

Instructions

Assistance for Local Equity Applicants' and Licensees' Startup and Ongoing Costs

Steps

- 1 Enter the jurisdiction's name and total amount requested where indicated at the top of the spreadsheet. Complete each section as specified below.
- 2 Make sure the information provided in this budget spreadsheet matches the response to Question 28 (budget narrative) in the online application.
- 3 Ensure all sections are complete and correct. If the Grand Total (row 78) exceeds the Total Amount Requested (row 4), the cell will turn red to indicate the discrepancy. If the Administrative Costs Total (row 76) exceeds 10 percent of total amount requested, the cell will turn red. Additionally, if the Direct Technical Assistance Costs Total (row 74) exceeds 10 percent of total amount requested, the cell will turn red.
- 4 Upload the budget workbook in the Required/Supporting Documentation section of the online application as an excel file (**do not upload as a PDF**).

Section A: Loans and Grants

In this section, indicate the jurisdiction's expenses related to loans and grants to assist local equity applicants and licensees with their startup and ongoing costs. In rows A1-A10, next to each type of cost, enter the dollar amount in the appropriate column to indicate the distribution method: grants, no-interest loans, or low-interest loans. Describe the other cost types not listed in rows A11-A15.

Section B: Direct Technical Assistance

In this section, indicate the jurisdiction's expenses related to providing or funding direct technical assistance to local equity applicants and licensees. No more than 10 percent of the total grant award may be used for direct technical assistance.

In Section B1 please enter the title of the the staff member(s), briefly describe their role(s) in the project, annual salary and benefits, and the full-time equivalent (FTE) percent of time. For example for 25% effort, enter 25.

In Section B2 please describe the other (non-personnel) costs associated with providing or funding direct technical assistance and the cost of each expense/item.

Section C: Administrative (Personnel)

No more than 10 percent of the total grant award may be used for administration. This includes employing staff or hiring consultants to administer the program (including administering loans and grants), and the jurisdiction's costs associated with its efforts to provide sources of capital to its local equity applicants and local equity licensees.

Enter the title of the the staff member(s), briefly describe their role(s) in the project, enter annual salary and benefits, and the full-time equivalent (FTE) percent of time. For example for 25% effort, enter 25.

Section D: Administrative (Other)

For each line item, please list any other (non-personnel) administrative cost(s), and briefly describe the purpose in the project.

**Bureau of Cannabis Control Cannabis Equity Grants Program for Local Jurisdictions
Assistance for Cannabis Equity Program Applicants & Licensees
Application Budget Detail - Funding Request Type 2**

JURISDICTION NAME: County of Humboldt
Total Amount Requested (may not exceed \$10,000,000): \$ 1,338,683.13

Assistance for Local Equity Applicants' and Licensees' Startup and Ongoing Costs

A. Grants and Loans		Grants	No-interest Loans	Low-interest Loans	Total
A1	Rent				\$ -
A2	Lease				\$ -
A3	Local and state application, licensing, and regulatory fees	\$ 300,000.00			\$ 300,000.00
A4	Legal assistance	\$ 200,000.00			\$ 200,000.00
A5	Regulatory compliance	\$ 250,000.00			\$ 250,000.00
A6	Testing of cannabis				\$ -
A7	Furniture				\$ -
A8	Fixtures and equipment				\$ -
A9	Capital improvements	\$ 250,000.00			\$ 250,000.00
A10	Training and retention of a qualified and diverse workforce	\$ 204,814.82			\$ 204,814.82
A11	Incubator program				\$ -
A12					\$ -
A13					\$ -
A14					\$ -
A15					\$ -
Assistance for Startup and Ongoing Costs Subtotal					\$ 1,204,814.82

Direct Technical Assistance Costs

(May not exceed 10% of total amount requested)

B. To Provide or Fund Direct Technical Assistance (TA) to Local Equity Applicants and Equity Licensees				Total
B1. Personnel	Role in Project	Annual Salary and Benefits	Percentage of Time	
B1.1				\$ -
B1.2				\$ -
B1.3				\$ -
B1.4				\$ -
B1.5				\$ -
B1.6				\$ -
B1.7				\$ -
B1.8				\$ -
B1.9				\$ -
B1.10				\$ -
Subtotal				\$ -

B2. Other Direct Technical Assistance Costs	Amount	
B2.1		
B2.2		
B2.3		
B2.4		
B2.5		
B2.6		
B2.7		
B2.8		
B2.9		
B2.10		
Subtotal		\$ -

Administrative Costs

(May not exceed 10% of total amount requested)

C. Personnel	Role in Project	Annual Salary and Benefits	Percentage of Time	Total
C1	Equity Specialist	Coordinate and manage Equity Program	20%	\$ 24,994.34
C2	Dept. Director	Oversight and administration of program	5%	\$ 10,172.91
C3	Admin. Analyst	Administrative support	10%	\$ 6,040.70
C4				\$ -
C5				\$ -
C6				\$ -
C7				\$ -
C8				\$ -
C9				\$ -
C10				\$ -
Subtotal				\$ 41,207.94

D. Other Administrative Costs	Amount	
D1	Subcontract with California Center for Rural Policy at Humboldt State University to provide data collection, analysis, monitoring, and evaluation	
D2	A87 Charges; IT, accounting, CAO, Auditor, Controller, purchasing support	\$ 7,000.00
D3	Overhead: Facilities, rent, supplies, travel, communications, postage, equipment, etc.	\$ 10,660.37
D4	Subcontract for administration direct Technical Assistance in the form of Small business support services: direct technical assistance services to facilitate business owr	\$ 75,000.00
D5		
D6		
D7		
D8		
D9		
D10		
Subtotal		\$ 92,660.37

Direct Technical Assistance Total				\$ -
Direct Technical Assistance Costs as Percentage of Total Amount Requested				0.00%
Administrative Costs Total				\$ 133,868.31
Administrative Costs as Percentage of Total Amount Requested				10.00%
GRAND TOTAL				\$ 1,338,683.13