



Ohio Department of Commerce
Medical Marijuana Control Program



Processor Application – Request for Applications (RFA) / Instructions Packet
(MMCP-P-1000)

The Ohio Department of Commerce is requesting applications from parties interested in operating as a Processor under Ohio’s Medical Marijuana Control Program (MMCP). The following application instructions are provided for the two sections of the application, Processor Application – Filing Packet Section 1 (MMCP-P-1001A) and Processor Application – Filing Packet Section 2 (MMCP-P-1001B). Both sections of the application are required and must be submitted along with the respective fee during the application acceptance period. It is strongly suggested by the Department that each applicant thoroughly review these instructions. Failure to provide an application that is in compliance with these instructions may result in that application being removed from consideration.

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I. Overview

Number of Processor Licenses

In accordance with rule 3796:3-1-01 of the Administrative Code, the Department may issue up to 40 Processor provisional licenses before September 9, 2018.

Application Acceptance Periods

The acceptance period for the Processor license applications will be:

December 4, 2017 – December 15, 2017

Applications shall be submitted only on weekdays during the hours of 9:00am and 5:00pm EST. Any applications or related documents received after 5:00pm EST on the last date of the applicable deadline will not be accepted or considered. Applications will be reviewed based on information and documents received at the time of submission. The Department will not accept any requests from applicants to amend or alter applications after the initial submission.

Application Submission Instructions

Applications along with accompanying fees must be hand-delivered (in person by the applicant or a designated representative) directly to the Ohio Department of Commerce's Medical Marijuana Control Program before the expiration of the applicable application acceptance period. The MMCP is located at:

Ohio Department of Commerce
Vern Riffe Center
77 S. High St, 23rd Floor
Columbus, OH 43215

The Department anticipates a high volume of traffic as applicants submit their applications towards the end of the acceptance period. It is strongly suggested that applicants submit application materials as early as possible during the submission period.

Please note that visitors must leave adequate time to check in with security. A valid photo ID is required to obtain a visitor's badge at the security desk on the 3rd floor of the Vern Riffe Center. Be aware that backpacks are not permitted in the building. All bags are subject to search. No one is permitted to enter the building after 5:00pm, per the facility's security policies.



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It is strongly recommended that all parties interested in applying for a Processor license become familiar with Chapter 3796 of the Ohio Revised Code and Chapter 3796 of the Ohio Administrative Code, as well as all application documents and guidance documents released by the Department. The burden of proving an Applicant’s qualifications to operate as a medical marijuana Processor rests solely on the Applicant.

The application, excluding the application instructions, consists of two sections. Section 1 and Section 2 of the application are both available on the MMCP website. Both sections must be completed in full based on the instructions in this packet. Each form and section of the application must be completed per instructions or marked “N/A,” if appropriate. All pages should be included in the submitted application. Attachments should be included following the respective cover pages, and are subject to any applicable page limits. The application shall consist of all of the following:

1. **One copy of the application printed on standard copy paper (8.5x11, white, 12pt font, no less than single-spaced, no less than 3/4” margins), excluding tax compliance information submitted in accordance with Form 1Q**
2. **One standard CD-R or DVD-R (read-only, not read-write, unencrypted, not password protected) containing as SEPARATE PDF files:**
 - **Section 1 of the application; AND**
 - **Section 2 of the application; AND**
 - **Tax compliance information submitted in accordance with Form 1Q**
3. **A second, identical copy of the above listed CD-R or DVD-R (read-only)**
4. **The \$10,000 application fee.**

Paper Copy	CD-R or DVD-R #1	CD-R or DVD-R #2
 Section 1	  Section 1	  Section 1
Section 2	  Section 2	  Section 2
	  Form 1Q Tax info	  Form 1Q Tax info

The information submitted on the paper copy must be identical to the information submitted in the digital copies. The following requirements are to be followed in the preparation of and submission of the application:

