession of the Project Area or sections of the Project Area
- Describe the overall forest health
- Describe the presence of invasive species
- Describe briefly the forest and land use history including evidence of past logging or maintenance (if known)
- Describe current uses (trails, etc.)

If the forest includes multiple parcels, provide the details above for each parcel.

**[CFC to provide GTR table information after draft document is submitted]**

Table 1. Forest composition breakdown *(include for each parcel or stand)*

<b>Stand size (acres)</b>	
<b>Stand age (years)</b>	
<b>GTR table number</b>	

Signed on **[insert month and date]** in 2023, by **[insert name], [insert title], [insert organization]**.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Phone

\_\_\_\_\_  
Email

# Exhibit A – Forest Photos and Data

# Exhibit B – Forest Walk Route Map

# Exhibit C – Forest Stand Map

# Exhibit D – Forest Age Supporting Documentation

# City Forest Carbon Project

## Social Impacts



### *UN Sustainable Development Goals*

The 17 United Nations Sustainable Development Goals (SDGs) are an urgent call for action and global partnership among all countries, representing key benchmarks for creating a better world and environment for everyone. Well-designed and managed urban forests make significant contributions to the environmental sustainability, economic viability and livability of cities. They help mitigate climate change and natural disasters, reduce energy costs, poverty and malnutrition, and provide ecosystem services and public benefits. See more details in the CFC Carbon Project Social Impact Reference Guide.

### *Instructions*

This template sets out all relevant SDGs and lists various urban forest project activities that fall within each SDG. Evaluate the SDGs to determine how your carbon project provides social impacts that may contribute towards achievement of the global goals. Check the box(es) that contain one of your project activities and describe in no fewer than two sentences how your project activities align with the corresponding SDG. On page 12, select the icon for three to five of the most relevant SDGs to your project and provide any additional information.

## SDG 3 - Good Health and Well Being

Goal: Ensure healthy lives and promote well-being for all at all ages.

Examples of project activities include, but are not limited to:

- Plant or protect trees to reduce or remove air pollutants
- If planting trees, select trees for reduced pollen counts and irritant production
- Plant or protect trees to create shade, provide UV exposure protection, reduce extreme heat negative effects, and/or reduce temperatures to relieve urban heat effects
- Design project to buffer sounds, optimize biodiversity, or create nature experiences
- Locate project near vulnerable populations, such as children or elderly
- Locate project near high volume roads to screen pollutants
- Locate project near people to encourage recreation, provide new parks or green space, or otherwise promote an active lifestyle
- Locate project near schools, elderly facilities, or mental health services to promote nature-based wellness, attention restoration, or other mental well-being
- Locate project in area with conditions of project-defined high inequity to trees, such as at schools, affordable or subsidized housing, formerly redlined neighborhoods, areas with high property vacancy rates, or area with high proportion of renters
- Reduce stormwater runoff or improve infiltration rates
- Design project to reduce human exposure to specific pollutants or toxins
- Other

[Enter text describing activities you checked above]



## SDG 6 - Clean Water and Sanitation

Goal: Ensure availability and sustainable management of water and sanitation for all

Examples of project activities include, but are not limited to:

- Research and assess environmental injustices related to water in project area
- Locate project near high-traffic roads or to otherwise improve, mitigate, or remediate toxic landscapes near water
- Protect or plant trees to improve historically or culturally important sites related to water that have been degraded and/or neglected
- Reduce stormwater by planting or protecting trees
- Plant forested buffers adjacent to streams, rivers, wetlands, or floodplains
- Prevent soil erosion by protect steep slopes
- Improve infiltration rates
- Improve, mitigate, or remediate toxic landscapes and human exposure to risk
- Drought resistance, such as selecting appropriate water-efficient trees for project climate zone
- Other

[Enter text describing activities you checked above]

## SDG 8 - Decent Work and Economic Growth

Goal: Promote sustained, inclusive and sustainable economic growth, full and productive employment and decent work for all

Examples of project activities include, but are not limited to:

- Community participation in project implementation, including such things as providing access to financial resources for ongoing community-based care
- Emphasize local hiring and support small businesses
- Promote local economic opportunities through workforce training, career pathway development, or other employment
- Other

