



County of Humboldt

Project Trellis Cannabis Business Micro-Grant

Updated Nov. 11-20-2020

Thank you for your interest in the Project Trellis Cannabis Business Micro-Grant Program. As specified in Humboldt County Resolution 20-33, the program's purpose is to:

...bolster the cannabis industry, and protect future cannabis excise tax revenues by providing services to populations and communities in Humboldt County who were adversely affected by the criminalization of cannabis, to develop a framework for supportive programs designed to sustain and grow Humboldt County's cannabis industry, and to assist cannabis businesses as they work to overcome the financial and logistical challenges of coming into compliance.

Please see the [Project Trellis Cannabis Business Micro-Grant webpage](#) for more details as found in the [applications instructions](#), [Notice of Funding Availability \(NOFA\)](#), and [scoring rubric](#). Please contact [Peggy Murphy](#) at pmurphy@co.humboldt.ca.us or (707) 599-0125 to discuss any questions about your application.

Update Notice

The Project Trellis Cannabis Business Micro-grant Notice of Funds Available (NOFA) and application were updated November 20th, 2020, based on input from the Board of Supervisor's and the public.

Grant Amount

The total allocation for the current year is \$516,492 and will be allocated to selected project proposals. Individual applicants may apply for up to \$10,000. Collaborative, mutually beneficial cooperatives and associations may apply for up to \$50,000.

The link to the application form, instructions, and example scoring rubric can be found at <http://gohumco.org/236/Project-Trellis-Micro-Grants>.

Eligibility

As defined by Resolution 19-45 as amended by Resolution 20-33, to be eligible for funding, applicants must be:

- 1) a Humboldt County based business, cooperative or association (examples include, but are not limited to: Cannabis Cooperative Association, Road Maintenance Association, Agricultural Cooperative), or nonprofit organization
- 2) having 75% or more of its operations based in Humboldt County;
- 3) currently licensed and registered to operate in Humboldt County*;
- 4) whose activities are specific to the cultivation, processing, manufacturing, distribution or retail of cannabis, or whose organization provides support and/or services to the cannabis industry.

*If an applicant is not licensed or registered, but is in the process of doing so, it may apply for grant funds for the purpose of completing the licensing and permitting process.

Application Process

Applications should be submitted electronically. However, hard copies are accepted if some documents are easier to submit in paper format. Applications are to be submitted electronically via the

online application form found at: <http://gohumco.org/236/Project-Trellis-Micro-Grants>. Electronic attachment formats accept are: PDF, JPEG, or PNG. A PDF download is available via the online application platform, which can be returned via email, including all required attachments, to pmurphy@co.humboldt.ca.us. Hard copies can be mailed or delivered to the County of Humboldt County Administrative Office's Office of Economic Development, Attn: Peggy Murphy, 520 E Street, Eureka, CA 95501. Only complete applications, including all required attachments, will be accepted for consideration.

Applications may be subject to public disclosure pursuant to the California Public Records Act.

Please contact Peggy Murphy by phone at 707-599-0125 or email at pmurphy@co.humboldt.ca.us to discuss any questions about your application.

Application Packet Checklist

Required (per County Resolution 19-45) All documents listed below must be submitted at the time of application to be considered for funding. Applicants may be required to submit other documentation depending on the nature of their application and project. Document formats accepted for upload are PDF, JPEG, PNG.

- Completed Application/Coversheet
- Project Narrative
- Project Budget that includes revenue and expenses
- Documentation certifying legal status of business
- Proof of business or agency licensing
- Proof of regulatory compliance
- Any accompanying and supportive project documents such as site maps, equipment specifications, contractor bids and estimates.

Optional Attachments that may be Included:

- Timeline with expected project milestones and completion dates
- Letters of support: attach documentation of collaboration and/or project need in the form of Letters of Support, Letters of Partner Commitment, and/or Memoranda of Understanding
- Brief resumes of key personnel
- Market Analysis
- Business Plan
- Associated Research



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Application Coversheet

Applicant Name and Title

Street Address

Street Address Line 2

City State

Postal / Zip Code Country

Applicant Phone Applicant Email

Applicant interest in project/site

Business/Association Name

Please note: Applications may be disclosed pursuant to the California Public Records Act. If you are including information you consider confidential in this application, please see the “additional information” section of Narrative questions.



