



# Project Idea Note Template

Version 1.1

Published: April 2013

**Project Name:**

**Location:**

**Project Developer:**

**Author:**

**Date:**





## Introduction

The initial stage of registering a project with the Natural Forest Standard is to submit a Project Idea Note (PIN). This is a short document that provides a brief summary of the intended project and identifies and determines the main features and objectives of the project, the parties involved and the proposed project activities.

The purpose of submitting a PIN is to confirm that the project is suitable for the Natural Forest Standard, that it meets the eligibility criteria of the Standard and that the aims and activities of the project are feasible. A PIN template is available on the NFS website.

PIN documents should be submitted to the NFS secretariat, who will review the PIN and give feedback on whether the project is likely to be a successful Natural Forest Standard project. Once accepted, a PIN will be listed in the Project Index section of the NFS website.

By submitting and publishing the PIN document on the NFS website, does not signify the project is a registered NFS project; this is a pre-registration option that simply confirms that the project has met with all necessary eligibility requirements to be accepted as a potential project to proceed through the NFS process.

A PIN is typically a short document of 5-10 pages providing outline information for following suggested categories.



## KEY INFORMATION

<b>Project Name:</b>	
<b>Project Location (country, region):</b>	
<b>Project Developer Details (including contact details):</b>	
<b>Date PIN submitted:</b>	

## PROJECT SUMMARY

<b>Statement of Eligibility</b>	<i>Based on review of the eligibility requirements of the Standard</i>
<b>Objectives</b>	<i>Summary of main objectives of the project, and how these will be achieved</i>
<b>Project Location</b>	<i>Information on the location and size of the project, with brief history and background on the area</i>
<b>Communities, Ecosystems and Biodiversity</b>	<i>Summary of the key features of the project area</i>
<b>Carbon Ownership and Land Tenure</b>	<i>Details land ownership within the project area and land tenure arrangements, including informal land tenure agreements</i>



<b>Carbon Benefit Estimates</b>	<i>Estimate of anticipated total amount of greenhouse gas (GHG) reduction compared to the “business-as-usual” scenario (optional)</i>
<b>Management and Governance Structure</b>	<i>Summary of project management team experience and responsibilities</i>
<b>Stakeholders and Beneficiaries</b>	<i>Summary of who will be affected by the project; how they will benefit</i>
<b>Expected Social and Biodiversity Impacts of Project</b>	<i>How the project’s activities will impact on communities and biodiversity</i>