[Enter text describing activities you checked above]

## SDG 10 - Reduced Inequalities

Goal: Reduce inequalities within and among countries

Examples of project activities include, but are not limited to:

- Provide connections and cohesion for social health, such as create or reinforce places that promote informal interactions, engage local residents and users in tree management, include symbolic or cultural elements, or other events
- Research, understand, and design to address understand historic and current sociocultural inequities, community health conditions, environmental injustices, or prior local greening efforts in community
- Locate project near vulnerable populations, such as children or elderly, to provide air quality improvements or buffer against extreme heat effects
- Locate project in high-density residential areas or where there is a lack of trees to improve access and promote an active lifestyle
- Locate project near schools, elderly facilities, or mental health services to promote nature-based wellness, attention restoration, or other mental well-being
- Locate project in area with conditions of project-defined high inequity to trees, such as at schools, affordable or subsidized housing, formerly redlined neighborhoods, areas with high property vacancy rates, or area with high proportion of renters
- Locate project near high-traffic roads or to otherwise improve, mitigate, or remediate toxic landscapes
- Protect or plant trees to improve historically or culturally important sites that have been degraded and/or neglected
- Community engagement in project design, including such things as engaging and respecting existing relationships and social networks, community cultural traditions, and public participation methods that are empowering and inclusive
- Community participation in project implementation, including such things as addressing and removing barriers to participation, promote ongoing community-based care and access to financial resources
- Emphasize local hiring and support small businesses
- Research and consider potential for gentrification and displacements
- Promote local economic opportunities through workforce training, career pathway development, or other employment
- Other

[Enter text describing activities you checked above]

## SDG 11 - Sustainable Cities and Communities

Overall: Make cities inclusive, safe, resilient, and sustainable.

Examples of project activities include, but are not limited to:

- Plant or protect trees to reduce or remove air pollutants
- If planting trees, select trees for reduced pollen counts and irritant production
- Locate project near high volume roads to screen pollutants
- Locate project near vulnerable populations, such as children or elderly
- Plant or protect trees to create shade, provide UV exposure protection, reduce extreme heat negative effects, and/or reduce temperatures to relieve urban heat effects
- Locate project near people to encourage recreation, provide new parks or green space, or otherwise promote an active lifestyle
- Design project to improve wellness and mental health, such as planting trees to buffer sounds, optimize biodiversity, optimize views from buildings, or create nature experiences
- Locate project near schools, elderly facilities, or mental health services to promote nature-based wellness, attention restoration, or other mental well-being
- Provide connections and cohesion for social health, such as create or reinforce places that promote informal interactions, engage local residents and users in tree management, include symbolic or cultural elements, or other events
- Research, understand, and design to address understand historic and current sociocultural inequities, community health conditions, environmental injustices, or prior local greening efforts in community
- Locate project in area with conditions of project-defined high inequity to trees, such as at schools, affordable or subsidized housing, formerly redlined neighborhoods, areas with high property vacancy rates, or area with high proportion of renters
- Community engagement in project design, including such things as engaging and respecting existing relationships and social networks, community cultural traditions, and public participation methods that are empowering and inclusive
- Community participation in project implementation, including such things as addressing and removing barriers to participation, promote ongoing community-based care and access to financial resources
- Other

[Enter text describing activities you checked above]

## SDG 12 - Responsible Production and Consumption

Goal: Ensure sustainable consumption and production patterns

Examples of project activities include, but are not limited to:

- Plant or protect trees to create shade or reduce temperatures to relieve urban heat effects
- Provide cooling benefits and energy savings by shading impervious surfaces such as streets or parking lots, or planting trees on south and west sides of buildings
- Other

[Enter text describing activities you checked above]

## SDG 13 - Climate Action

Goal: Take urgent action to combat climate change and its impacts.

