



THE UNIVERSITY OF  
MELBOURNE

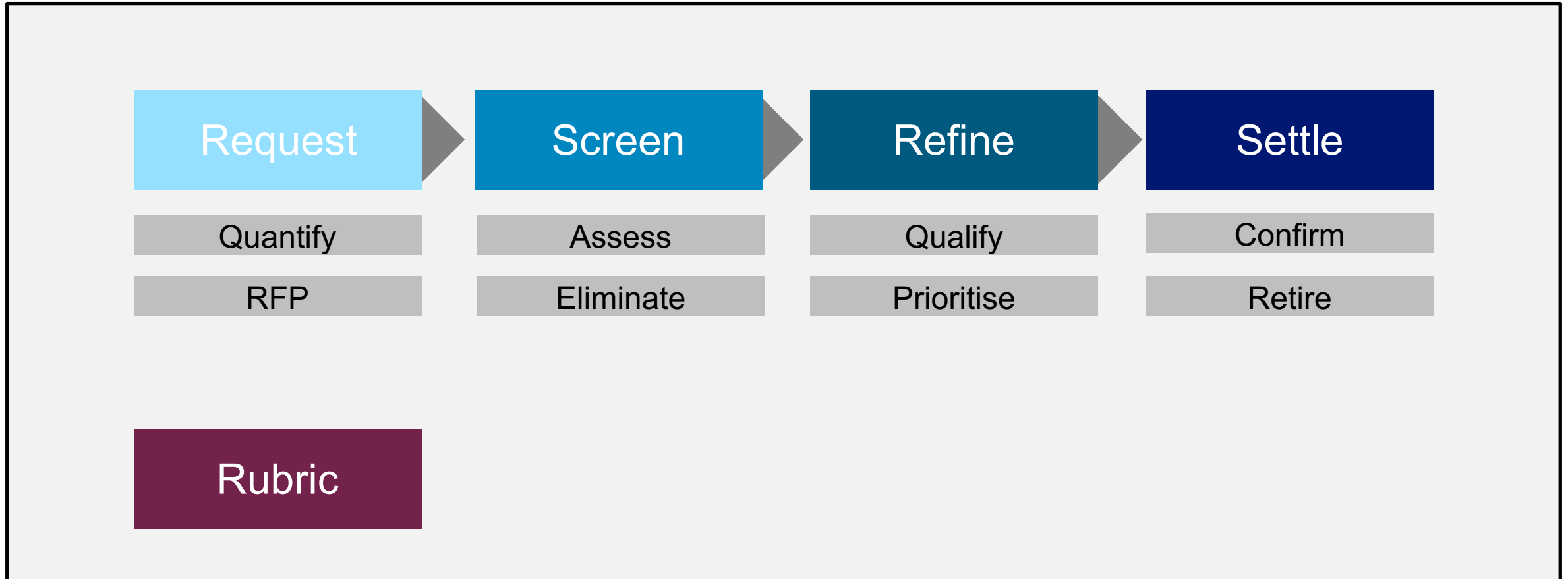
# Carbon Procurement Framework

Developed by the University of Melbourne  
Treasury team in conjunction with the  
Sustainability Strategy team and  
Melbourne Climate Futures

October 2024

# Four Clearly Defined Steps

The framework covers pre- and post- evaluation



# Refining our Requesting Process

## Including greater specificity in our RFP



### Quantify

Determine the volume of units that need to be purchased to offset carbon emissions for the year. Specify targets for scope 1, 2 and 3 and quantify the targets for flights and renewable energy. Refer to the budget to understand cost restraints.

### RFP

Email the providers an RFP outlining non-negotiable criteria, the rubric, pricing, volume details, and a timeline. Format should be a homogenous excel proforma. Seek engagement from strategic partners with a strong reputation. Greater specificity in RFP will reduce the requirement to screen. Ask the providers to give as much relevant data as possible to reduce the requirement to independently research the projects. High integrity units should be paramount: additionality and permanence should be expected

