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**Methodology Template**

**Version 1 – February 2021**

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*Instructions: The methodology developer is to use this template when drafting the proposed methodology. The purpose of this template is to help ensure clarity and consistency in methodologies developed for use under the Reef Credit Scheme.  If the draft methodology deviates from the template in any way, the methodology developer must provide reasons.*

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| **METHOD TITLE** |
| **VERSION** |
| **AUTHOR/S** |
| **ACKNOWLEDGEMENTS [provide a complete list of all experts and organisations involved in the development of the methodology]** |
| **TABLE OF CONTENTS** |
| **1.  PROJECT DESCRIPTION** |  |
| **1.1  Governing Documents** | *[e.g. Reef Credit Standard and Guide version 1.0]* |
| **1.2  References** | *[indicate key documents and/or tools upon which the proposed methodology is based]* |
| **1.3  Summary Description of Methodology** | *[concise summary of the proposed methodology (less than 100 words)]* |
| **1.4  Project Activities** | *[include a description of the project activities to which the methodology applies]* |
| **1.5  Definitions** | *[include definitions of terms used in the methodology unless already defined in the Reef Credit Standard]* |
| **1.6  Documentation Requirements** | *[outline the documentation required for project application and for issuance of Reef Credits]* |
| **2.  ELIGIBILITY** | *[describe the conditions under which the methodology can (and cannot) be applied. Note: the proposed methodology must not be related to an activity that will lead to a pollutant reduction included on the negative list]* |
| **2.1  Location** | *[provides requirement that proposed project area is within the geographical boundaries of the GBR catchment]* |
| **2.2  Project Land Characteristics** | *[provides guidelines for defining land characteristics of the project area]* |
| **2.3  Project Activities** | *[provide guidelines for defining the scope of activities and pollutant pools to be accounted for in the project]* |
| **2.4  Land Use Change** | *[any necessary permits to demonstrate that the project will not have a significant negative impact]* |
| **2.5  Additionality** | *[establish procedures for the demonstration and assessment of additionality. The proposed methodology may adopt any of the following approaches to the assessment of additionality a. implementation barriers b. common practice c. performance benchmark]* |
| **2.6  Leakage** | *[include procedures for identifying the risk of project leakage and provide a method for accounting in the calculation of reef credits the deduction as a result of project leakage]* |
| **2.7  Determine if the project may be at risk of leakage** | *[include details]* |
| **3.  PROJECT MAPPING** | *[Provide guidelines for delineating project area boundaries]* |
| **3.1  Geospatial capture** | *[describe how the spatial boundary is defined and specify the maps or GIS shape files required]* |
| **3.2  Fitness for purpose** | *[specify appropriateness of dataset for purpose]* |
| **3.3.  Accuracy** | *[specify minimum requirements for spatial data]* |
| **3.4  Reef Credit Accounting Zones** |  |
| **4.  LAND MANAGEMENT PLAN** | *[provide requirements for plan outlining management strategies]* |
| **5.  PROJECT ACCOUNTING** |  |
| **5.1  Relevant Pools** | *[provide guidelines for defining the pollutant pools to be accounted for in the project.  Identify all sources and sinks of relevant pollutant source within the project area]* |
| **5.2   Baseline scenario** | *[provide an explanation of why the baseline was chosen and guidelines for determining average pollutant loss for the baseline scenario. E.g. Methodologies must be founded on a comparative assessment of the Business As Usual scenario and the alternatives to determine the Baseline Scenario. This must include an assessment of the barriers to implementation of the proposed Methodology activities.]* |
| **5.3  Project reporting period calculations** | *[provide guidelines for quantifying project pollutant loss for the reporting period. The proposed methodology must use either direct measurement and/or modelling approaches to estimate pollutant reduction.]* |
| **5.4  Calculation of change in pollutant loss** | *[assumptions, parameters and procedures involved in calculation of pollutant reduction must be clearly stated]* |
| **5.5  Calculation of change in pollutant entering the Great Barrier Reef** | *detail how to determine pollutant reductions resulting from project activities at end  of catchment for the reporting period* |
| **5.6  Calculation of reporting period Reef Credits** | *[outline the steps to determine the number of reef credits based on calculated pollutant reductions]* |
| **5.7  Uncertainty** | *[provide details of how the methodology takes into account any uncertainty and makes an appropriate confidence deduction (correction factor).]* |
| **6.  MONITORING AND RECORD KEEPING REQUIREMENTS** | *[provides guidelines for the implementation of a monitoring plan and identify monitored parameters to assess management strategy]* |
| **APPENDICES** |  |