Examples of project activities include, but are not limited to:

- Plant or protect trees to reduce or remove air pollutants
- Plant or protect trees to create shade or reduce temperatures to relieve urban heat effects
- Promote community capacity for social and climate resilience by engaging local residents or users in tree management, or other events to connect people to the project
- Reflect cultural traditions and inclusive engagement for climate resilience
- Design project to improve soil health
- Provide cooling benefits and energy savings by shading impervious surfaces such as streets or parking lots, or planting trees on south and west sides of buildings
- Plant or protect trees to reduce stormwater runoff
- Select water-efficient trees for climate zone and drought resistance
- Create and/or enhance wildlife habitat
- Other

[Enter text describing activities you checked above]

## SDG 14 - Life Below Water

Goal: Conserve and sustainably use the oceans, seas and marine resources for sustainable development.

Examples of project activities located in areas with marine ecosystems include, but are not limited to:

- Locate project near high-traffic roads or to otherwise improve, mitigate, or remediate toxic landscapes near water
- Plant or protect trees in project areas to reduce stormwater runoff
- Plant forested buffers adjacent to streams, rivers, wetlands, or floodplains
- Prevent soil erosion into by protecting steep slopes
- Improve infiltration rates
- Improve, mitigate, or remediate toxic landscapes and human exposure to risk
- Drought resistance, such as selecting appropriate water-efficient trees for project climate zone
- Enhance wildlife habitat, such as riparian habitat for fish, birds, and other animals
- Other

[Enter text describing activities you checked above]

## SDG 15 - Life on Land

Goal: Protect, restore and promote sustainable use of terrestrial ecosystems, sustainably manage forests, combat desertification, and halt and reverse land degradation and halt biodiversity loss.

Examples of project activities include, but are not limited to the following with increased functionality of green infrastructure:

- Plant or protect trees to reduce stormwater runoff
- Select water-efficient trees for climate zone and drought resistance
- Create and/or enhance wildlife habitat to improve local biodiversity
- Plant forested buffers adjacent to streams, rivers, wetlands, or floodplains
- Prevent soil erosion by protect steep slopes
- Improve infiltration rates
- Other

[Enter text describing activities you checked above]



## SDG 17 - Partnerships for the Goals

Overall: Strengthen the means of implementation and revitalize the global partnership for sustainable development.

Examples of project activities include, but are not limited to:

- Promote community connections and capacity for social resilience by engaging local residents or users in tree management, or other events to connect people to the project
- Community engagement in project design, including such things as engaging and respecting existing relationships and social networks, community cultural traditions, and public participation methods that are empowering and inclusive
- Community participation in project implementation, including such things as addressing and removing barriers to participation, promote ongoing community-based care and access to financial resources
- Other

[Enter text describing activities you checked above]

# Summary of Project Social Impacts

[Select or delete SDG icon from options below, and enter text describing activities]

[Select SDG icon and enter text describing activities]

[Select SDG icon and enter text describing activities]





[insert project name]  
**Monitoring Report for Preservation Projects**

**Project Operator Name:** [insert text here]

**Project Name:** [insert text here]

**Project Location:** [insert text here]

**Deadline to Submit to CFC** (*triennial on the date of the first Verification Report*): [insert text here]

1. Has the contact info for the Project Operator changed? If so, please provide new contact info.

[insert text here]

2. Have there been changes in land ownership of the Project Area?

[insert text here]

3. Have there been any changes in the Project Design?

[insert text here]

4. Have there been any changes in the implementation or management of the Project?

[insert text here]

5. Have there been any significant tree or canopy losses? (Provide any Google Earth Imaging or photos to show no significant changes).

[insert text here]

6. Please estimate the percentage of the Project Area that appears to be gaining stored carbon stocks.

[insert text here]

7. Please estimate the percentage of the Project Area that appears to be losing stored carbon stock.

[insert text here]

8. Please estimate the number of acres of significant soil disturbance since the previous monitoring report. Examples include plowing and removal of topsoil. For the purposes of these reports, areas of soil exposed by trees tipping over are not counted as areas of significant soil disturbance.

[insert text here]

9. Any other significant elements to report?

[insert text here]

Signed on [insert month and date] in 2023, by [insert name and title of person authorized to sign], for [insert Project Operator name].

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Signature

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Printed Name

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Phone

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Email