



**County of Humboldt
Project Trellis Cannabis Business Micro-grant
Notice of Funding Availability (NOFA)
UPDATED November 20th, 2020**



Update Notice

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

Purpose

The County of Humboldt Project Trellis Cannabis Business Micro-grant Program (Program) provides capital assistance and business resources to assist Humboldt County cannabis businesses as they work to overcome the financial and logistical challenges of coming into compliance. The program will be administered and managed by the County of Humboldt's County Administrative Office (CAO) of Economic Development and the Cannabis Micro-grant and Loan Advisory Committee (CMGLAC).

Program Year

Fiscal Year 2020-2021

Application Deadline

Applications will be made available online beginning 8am PST on Friday, November 13th, 2020. Hardcopies can be made available upon request. Submission deadline for applications, online or hardcopy, is 5pm PST on Friday December 18th, 2020.

Governance

The Program shall follow the guidelines set forth in the County of Humboldt's Resolution 19-45, as may be amended, and other applicable local and state laws and regulations.

Estimated Program Funding

\$516,492



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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.

Detailed Project Application

Applicants must provide detailed project narratives, based on prompts found in the application, including a description of the business/entity and its activities; a description of the proposed project and use of funds; environmental sustainability of the business/entity; economic impact/sustainability of the business/entity; and management/labor capacity of the business/entity. In addition, applicants must provide Assessor's Parcel Number (APN) and/or site address; Planning and Building Department application number; proof of ownership or interest in project or site(s); 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. Applicants may be required to submit other documentation depending on the nature of their application and project.

See Grant Application for detailed requirements.

Funding 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.



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Detailed Budget

Applicants must provide a description of attempts to secure alternative funding sources, and a detailed operational budget of the project or grant request which shall include revenues and expenses. See Application Attachment 2 for more information.

Weighted Considerations

Resolution 19-45 establishes the CMGLAC shall give weighted consideration to applicants and applications whose operational activities:

- Are from Humboldt County residents, or whose businesses are majority owned by owners residing in Humboldt County.
- Consist of cultivating 10,000 square feet of cannabis or less (not to exclude co-ops and associations whose cumulative area may exceed 10,000 square feet); or
- Add to revenues collected through the Cannabis Excise Tax, or;
- Whose project and/or grant request will result in the creation and/or retention of jobs, or;
- Whose project and/or grant request adds to the sustainability of Humboldt County's cannabis industry;
- Where receipt of requested micro-grant or loan is needed to become solvent.

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.



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Award Selection

All complete applications will be forwarded to the Humboldt County Cannabis Micro-Grant & Loan Advisory Committee (CMGLAC) for review. The Committee will review and score all eligible applications. Some projects may receive a lower amount than was requested, based on availability of funds. County of Humboldt Economic Development Staff will recommend projects to the Humboldt County Board of Supervisors for approval. A typical approval process can take 60 or more days from the time of application. Upon approval the applicant will receive a notice of award, contract, fund request form, and W9 form.

Submission of an application in no way obligates the County of Humboldt to award a grant and the County of Humboldt reserves the right to reject any or all applications, wholly or in part, at any time, without penalty.

Grantee Obligations

Grantees must sign a grant contract that will include a payment and report schedule, insurance requirements and monitoring requirements. To be receive funds all grantees must accept and complete all required paperwork (Contract, W9, and Request for Funds) within 6 months of award announcement. Grantees must utilize cannabis microgrant funds within 24 months of the execution of the grant contract. Exceptions to this policy will be considered for special project needs. Tribal entities will be required to sign a limited waiver of sovereign immunity as part of the contracting process.

At the close of the project, grantees will submit a final project report detailing expenditures, outcomes (quantitative and qualitative), and a project evaluation. Grantees agree to provide the Economic Development Staff with project and organizational information for the Fund's annual public report. Grantees must maintain records of all project costs, including receipts, that are claimed by the grantee as being covered by the Grant Fund and other funders. The grant contract may stipulate other monitoring and evaluation requirements as needed.

For More Information

For further information, updates, and application forms for the Cannabis Business Micro-grants, or the other programs of Project Trellis, please check our website at <http://gohumco.org/236/Project-Trellis-Micro-Grants>. With specific questions about your proposal contact Peggy Murphy via email at pmurphy@co.humboldt.ca.us, or call (707) 599-0125. The County of Humboldt is an Equal Opportunity Employer and complies with Equal



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Employment Opportunity (EEO) requirements and guidelines. Auxiliary aids and services are available upon request to individuals with disabilities.