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Applicant Eligibility

- Are you applying as a Humboldt County based business, cooperative, association, or nonprofit organization? Yes No
- Are 75% or more of its operations based in Humboldt County? Yes No
- Are you currently licensed and registered to operate in Humboldt County? Yes No
- Are the activities of your business, association, or organization, specific to the cultivation, processing, manufacturing, distribution or retail of cannabis, or whose organization provides support and/or services to the cannabis industry? Yes No



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Business or Association Type

\$10,000 Eligibility

- Cultivation (as defined in Humboldt County Code 719 3)
- Retail
- Manufacturing
- Distribution
- Cannabis Support Business

Cultivation Lighting (as defined in Humboldt County Code 719-3)

- Outdoor
- Mixed Lighting
- Indoor

\$50,000 Eligibility

Cannabis Cooperative (As defined in California Business and Professions Code § 26220 et seq.)

Road Maintenance (As defined in Humboldt County Code Section 314 55.4.12.1.8.4)

Nonprofit Cooperative Associations (As defined in California Food and Agriculture Code 54001 et seq)

Nonprofit Mutual benefit Corporations (As defined in Corporations Code 7110 et seq; and consisting of 2 or more entities)

Agricultural Cooperatives (As defined as user owned, user controlled, and user benefitting with Articles of Incorporation as required by the California Secretary of State)

Other

If Other, please explain

What amount of the business is Humboldt owned? "Humboldt owned" is defined by registered residency of owners

100% Humboldt owned

51% 99% Humboldt owned

1% 50% Humboldt owned

0% Humboldt owned

Ownership Structure and Owners

of FTE Employees

N/A

Summarize the business/association and its activities
Word Limit: 250

Please include this summary on a separate paper included with submission.



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Proposal Request

Program / Project Name	<input type="text" value="Road road improvement project"/>
Requested Amount	<input type="text" value="USD 0.00 \$10.000"/>
Total project cost/funding needed:	<input type="text" value="USD 0.00 30,000.00- 50,000.00"/>
Additional Funding Sources	<input type="text" value="Private land owners will be funding the remainder of the project all"/>
Type of project	<input checked="" type="checkbox"/> Planning <input type="checkbox"/> Implementation <input checked="" type="checkbox"/> Technical Assistance <input type="checkbox"/> Capital Investment <input type="checkbox"/> Other
Project Address	<input type="text" value=""/>

Project Assessor's
Parcel Number (APN):

218-061-007

Does the project/business consist of a qualified outdoor cultivating operation (as per Humboldt County Land Use Ordinance) that produces less than 10,000 sq. ft. of cannabis (not including co ops and associations whose cumulative area may exceed 10,000 square feet)?

Yes
 No

Which of the following licenses, permits, or agreements do you currently have, or are in the process of obtaining, as are applicable to your business/organization. Applicants may be required to submit other documentation depending on the nature of their application and project. Acceptable attachment formats are PDF, JPEG, and PNG. When uploading documents, please label with the applicable title from the list below.

- CDFA Cannabis Cultivation Annual Permit
- CDFA Cannabis Cultivation Provisional Permit
- CDFW Lake And Streambed Alteration (LSA) Agreement or written verification if not needed.
- Humboldt County Annual Permit
- Humboldt County Provisional Permit
- Jurisdiction Business License
- California Department of Tax and Fee Administration tax permit
- Motor Carrier Permit
- California Department of Public Health's Manufactured Cannabis license
- CDFA Weighmaster license
- Articles of Incorporation
- Federal Employer Identification Number (FEIN)

Licenses, Permits, &
Agreements

Please include copies of licenses, permits and agreements to this application for submission.



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Explanation of Narrative Questions

Please provide narratives that respond to the following prompts. For more information on narrative responses, please refer to the [scoring rubric](#).

Project Overview: In this section, describe the proposed project and anticipated use of requested funds. Also, describe other attempts to secure alternative funding, and how or why the requested micro grant is needed to become solvent.

Word Limit: 500

Please provide this narrative on a separate piece of paper to be submitted with this application.

Economic Impacts: Describe the economic impact, sustainability, civic impact of the business/association. Describe how the project supports industry growth and development and will enhance Humboldt County's competitive edge and will add to the sustainability of Humboldt County's cannabis industry. Describe how operations are expected to add to revenues collected through the Cannabis Excise Tax. Describe how the project and/or grant request will result in the creation and/or retention of jobs. Describe how the applicant will use funding to increase long term sustainability of their business/association. Describe any other community impacts the business/association supports through civic engagement such as volunteering activism, or organizing, etc.