Request

# Reducing our workload by screening projects

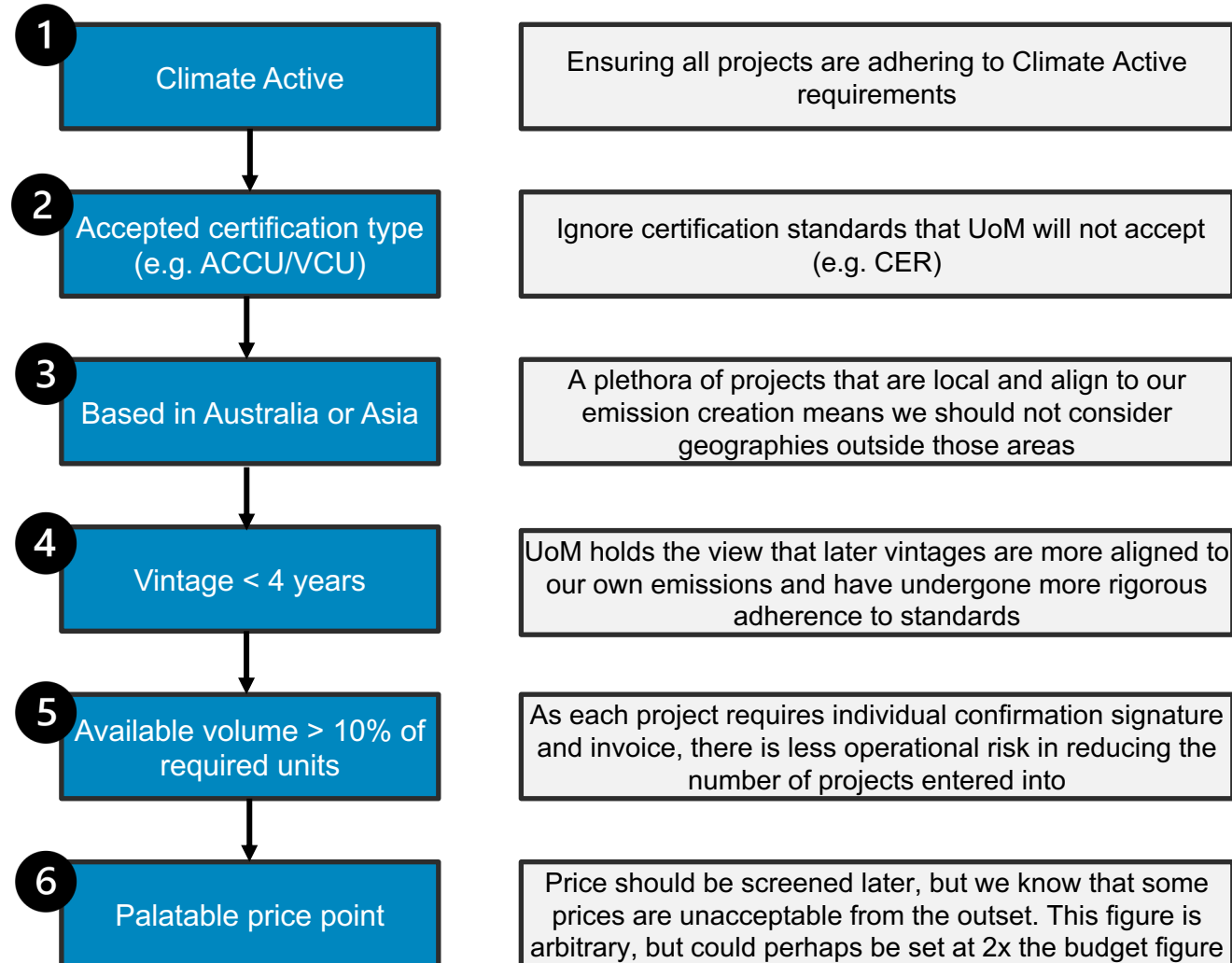
The University has a clear idea of what units it is after



Screen

The screening stage focuses on binary decisions, designed to quickly **assess** and **eliminate** projects that would immediately be unacceptable to UoM. A more specific brief when requesting pricing will further reduce the number of projects that need to be screened. There is no qualification at this stage, and no need to make assessments based on geography or project type.

For the following criteria, reject projects that do not meet the following.



# An Objective Refinement Process

A clear system to assist prioritisation



Refine

**Qualify** projects based on the rubric.

**Prioritise** with the help of a 1 – 5 ranking based on how well the rubric categories align with UoM objectives. A well-defined refinement system removes subjectivity in prioritising projects and ensure the highest ranked projects are considered. Evaluating top ranked projects, alongside price and other qualitative factors will complete the decision process.

Once the final projects are nominated, budget should be proportioned across chosen projects, taking into considerations things like managing relationships with providers and mitigating reputational risk

