



Checklist: What You Need to Set Up Your TerraFund Project

Setting up your project on TerraMatch is simple. Before you begin, you should collect as much information as possible. Here is everything we ask users to provide in one handy checklist. If you have any questions or issues about submitting your reports on TerraMatch, please contact your project manager.

To access the TerraFund project creation process you must indicate you would like to monitor and existing project and then enter your TerraFund access code. If you have forgotten your access code, please reach out to TerraMatch@wri.org.

Project Set-up Checklist

- **Location**
 - Project Country
 - Country of Registration of Your Organization
- **Project Boundary**

Please upload a project boundary of the area that is planned to be restored. The format for the boundary must either be a .zip file for the .shp file (containing, .dbf, .shx and .prj) or a .kml file.

You can access some helpful tips for creating project and site boundaries, including [guidance on how to create a .kml file and a zipped shapefile here](#).
- **Project info**
 - Project name
 - Project timeline
 - Expected planting start date
 - Expected planting end date
 - Project budget
 - Please enter the project budget in USD. This should match exactly the amount to which you and the funder have agreed.
 - Project status
 - Indicate if your project is an expansion of an existing project or an entirely new project.
- **Project Goals**
 - History of project area
 - Describe how the land was degraded and the impact of that degradation on local communities and ecosystems, with a focus on the past 10 years.
 - Project objectives
 - Describe the general objectives of the project. Indicate what your organization will achieve with the requested funding.



- Total number of trees to be grown
- Total hectares to be restored
- Total number of jobs created
- Environmental goals
 - Describe how your project will improve the environment and local ecosystems. Highlight concrete goals, e.G., Improved water quality, that you project will achieve.
- Socioeconomic goals
 - Describe how your project will improve the economic and social situation of surrounding communities. Highlight the concrete goals, e.G., Improved crop yields for small farmers, that your project will achieve.
- Sdgs impacted
 - Please describe which of the united nations sustainable development goals your project seeks to address. Please consider the 17 interrelated global goals to achieve a better and more sustainable future for all.
- Long-term growth
 - Describe how this funding will enable you to achieve your organization's long-term goals and how it will impact your annual budget and/or revenue in future years.
- Community incentives
 - Describe how you incentivize farmers and other community members to participate in the project.