- **Binders, tabs, and other types of packaging are not required and must be kept to a minimum. DO NOT use company stationary or letterhead, presentation materials, or promotional materials.**



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- **Plans submitted in Section 2 of the application must be no smaller than 12-point font with margins no less than ¾ inch on all sides. Fonts on maps or other graphics may be smaller than 12-point but scores may be affected if print is not readily legible.**

Application Fee

A certified check or money order for the entire application fee is due at the time of application, and must be payable to: “Treasurer, State of Ohio.” The fee for Processor applicants is \$10,000 per application. This fee is non-refundable and will not be returned to an applicant, regardless of whether the applicant is awarded a provisional license. If the check is returned by a bank for any reason, the application will be disqualified.

II. Disclosure of Application Information

Information Subject to Disclosure

Applications that are submitted may or may not be public records and subject to disclosure under the Ohio Sunshine Laws. (O.R.C. 149.43) While there are exceptions to production in Ohio statutes, federal law, and common law privileges, MMCP cannot guarantee that any or all data in the application will remain confidential at all times. Further, MMCP may use or disclose information contained in the application submission to the extent provided by law. Applicants are strongly encouraged to review the applicable law prior to submitting an application as MMCP is unable to provide legal advice as to the absolute confidentiality of the data received.

Applicants that assert that some or all of the application are trade secrets, as defined in O.R.C. 1333.61, or who wish to submit an express statement to comply with O.R.C. 149.333(C) and that do not want such information used or disclosed other than for the evaluation of this proposal shall:

- A. Clearly mark every page of trade secret materials in the application submission at the time the proposal is submitted with the words “TRADE SECRET” and/or “INFRASTRUCTURE RECORD,” as appropriate, in capitalized, underlined, and bold type of at least 20 pt.
- B. Acknowledge that the State of Ohio does not assume liability for the use or disclosure of unmarked or unclearly marked trade secret information
- C. Fill out and submit the attached “Trade Secret & Infrastructure Record Notification Form,” specifying the pages of the application submission that are to be restricted and justifying the trade secret designation or infrastructure designation for each item. If no material is designated as trade secret information or as an infrastructure records, a statement of “None” should be listed on the form; and



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D. Satisfy the burden established by statute and legal precedent.

MMCP may reject a claim that any particular information in an application submission is trade secret information if it determines that the Applicant has not met the burden of establishing the content to be trade secret information under any circumstance. Use of generic trade secret language encompassing substantial portions of the application submission or simple assertions of trade secret interest without substantive explanation of the basis therefore will not be sufficient to create a trade secret designation. Applicants should understand that the MMCP will err on the side of disclosure of information to comply with O.R.C. 149.43.

The Applicant must defend any action seeking release of the materials that it believes to be trade secret information, and indemnify and hold harmless the State, its agents, and employees, from any judgments against the State in favor of the party requesting the materials, and any and all costs connected with that defense. This indemnification survives the State's award of a license. In submitting an application, the Applicant agrees that this indemnification survives as long as the trade secret information is in the possession of the MMCP.

III. Preparing & Submitting your Application

Financial Interest

Paragraph (D) of rule 3796:3-1-04 of the Administrative Code prohibits a person from being granted more than one Processor provisional license or certificate of operation OR from holding a financial interest in or being an owner, partner, officer, director, shareholder, member or other person who may significantly influence or control the activities of more than one Processor. Financial interest is defined in rule 3796:1-1-01 of the Administrative Code to include any actual or future right to ownership, investment, or compensation arrangement with another person. For clarification, the Department offers the following:

- An applicant is permitted to submit separate applications *with identical ownership structures and financial interest allocations*, each accompanied by the corresponding fee, for a Processor provisional license at different locations. However, the submission of multiple applications is subject to the restrictions in paragraph (D) of rule 3796:3-1-04 of the Administrative Code. In the event more than one application submitted in this manner scores high enough to be awarded a provisional license, the applicant will have 10 days to choose which location will be awarded the provisional license, otherwise the Department will make that determination. The application for the other location will be deemed abandoned, and the application fee will be forfeited.
 - If an applicant submits multiple applications that *do not have identical ownership structures and financial interest allocations* and both applications score high



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enough to be awarded a provisional license, both applications will be denied and both application fees will be forfeited.