Word Limit: 500

Please provide this narrative on a separate piece of paper to be submitted with this application.

Environmental Impacts: In this section, describe the effort made to reduce environmental impact. Describe how the project has, or will have, a positive effect on the environment and long term sustainability. Please make sure to indicate if these efforts are planned, in process, or established. Based on the scoring criteria for this section please focus on one or more of the following:

Word Limit: 500

Please provide this narrative on a separate piece of paper to be submitted with this application,.

Project Process:

Describe activities/work already conducted toward meeting objectives (i.e. prior research, planning, permitting, investment). Describe per AB 1291, if applicant has provided, or is in progress of, an attestation (under 20 employees) or formed a Labor Peace Agreement (20 and above employees). Describe applicant knowledge of cannabis industry best practices, as well as, how applicant has or will secure the necessary resources (skilled personnel skills, plan, business structure, etc.) needed to achieve desired outcomes. Describe how funding will help applicant meet clearly stated objectives and outcomes can be measured/demonstrated.

Word Limit: 500

Please prepare this narrative on a separate piece of paper to be submitted with this application.

Additional Information (optional)

Please add any additional information you feel would help the committee to understand your project. This is the place to share any personal, confidential or sensitive information. Applications are subject to disclosure pursuant to the California Public Records Act. However, certain Information about physical or mental health, medical records, personal contact information if there is a compelling interest in withholding the information (must be explained), receipt of public services, trade secrets or other proprietary information may be withheld from disclosure. In addition, information that is in the best interest of the public to withhold, when balanced against the strong public interest in disclosure of the information, as determined by the County, may be withheld.

Word Limit: 250

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Sample Project Budget Format

Applicants must provide a detailed operational budget of the project or grant request that includes revenue and expense.

Applicants may use the following or a similar format for your project budget submittal. For major expenses, please be specific.

Note: The table below is for information only and is not fillable. When complete, please upload your budget file in the field beneath the example.

<i>Project Expense Item</i>	Total Cost (\$)	Requested Amount from Project Trellis Grant Fund	Amount of other funding	Source of Other Funds
Example: Travel	5,000	2,000	3,000	Owner
Direct Salaries & Wages (breakdown by individual position & indicate full or part-time; list indirect staff costs in "Overhead-staff related" section below)				
Staff 1				
Staff 2:... etc.				
Sub-total: all Direct Salaries & Wages				
Benefits & Payroll Taxes				
Consultant & professional fees (specify)				
Travel (describe)				
Equipment (specify)				
Overhead- non-staff related				
Overhead- staff related (breakdown by individual position; include payroll taxes and fringe benefits)				
All Overhead Costs as % of Total Project Cost				
Total Project Cost				

Note 1: "Overhead non staff related" includes office supplies, printing, telephone/fax, postage, rent, and utilities.

Note 2: "Overhead staff related" is comprised of indirect staff costs (e.g. bookkeeper).

Project Budget

Upload files using this box.

Please prepare your project budget on a separate sheet to be included with this application.



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Additional Attachments

Select each item being uploaded.

- Any accompanying and supportive project documents such as site maps, equipment specifications, contractor bids and estimates.
- Timeline with expected project milestones and completion dates
- Letters of support: attach documentation of collaboration and/or project need in the form of Letters of Support, Letters of Partner Commitment, and/or Memoranda of Understanding
- Brief resumes of key personnel
- Market Analysis
- Business Plan
- Associated Research

File upload

Please attach copies of all documents checked above for submission with this application.

Project Overview: In this section, describe the proposed project and anticipated use of requested funds. Also, describe other attempts to secure alternative funding, and how or why the requested micro-grant is needed to become solvent.

Word Limit: 500

The project is stream crossing improvements located along A road.

The project is a highly impacted and shotgunned culvert located at the beginning of a road used by about 8 parcels. The project is located on a parcel seeking 2.0 county permitting. The parcel was a rental for about 50 years before the current owner purchased it. She has been working to clean it up since purchase. The culvert is shotgunned and perched over about 20 feet of dumped trash from illegal dumping done long ago. In order to operate this farmer needs to have a plan for completing certain improvements on the property including ultimately cleaning up this historic dump site, engineering, permitting and replacing this culvert. This project will need considerable amounts of Rip rap and some fill trucked in to the project site. Due to very rural location these will cost a lot. The goal of the landowner is to be able to operate a very small 2000 square foot operation. Just a small quality based all organic operation. They have not been able to find any other potential sources of funding at this time. The complete cost is not fully clear at this time there is engineering costs, CDFW project fee +consulting cost and possible large cannabis restoration fee, SWRCB fee and consulting costs, and implementation costs. Due to the extremely impacted condition of the culvert outlet engineers contacted won't be able to estimate cost of full project without making a site visit (hoping to use SHN but may use other company). We have been in contact with the owner of Paula and sons earthworks who has offered to take a look at the project for us we should have basic estimate of installation cost soon (but it may change depending on engineering.)