5

4

3

2

1

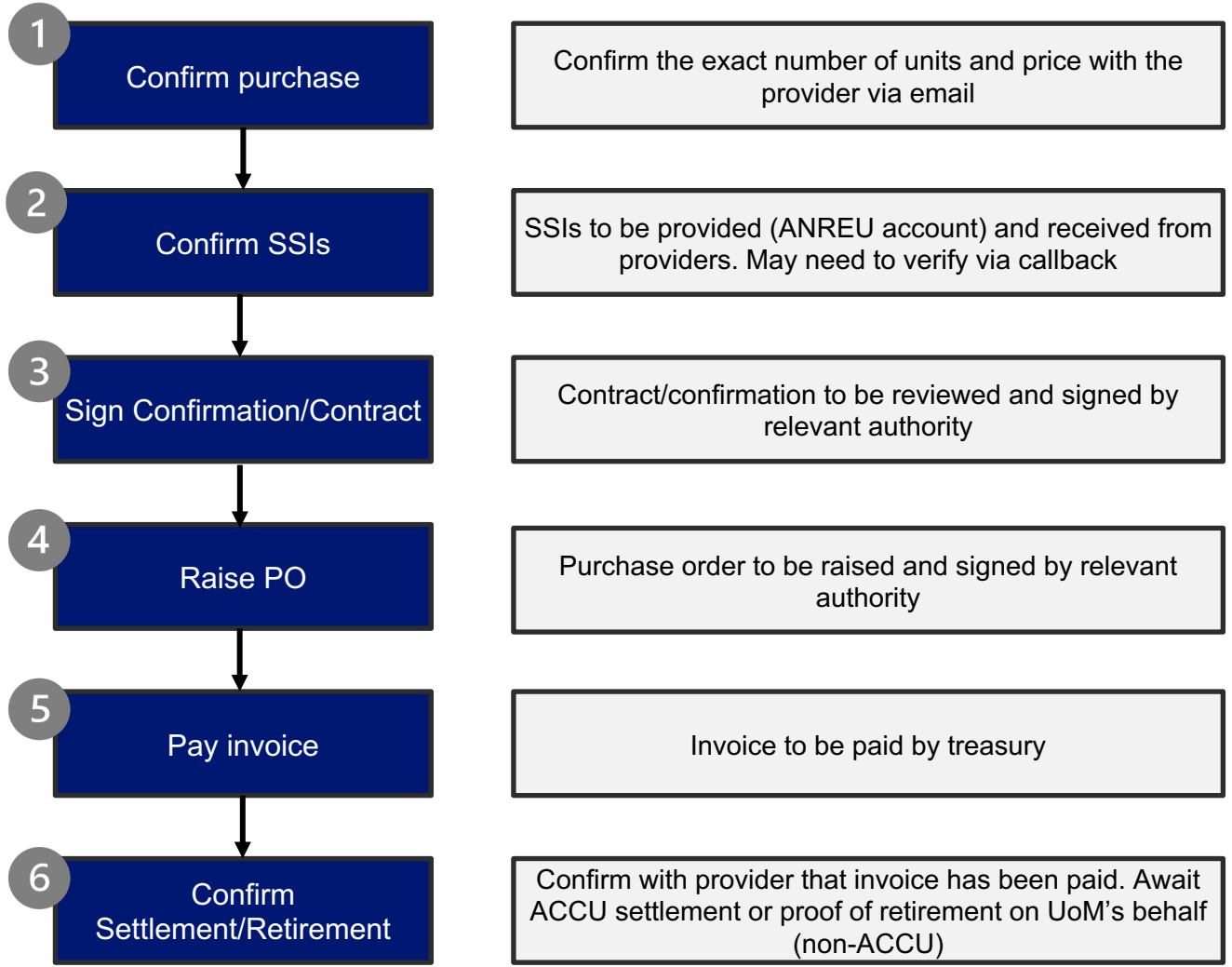
Geography	Project Type	Cobenefits	Vintage	Permanence
	<i>Work with MCF to understand which methodologies should rank best</i>	<i>SDGs give a homogenous system to measuring cobenefits. Education could be prioritised</i>	<i>Older vintages already eliminated in screening process</i>	
Victoria		4+ SDGs & Indigenous proponent	Less than 1 year	Perpetuity
Rest of Australia		3+ SDGs & indigenous proponent, or 4 SDGs	Less than 2 years	Over 100 years
China	Savanna Burning, Soil Carbon	2+ SDGs & indigenous proponent, or 3 SDGs	Less than 3 years	25 – 100 years
Indonesia, India, Malaysia, Vietnam, Singapore, HG, Taiwan, Canada, USA, Sri Lanka, Korea	Waste Management, HIR, Reforestation, Ecosystem Conservation, Renewable Energy Generation	1+ SDGs & indigenous proponent, or 1 SDG	Less than 4 years	10 – 25 years
Rest of World	Energy Efficiency	0 – 1 SDGs	4 years +	< 10 years

# Step-by-Step Settlement built into the Framework

Capping off the procurement process



Settle



# A Simplified Rubric

Easy to understand and to use for evaluation



Rubric

Evaluation Criteria	Assessment
Compliance with Climate Active Carbon Neutral Standard	Pass/Fail
Australian Clean Energy Regulator or Verra certified	Pass/Fail
Project based in Australia or Asia	Pass/Fail
Unit Vintage less than four years	Pass/Fail
Availability of greater than 10% of total requirement	Pass/Fail
Cost does not exceed double the budget rate	Pass/Fail

Evaluation Criteria	Weighting
Geography	30%
Project/Methodology Type	30%
Cobenefits	20%
Vintage	10%
Permanence	10%

For further information regarding this framework, please reach out to Ethan Bereznicki directly  
(ethan.bereznicki@unimelb.edu.au)



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