- If more than one applicant submits an application that lists the same person, entity, or person affiliated with the entity in the owners and officers roster form, and both applications score high enough to be awarded a provisional license, both applicants will be denied a provisional license, and the application fees will be forfeited.
 - A “compensation arrangement,” as used in the definition of financial interest found in rule 3796:1-1-01 of the Administrative Code, does not include employer-employee compensation structures or payments to vendors for supplies and/or work performed on an ongoing basis that is necessary to operate in the normal course of business. The term “compensation arrangement” does include royalty payments and other reoccurring payments made to another person or entity where supplies or services are not being provided on an ongoing basis, such that the royalty or reoccurring payment was made in lieu of an equity interest in an attempt to circumvent the restrictions in rule 3796:3-1-04 of the Administrative Code.

Identifiable Information

An applicant for a Processor license is prohibited from including information in Section 2 of the application that could reveal the identity of the applicant or of any individual or entity affiliated with the applicant. To assist with the exclusion of this information, the Department has provided Form 1I Owners and Officers Roster and Form 1O Entity Identifier Legend to designate non-identifiable reference terms (*i.e.* “*aliases*”) to be used in Section 2 that will maintain the anonymity of the applicant. The scope of information that is deemed identifiable is **not limited** to the information provided on Form 1I and Form 1O.

The following categories of information will be treated as identifiable information for which points will be deducted if included in Section 2 of the application:

- Individual, entity, or university names which could reveal the identity of the applicant or the proposed facility;
- Personal addresses, business addresses, or individual components of an address, which includes numbers, cities, counties, municipalities, etc., which could reveal the identity of the applicant or the proposed facility;
- Personal or entity identification numbers;
- Contact information;
- Company logos, trademarks, or other identifying marks;
- Location references that would make it possible for a reviewer to identify where the proposed facility will be located; and



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- References to involvement in Ohio’s marijuana legalization efforts.

An applicant that includes identifiable information listed above in Section 2 of the application will have two points deducted from the total raw score for every instance that identifiable information is used and requires redaction from the original application submission. A maximum of 10 points will be deducted from an applicant’s total raw score for the inclusion of identifiable information in Section 2 of the application. An applicant that exceeds five instances where identifiable information is included in Section 2 of the application will be denied, and the application fee will be forfeited.

The Department may require additional redactions in Section 2 of the application if the Department believes other information not listed above could reveal the identity of the applicant or any individual associated with the applicant. If such a redaction occurs, points will not be deducted from the application.

Background Checks

Each individual listed on the Form 1I – Owners and Officers Roster Form is required to submit a Bureau of Criminal Identification & Investigation (BCI&I) and FBI criminal background check through a WebCheck vendor. This includes any administrator or other person responsible for the daily operation of a Processor, an owner or prospective owner, officer or prospective officer, or board member or prospective board member of the Processor. **If an individual has submitted a background check to the Department as part of another application to the MMCP for a medical marijuana business license, and that background check was conducted within the 12 months prior to submission of the Processor application, that individual should check the appropriate box on Form 1K – Individual Background Information Form. That individual is still required to fill out Form 1K, but is not required to submit another BCI&I and FBI background check through a WebCheck vendor, if all of the conditions on Form 1K are met.**

For those individuals submitting a BCI&I and FBI background check for the first time, the WebCheck vendor may require a reason code, which should be given as 3796.12. The background check results must be sent directly to the Department of Commerce Medical Marijuana Control Program. Background checks must be submitted prior to submission of an application, and must be received by the Department prior to issuance of a provisional license. If an individual submits a background check with an application, and is found to have a disqualifying offense as defined in O.A.C. 3796:1-1-01(A), the application will be removed from consideration. Individuals must certify on Form 1K that they have not been convicted of a disqualifying offense. This certification by an individual who has been convicted of a disqualifying offense constitutes a false or misleading statement to the Department, and will be justification for denial of the application pursuant to rule



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3796:3-1-03(A)(7) of the Ohio Administrative Code. If an individual wishes to verify information on their own criminal records check, that individual may arrange to receive their own results directly from BCI&I.