This very small 2.0 farm is not yet able to operate. They need to make a plan and get the initial engineering going for this stream crossing improvement. If awarded this funding will help to allow this farm to become solvent. This farm becoming solvent is also dependent on completing a very expensive restoration job on another site on the parcel. This farmer is already stretched very thin trying to juggle CDFW, SWRCB, and Engineering costs for the required restoration project. Not Sure LLC had hoped to have the rest of the road residents involved in a larger funding request for this project but were unable to organize and accomplish that before this Grant window closes. In light of the approaching deadline they decided to request 10K for the cost of initial engineering, CDFW, and SWRCB costs.

Economic Impacts: Describe the economic impact, sustainability, civic impact of the business/association. Describe how the project supports industry growth and development and will enhance Humboldt County's competitive edge and will add to the sustainability of Humboldt County's cannabis industry. Describe how operations are expected to add to revenues collected through the Cannabis Excise Tax. Describe how the project and/or grant request will result in the creation and/or retention of jobs. Describe how the applicant will use funding to increase longterm sustainability of their business/association. Describe any other community impacts the business/association supports through civic engagement such as volunteering activism, or organizing, etc.

Please provide this narrative on a separate piece of paper to be submitted with this application.

Word Limit: 500

The farm making this request is currently in permitting but not yet able to operate. This farm is expected to add to revenue from cannabis tax collected by making it possible for one 2000 square foot all organic farm to operate and pay Taxes into the future. This project will also benefit other farms and private land owners located on the road.

With plans to fix this culvert in the future, with a set deadline, this 2000 sq. ft. farm could begin operations. However, it is unclear if they could make the needed profits any time soon to actually complete the cleanup and restoration of this Stream crossing. The crossing is not used by the farmer at all, instead it is located on a section of road the farmer never uses. however, it is located on the subject parcel and therefore it will be come an issue for longevity of this farm. If awarded this funding will increase the likelihood of being able to meet deadlines for fixing these kinds of legacy issues and therefore be allowed to continue operation

into the future. This farmer is currently unsure of full cost of restoration project already began and is now trying to quantify just how much this project will cost and how long the agencies involved will be willing to give the farmer to correct this misaligned culvert. It seems like the light at the end of the tunnel just keeps getting dimmer and dimmer.

This project, if funded, would put all road residents one step closer to bring A road into shape comparable to Cat 4 standards. Cat 4 standards or equivalent is a requirement of cannabis permitting. Once the whole road is brought up to this standard it will boost property values and hopefully allow new permitting in our area in turn boosting the cannabis industry.

Environmental Impacts: In this section, describe the effort made to reduce environmental impact. Describe how the project has, or will have, a positive effect on the environment and long-term Sustainability. Please make sure to indicate if these efforts are planned, in process, or established. Based on the scoring criteria for this section please focus on one or more of the following:
Word Limit: 500

Over the past few years myself and other land owners have done a number of things to our road to minimize effects on the environments including but not limited to reshaping and rocking (this is an established practice of our road improvement group).

Cleaning up the 20 feet of trash, at least one old cars, and realignment of the culvert along with proper rip rapping and fill will have lots of environmental benefit. I'm not sure how exactly we should explain the environmental benefit. To me they are apparent. We could provide photographs of the culvert if desired. I find it easier to see environmental benefit this project would have with a photograph of the trash that would be removed and the shotgunned culvert creating erosion that would be remedied.

These funds if awarded will correct misaligned culverts and reduce potential for erosion in the future. The illegal trash dump clean up will have a clear benefit to the environment removing materials that are potentially harmful from the culvert outlet. This culvert is shotgunned over about a 20 feet drop through illegal dumping and at least one very old car used to attempted to armor the outlet of the stream from the look of it. The land owner has already started the clean up project by begging to remove all tires and other loose easily movable debris. However, the removal of the old car and other large trash will need to be done with machinery at the time of replacement (when rip rap and fill is ready to place in its location).

