

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

Update No'tice

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.

Applica'tion 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, of 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 p<u>murphy@co.humboldt.ca.us</u> to discuss any questions about your application.

Applica'tion Packet Checklist

Required (per County Resolu'tion 19-45) All documents listed below must be submitted at the 'time of applica'tion to be considered for funding. Applicants may be required to submit other documenta'tion depending on the nature of their applica'tion 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 Covershe	et		
Applicant Name and Title			
Street Address			
Street Address Line 2			
City	Arcata	State Cali	ifornia
Postal / Zip Code	95521	Country L	JSA
Applicant Phone	Applicant	Email je	essica.todayshumboldtc
Applicant interest in project/site	Multi-Operational, Verticall	y Integrate	d Cannabis Co.
Business/Association Nam	e Today's Humboldt County		

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?	V 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	Not eligible for larger grant amount.	
What amount of the bus "Humboldt-owned" is de residency of owners	siness is Humboldt-owned? fined by registered	100% Humboldt-owned 51%-99% Humboldt-owned 1%-50% Humboldt-owned 0% Humboldt-owned	
Ownership Structure and Owners			
# of FTE Employees	25		
Summarize the business/association and its activities Word Limit: 250	Please include this summa submission.	ary on a separate paper included with	



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Proposal Request	
Program / Project Name	Today's Humboldt County, LLC
Requested Amount	USD 0.00 10,000.00
Total project cost/funding needed:	USD 0.00 ~10,000.00
Additional Funding	Revenue gains from cultivation and processing operations.
Type of project	Planning
	Implementation
	Technical Assistance Capital Investment
	Other
Project Address	Arcata, CA 95521

Project Assessor's Parcel Number (APN):	507381006	
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)?		
process of obtaining, as a to submit other documen	enses, permits, or agreements do you currently have, or are in the are applicable to your business/organization. Applicants may be required tation depending on the nature of their application and project. Formats are PDF, JPEG, and PNG. When uploading documents, please label 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, &	Choose Files No file chosen	
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 <u>scoring rubric</u>.

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 sumitted 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.

Project Expense Item	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 offce 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.

Choose Files No fil chose

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 uploadkdi.	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.

County of Humboldt Project Trellis Business Cannabis Micro-grant Application

Summarize the business/association and its activities (250 words)

Today's Humboldt County, LLC, is a startup company that functions in today's cannabis market as a multi-operational and vertically integrated organization. We operate under the use of four different California Cannabis Licenses; (1) Adult Use and Medicinal - Distributor License (Provisional), (2) Adult Use - Processor (3) Cannabis Cultivation License, Adult Use - Nursery (4) Cannabis Cultivation License, Adult Use - Specialty Indoor, licensed to cultivate 5k sq. ft. Our organization aims to represent the needs of cultivators, consumers, and community members alike.

Project Overview (500 words)

Our company was acquired approximately 2 years prior to the spread of a worldwide health threat that has been transforming our economic landscape. Through the changes that have taken place in Humboldt County and the cannabis industry, our team has persevered in getting this startup company off the ground. We opened our doors as of August 1st, 2020, and have maintained operational hours of 7:00am-7:00pm. We are powered by 25 hard working cannabis enthusiasts and Humboldt locals. True to our name- we share in the grit and resilience that symbolizes our beautiful Humboldt County. , CFO, raised in SoHum, is the accomplished owner of multi-generational family farm, Amaranth Farms, where he works with cannabis alongside his parents and CEO, a Humboldt cannabis cultivator of over 20 years. Like , he has raised his family here, has owned several successful businesses (one of such being the well-established Humboldt Heals, DBA Spire Ridge Farms). resides in McKinlevville, where his attend classes; Today. with and most-likely to be found on a moto track.

Our project, Today's Humboldt County, has organizationally emphasized processing and distribution of cannabis that is harvested at these farms (Amaranth & Humboldt Heals). Moving forward we will expand our processing services outwardly to other licensed cannabis organizations who wish to have their products processed in a secure, clean, and compliant facility. By Spring 2021, we will have begun the project of packaging products under our distributor license. On a grander scale, we will support the costs of doing business as a processing company by utilizing the funds gained from distributing products that are harvested from our own permitted indoor cultivation. The immature plants and mothers that we tend are cloned under our nursery cultivation license and transferred to later become the indoor cannabis plants that our team grows to full maturity. We are currently operating out of four units in a business complex in Arcata, California. In the last seven months, we focused on creating a workspace confidently safe for staff. We developed systems and processes related to sanitization and covid self-screening in order to ensure the safety of those who we employ. Zero of our employees have tested positive for covid-19 since our doors opened in August. In addition to safety being a main priority, we have also made efforts to develop a healthy and supportive company culture, and have witnessed the extremely positive outcomes of doing so. Since we are

a newly developed business, we still have many renovation projects underway. If our organization is rewarded with grant funding, we would like to put that funding toward one project within the processing license. We will be outfitting our storage containers (the space in which we are licensed to store processed and unprocessed cannabis for our facilities). We need to convert the three storage containers we now own, and have them electrically wired, as well as being insulated to ensure temperature and humidity control.

Economic Impacts (500 words):

Our team on the ground here at Today's Humboldt County has been working on establishing our processing and cultivation projects since February 2020 - the likes of which will create an economic impact on our community in that these projects have provided (and will continue to provide) level entry jobs for 20+ individuals, and skilled labor positions for 5-10 Humboldt residents. As our company becomes more well established, we will offer our long-term staff competitive pay packages, as well as health benefits. We hope to directly benefit our community by creating a company and culture that is truly beneficial for our employees' overall wellbeing. The 'processing' aspect of our organization is the one for which we are requesting grant funds. This aspect of our organization has the lowest monetary gain of all of our licenses, and offers the most employment positions to members of our local community.