Please visit the following website for further information on the background check procedure and a list of WebCheck vendors: <http://www.ohioattorneygeneral.gov/FAQ/Background-Check-FAQs.aspx>.

Important Notices/Disclaimers

The application may not be altered or changed in any fashion, except to fill in the areas provided with the information that is required. Should any alteration or revision occur, the Department reserves the right to deny the application in its entirety, or may choose to attribute no points to the response. By submitting an application, an applicant understands and consents to the following:

- An application that is incomplete or contains misstatements, omissions, misrepresentations, or false information may be removed from consideration by the Department.
- An applicant is permitted to submit multiple, separate applications, each accompanied by the corresponding fee, for a Processor provisional license at more than one location, subject to the financial interest restrictions in paragraph (D) of rule 3796:3-1-04, as further explained in these instructions.
- An applicant must not include any identifying information in Section 2 of the application. An Identifier Legend and Entity Identifier Legend have been provided on Form 1I and Form 1O for applicants to designate an identifier (*i.e.* "alias") that will be used in Section 2 in place of the name of an individual or entity, if needed.
- The issuance of a Processor provisional license does not permit the licensee to process medical marijuana, or otherwise operate as a Processor, until the licensee passes a pre-operation inspection and has been issued a certificate of operation by the Department and submits the applicable license fee under rule 3796:5-1-01 of the Administration Code.
- All application submissions become the property of the Department and will not be returned.



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Elements of the Application Package – Section 1:

Notarized Cover Sheet – Sheet should be completed and notarized. The purpose of this form is to certify understanding that the applicant and the owners and officers associated with the applicant will be held responsible for the representations on the form.

Application Assistance Form – Form should be completed appropriately.

Checklist – For use as a guide for the applicant.

1A Business Entity & Contact Information Form – Form should be completed appropriately. This form includes the key information that will be used for filing and tracking purposes.

1B Liquid Assets Form – Form should be completed appropriately and notarized.

1C Financial Responsibility Form - Insurance – Form should be completed appropriately. In the event insurance products are not available at the time the form is being prepared, applicant should check the first box to indicate willingness and intent to purchase when those products eventually become available. If coverage is available, applicant should check the second box and attach documentation.

1D Financial Responsibility Form – Escrow/ Surety – Form should be completed appropriately. Either an escrow or surety bond must be obtained by the time the applicant is ready to receive approval for a certificate of operations license. The form is to certify the ability to obtain one of these financial securities.

1E Property Owner Approval for Use Form – Form should be completed appropriately. The purpose of this form is to ensure that the applicant is either the owner of the proposed facility property or has a lease or agreement with the property owner that recognizes and permits the proposed use of the property as a Processor facility.

1F 500 Foot Compliance Cover Page – Compliance with this cover page includes providing an attachment of a map which identifies the proposed facility and the surrounding area, and ensures that the boundaries of the property on which the proposed facility is located are more than 500 feet away from the boundaries of any property on which a prohibited facility is located. Prohibited facilities are listed in O.R.C. 3796.30. Different types of maps (i.e., satellite images, street maps, etc.) are permissible, but the map must be clearly labeled and legible to be acceptable for the purposes of this requirement.



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1G Notice of Proper Zoning Form – Form must be completed appropriately. The purpose of this form is to ensure that the applicant has reviewed local zoning issues and actively communicated with local zoning officials on any relevant codes imposed by the local jurisdiction. A permit is desirable but not required at application due to the length of time for processing a zoning permit. The form must be signed by a local zoning or government representative or it should be indicated on the form that no local zoning is in place.