This grant if awarded would allow this farm to quickly begin the planning and engineering process for clean up and remedy of a 30 + year old poorly installed culvert complete with illegal trash dump. This project if complete will result in a reduction in sediment and correct an erosion problem that has negative effects on water quality.

Project Process:

Describe activities/work already conducted toward meeting objectives (i.e. prior research, planning, permitting, investment). Describe per AB 1291, if applicant has provided, or is in progress of, an attestation (under 20 employees) or formed a Labor Peace Agreement (20 and above employees). Describe applicant knowledge of cannabis industry best practices, as well as, how applicant has or will secure the necessary resources (skilled personnel skills, plan, business structure, etc.) needed to achieve desired outcomes. Describe how funding will help applicant meet clearly stated objectives and outcomes can be measured/demonstrated.

Word Limit: 500

The Farmer/owner making this request is in the middle of finalizing a restoration plan that will exhaust all funds available and cannot monetarily contribute to this effort at this time (CDFW fees for

restoration site is nearly \$4,000. SWRCB fee will be at least \$2000 before consulting if 401 is not required. Phase one of the restoration project was \$8100, full cost of later phases has not been fully estimated by engineer, that will be coming soon) The land Owner began the trash cleanup project at the dump site. Starting with the removal of all trash and debris that can be moved by hand without machinery.

Applicants are well versed in cannabis/ farming best practices and has long enjoyed growing fully organic no spray vegetables for family subsistence. Applicants have already begun to do things like disconnect ditches to the maximum extent possible. They began work on these things way back in 2015 with the first SWRCB order. Applicants minimize water use during cultivation through various best management practices including but not limited to building soil to retain moisture, mulching, watering at opportune time of day to minimize loss to evaporation, and many other technique. We regularly monitor all crossings on our property and that erosion problems on various ways using BMP's including but not limited to use of straw bales, fiber rolls, rock, mulch and seed. One particular farmer has restored old in-stream ponds beautifully through planting of native plants (willows). I could go on for a very long time about the various BMP's that will be used by this farmer. This up and coming farm still trying to battle their way through the rest of the needed improvements (including this culvert clean up) to be able to grow a small owner operated 2000 square foot farm plans to be 100% organic, no spray. If they ever make it to operating they will implement many BMP's as well as regenerative farming practices.

I have a local consultant (Jasmine finely Of Finley and Friends) willing to help us pull together the resources for this project. The land owner at project site already is working with SHN. Farmer plans to have them work on this project as well. Paula and Sons Earthworks has reached out to us via community discussion online to say they would be happy to take a look at the project and bid it as installation company.

The project objective is to clean up and remedy a misaligned culvert perched over 20 feet of old cars and trash. Funding will allow us to begin planning and engineering for this needed stream crossing improvement. This funding will allow one farm to become operational without signing up for a death sentence in expensive improvement required in the future. It is difficult for a 2000 square foot farm to pay for the clean up of such an extremely impacted culvert and illegal dumping location. Outcome could be easily demonstrated with copy of engineered plans and complete LSAA and SWRCB authorizations.

Additional Information (optional)

Please add any additional information you feel would help the committee to understand your project. This is the place to share any personal, confidential or sensitive information. Applications are subject to disclosure pursuant to the California Public Records Act. However, certain Information about physical or mental health, medical records, personal contact information if there is a compelling interest in withholding the information (must be explained), receipt of public services, trade secrets or other proprietary information may be withheld from disclosure. In addition, information that is in the best interest of the public to withhold, when balanced against the strong public interest in disclosure of the information, as determined by the County, may be withheld.

Word Limit: 250

I would like to add this Farmer has slowly been working towards getting all needed plans for required improvements. We are doing our best to make all required improvements but need help in immediately funding this engineering in order to make all agencies happy and allow operation soon. Once operational we will be setting aside all profits to fund remediation of restoration site and clean up sand replacement of this stream crossing.

Given the complicated nature of this illegal dump site culvert it has been difficult to figure out where to begin. Then the restoration site became a much more expensive and involved task than originally believed.

If awarded this funding it would give me the opportunity to move that this major cleanup project forward at light speed compared to the current pace. If funded this would allow us to immediately begin planning/ engineering for clean up of this illegal dump site and move the expected reinstallation date of corrective stream crossing, protecting to the environment from further damage related to this legacy damage.

The engineering plans in hand would give us the opportunity to set realistic long term goals for complete remedy of the site that can be agreed upon by all agencies involved.

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]