Today's Humboldt County stands to serve the needs of cannabis industry professionals, cultivators and consumers alike, across the board. Our end-to-end business plan will ideally set us one step ahead of other licensed cultivators, who may not have direct access to procurement of immature plants or to in-house cannabis processing/packaging. In the long-term, by offering these services to other licensed cannabis cultivators, we have the potential to gain sustained financial assets. Some other services that we will provide as a licensed distributor include: Safe and Secure Cannabis Storage, Cannabis Packaging Projects (i.e. our team being contracted out to complete large packaging projects such as the creation of a batch of pre-rolls or jarred cannabis products), Secure Cannabis Transportation, Cannabis Brand Development and Product Distribution. By utilizing all components of our California Cannabis Licenses, we intend to enhance Humboldt County's competitive edge in the growing statewide market. We are now laying the groundwork for all of this to be possible.

In utilizing awarded grant funds to 'outfit' our storage containers, we would ensure the success of our longer term operations; re: proper storage of ours and other cultivator's products. In order for us to sustain our long-term development, it is necessary for us to automate the climate-controlled components of storing this highly sensitive product. Without such, our team will be constantly working between a humidifier, a dehumidifier, fans, and most-likely a heating source. The automation of this process will increase our efficiency such that we may be able to offer more affordable services and products to other startup organizations in the cannabis community.

Within Quarter 3 of 2020 - THC has provided taxes to the state for a variety of purposes. We pay state and federal payroll taxes, and taxes and fees based on child support stipends, as well as taxes on our insurance policies such as liability and workers compensation. We will file our taxes for the first time since our operations began in April of 2021. We have yet to contribute to

Cannabis Excise Tax, due to the fact that we were not yet selling any of our cultivated cannabis in Q3 of this year.

Environmental Impacts (500 words):

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:

CEO, responded to this prompt, writing; "Our mission for starting this company was based on the value of bringing the bulk of the cannabis processing workforce to a location that is closer to residential/commercial zones - in order to create a much different outlook on road use and maintenance around our farms (as this is a major concern with water board, fish and game, cal fire, county etc). Also we are required to have carbon offset on power which we are enrolled in".

Elaborating on statement, our organization believes that carbon emissions are being offset by the fuel and travel resources that processing staff are no longer using to either commute to and from, or travel seasonally to, the farm in which they would have stayed and worked. At this point in time, per our fully operational processing center, these 25 staff members commute a daily maximum of up to 20 miles to get to our facility in Arcata. Most of our employees work very close by, several of them take public transport or ride their bicycle to get to work each day (a feat that would have been nearly impossible for one working as far as Willow Creek/Ettersburg). Our company has created a space for cannabis professionals who are also students, parents, volunteers. Several members of our team are juggling more than one job in the greater Humboldt area, and at the same time gaining an education at HSU/CR. At another point in the cannabis industry, these staff members would be driving upwards of 2-3 hours in order to arrive to work on the farm. In addition to creating sustainable opportunities in the area, there are less vehicles on the road than there would be, and especially less vehicles on the back roads of Humboldt County, where blind corners and landslides are commonplace. We hope that by being located in a more metropolitan area we are benefitting both the local economy and reducing our carbon footprint as much as possible.

Regarding waste reduction and the processing center - patterns show our processing center accumulates primarily green waste, i.e. unusable plant product, such as 'sticks', 'water leaf', 'mold', or 'floor waste'. These materials are taken to a local green waste facility, notated and dropped into a large outdoor compost. We record those products as 'waste' in METRC. Additionally, our staff generates a minimal amount of landfill waste. We have intentions in 2021 to develop a more stringent recycling system for the recyclable materials that are generated by our company overall.

Finally, we do not utilize many harsh chemicals in the processing center. The only two hazardous chemicals that our staff come into contact with are ethanol, and isopropyl alcohol. When we are finished using the isopropyl alcohol, we dispose of it at Humboldt's Hazardous

Waste Facility in Eureka. We desire to show ourselves as leaders in environmental stewardship, and are beginning to understand the internals standards and operating procedures required to make that reality.

Project Process (500 words):

As previously described, the company's owners, they began implementing their blueprints and hiring skilled staff upon receiving official licensing approval. Our processing center formally opened its doors August of 2020, with a staff of about 18 by the start of September. We have been methodically building our team and promoting from within in order to build a positive work atmosphere for all.

"Our processing center creates revenue in community and employment for year round work for people in our community. We have started with a business model of creating a steady flow of product for consistent full time employees with just our farms. This gives the company the best chance of long term success as we are our own clients during this start up period" - CEO,

Today's Humboldt County is actively in the process of developing our Labor Peace Agreement. We are in discussion with a legal firm as to the best wording for this important document and expect for it to be completed by the end of the fiscal year.

As an organization, we feel confident in our team's capability to maneuver this highly fluctuating industry. We, owners and project leads, all have come from varied and diverse labor and professional backgrounds. We are all equally accustomed to problem solving our way through complex and nuanced situations. We possess the flexibility required to work with a startup company, paired with a fair understanding of the novelty cannabis market that traditionally preceded the current compliant one in which we function today. We will continue to move strategically and methodically through these opening stages of our business, so as to set ourselves up for authentic success. Our owners have not borrowed from large corporations or banks to develop or sustain this company, and thus we are much more likely to become a profitable entity in a shorter amount of time. Our next steps will involve social media and internet marketing - as well as industry to industry advertisement. We feel that with the assistance of grant funding provided through the Trellis Project, we may reach the next step in our overall production.