PROJECT DEVELOPER GUIDE

Carbon Project Readiness Checklist

Evidence to prepare before commissioning a feasibility assessment

Use this tool to identify what is ready, partial or missing before technical work begins. It does not confirm eligibility, approval, registration, credit issuance or commercial returns.

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How to use this checklist

Complete the checklist with the project owner, technical lead, legal adviser, safeguards lead and MRV lead where those roles exist. Mark an item Ready only when the evidence exists and can be shared. Mark Partial where evidence exists but is incomplete, outdated, unsigned or unverified. Use Missing where the item is required but has not been assembled. Use N/A only with a recorded reason.

READINESS GATE	A project is ready to commission a full feasibility assessment when its core activity, location, rights position and data pathway are sufficiently clear for the adviser to test methodology fit, regulatory requirements, delivery risk and commercial viability.

Project profile

Project name	
Project owner / proponent	
Country / county / location	
Activity and sector	
Proposed programme / methodology	
Current development stage	
Assessment completed by / date	

Status key

Ready	Evidence is complete and available
Partial	Evidence exists but needs work
Missing	Required evidence is not available
N/A	Not applicable, with reason recorded

01 Project definition and boundary

Evidence item	Ready	Partial	Missing	N/A
Clear activity description, mitigation type and implementation model				
Site list, location, coordinates, maps and proposed project boundary				
Project scale, technology/intervention and intended participants				
Development stage, proposed start date and supporting records				
Legal entities, delivery partners and accountable project lead				

02 Rights, authority and control

Evidence item	Ready	Partial	Missing	N/A
Legal identity, mandates and authority to develop the project				
Land, asset, resource, facility, technology or waste-stream rights				
Implementation, access, supplier, aggregator or participant agreements				
Preliminary position on carbon/environmental attribute rights				
Community mandates and benefit-sharing arrangements where applicable				

03 Programme and methodology fit

Evidence item	Ready	Partial	Missing	N/A
Proposed crediting programme and current methodology version				
Applicability conditions mapped to project-specific evidence				
Likely boundary, emission sources, carbon pools and leakage sources				
Required tools, modules, factors and programme rules identified				
Known methodology transitions or regulatory constraints reviewed				

04 Baseline evidence

Evidence item	Ready	Partial	Missing	N/A
Historical activity and operating data for the relevant reference period				
Invoices, meters, weighbridge, disposal, production, land-use or lab records				
Current equipment, process and service arrangements documented				
Applicable legal requirements and mandatory practices identified				
Data gaps, limitations and conservative treatment recorded				

05 Additionality and prior consideration

Evidence item	Ready	Partial	Missing	N/A
Required additionality route identified under the methodology				
Capital, operating, financing and revenue assumptions documented				
Dated evidence showing when carbon finance was considered				
Regulatory surplus, barriers and common practice evidence available				
Carbon finance role explained without overstating certainty				

06 Quantification and assumptions

Evidence item	Ready	Partial	Missing	N/A
Preliminary emissions-reduction/removal model with traceable inputs				
Units, factors, equations and data sources documented				
Leakage, uncertainty, conservativeness and reversal risks considered				
Key assumptions and sensitivity cases recorded				
Indicative volume separated clearly from validated or verified outcomes				

07 MRV and data systems

Evidence item	Ready	Partial	Missing	N/A
Initial parameter register: units, source, frequency and owner				
Field, facility, digital, laboratory or remote-sensing data pathway				
Equipment, calibration, sampling and quality-control requirements				
Data access, backup, retention and document-control arrangements				
Monitoring responsibilities, reporting cycle and verification pathway				

08 Safeguards and stakeholders

Evidence item	Ready	Partial	Missing	N/A
Stakeholder and rights-holder map prepared				
Existing consultations and commitments documented				
Preliminary environmental and social risk/safeguards screen completed				
Grievance, consent and ongoing engagement approach identified				
Benefit-sharing principles recorded and aligned to applicable requirements				

09 Kenya regulatory pathway

Evidence item	Ready	Partial	Missing	N/A
Current carbon-market law, regulations and Government guidance reviewed				
No-Objection, Approval and possible Authorisation stages mapped				
Environmental assessment/audit and NEMA requirements identified				
County support, sector permits and land/community requirements mapped				
Intended credit use and any Article 6 route stated clearly				

10 Implementation and finance

Evidence item	Ready	Partial	Missing	N/A
Phased implementation and carbon-development budget prepared				
Funding source, working-capital needs and financing dependencies stated				
Technical, operational, legal, safeguards and MRV roles assigned				
Suppliers/partners and implementation capacity evidenced				
Schedule, critical dependencies and approval gates identified				

11 Commercial case and risk

Evidence item	Ready	Partial	Missing	N/A
Crediting timeline and route-to-market assumptions are realistic				
Price, volume, cost, delay and underperformance sensitivities tested				
Validation, verification, registry and monitoring costs included				
Revenue is described as contingent, not guaranteed				
Stop, redesign and proceed-with-conditions triggers identified				

12 Evidence room and governance

Evidence item	Ready	Partial	Missing	N/A
Document register lists owner, date, version and confidentiality level				
Source evidence is separated from working analysis				
Assumptions, decisions, gaps and unresolved questions are logged				
File naming, approvals and version control are consistent				
A reviewer can follow the evidence trail without relying on memory				

Readiness decision

Summarise the result after reviewing the evidence. The decision should reflect the seriousness of the gaps, not only the number of completed rows.

Decision	Mark one	What it means
Proceed		Core evidence is available; commission the feasibility assessment with stated assumptions.
Proceed with conditions		The assessment may begin, but named gaps must be closed to a deadline.
Pre-feasibility only		Use a narrower screen to test methodology, rights, baseline or regulatory questions first.
Redesign		The activity, evidence model or implementation approach needs material revision.
Stop		A critical constraint currently prevents a credible carbon project pathway.

Critical issues requiring action

1.

2.

3.

4.

Immediate next steps

Action / owner / due date

Action / owner / due date

Action / owner / due date

Stop and resolve the foundation first where the activity remains undefined, the project site or rights are materially disputed, no credible baseline pathway exists, the methodology's applicability conditions are plainly unmet, or no capable implementing and monitoring structure is available.

Reference basis and limitations

This checklist is programme-neutral. It must be adapted to the activity, host country, current programme rules, selected methodology, transaction route and applicable law at the time of assessment.

Primary references

1. Government of Kenya, Kenya Guide for Strategic Engagement in Carbon Markets 2026.

2. Verra, Verified Carbon Standard programme requirements, methodology framework, Project Description and Monitoring Report guidance.

3. Gold Standard for the Global Goals, Principles and Requirements, safeguards and stakeholder engagement materials.

4. UNFCCC Article 6.4 Supervisory Body standards, procedures, forms and current activity-cycle requirements.

Important limitation

Completing this checklist does not determine project eligibility and is not legal, tax, investment, validation or verification advice. It does not guarantee host-country approval or authorisation, programme registration, credit issuance, finance, buyer acceptance, price or commercial return. Requirements change; always confirm the current official rules and forms.

READY FOR A STRUCTURED REVIEW?	Supacare supports project screening, methodology review, feasibility, MRV design, safeguards, stakeholder planning and project documentation.

Visit supacaresolutions.com/contact to request a project readiness assessment.