1H Zoning Permit Form – Compliance with this cover page includes providing an attached copy of any approved zoning permit, if the applicant was able to obtain a zoning permit at the time of application. If a zoning permit has not yet been obtained, the applicant will not be penalized, but should complete the form stating that it was not yet obtained.

1I Owners and Officers Roster Form – Form must be completed appropriately. This form must list all owners and officers associated with the proposed facility, any person who has a direct or indirect financial interest in the operation, or who will directly or indirectly participate in the management of the operation. For each name on this list, the application must include a corresponding copy of Form 1K. An additional blank list page is included as a convenience for the applicant but is not required in the packet if not used.

1J Organizational Chart Cover Page – Compliance with this cover page includes providing an attached organizational chart. The chart should indicate positions of any officers identified in 1I and 1K.

1K Individual Tax and Background Information Form – Form should be completed appropriately for each person listed on 1I above. Additional forms are available on the website. If an individual has already submitted a BCI&I and FBI background check to the Department through a WebCheck vendor as part of another application for licensure of a medical marijuana entity, and that background check was conducted within 12 months of the submission of a Processor application, that individual must complete the form, but should not submit another background check.

1L Business in Other Jurisdictions Form - Form must be completed appropriately. The purpose of this page is to obtain information on the applicant's medical marijuana businesses in other jurisdictions. Applicant will certify that no owner or officer has received a revocation or suspension from another jurisdiction for the conduct of business. Additional copies of this form should be added if necessary to provide the appropriate information.

1M Copies of Licenses from Business in Other Jurisdictions Cover Page – Compliance with this cover page includes attaching the respective license for any medical marijuana businesses identified on 1L.



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1N Disadvantaged Group Applicant Form - Form must be completed appropriately. This certifies whether the applicant is a member of a Disadvantaged Group, as defined in Chapter 3796 of the Revised Code, and meets the requirements set forth in Chapter 3796 of the Revised Code.

1O Entity Identifier Legend Form – Form must be filled out if the applicant chooses to reference what would otherwise be identifiable information regarding Entities affiliated with the applicant in Section 2 of the application. Entities shall be assigned an alias on this form to be used in Section 2 of the application.

1P Trade Secret and Infrastructure Record Notification Form – Form must be filled out by an applicant wishing to assert that any part of the application represents Trade Secret or Infrastructure Records. Applicants making such an assertion must do so in consideration of applicable laws and the disclaimers made in this instruction packet.

1Q Tax Certification Page – Compliance with this cover page includes submitting Form 1A and Form 1K in accordance with the instructions in the application.

Elements of the Application Package – Section 2:

Each of the sections is a cover page that describes the expected application subject to be addressed in a narrative provided by the applicant. Because this section will be evaluated and scored *without identifiable information* from the applicant, all narratives must be formulated **WITHOUT the use of any reference to the applicant’s name, the applicant’s current or associated business name, any identifying state, or any other type of information that could reveal the identity of the applicant or any individual associated with the applicant.**

PLEASE SUBMIT THE PLANS IN SECTION 2 IN CLEARLY AND EASILY SEPARATED FORMAT, WITH THE COVER PAGES FROM THE SECTION 2 FILING PACKET INCLUDED AT THE BEGINNING OF EACH PLAN.

2A Business Plan (maximum of 15 pages) – The purpose of this section is to seek information on the applicant’s experience in any type of business environment, establish the business model for the proposed processing facility, and demonstrate the ability to operate the proposed facility, which includes steps taken with the local authorities. Applicant will provide this information in a NON-IDENTIFYING narrative, and in the format provided on the cover page.

2B Operations Plan (maximum of 30 pages) – The purpose of this section is to seek information from the applicant in the following areas: experience in medical marijuana or agricultural/horticultural product processing and manufacture, proposed extraction and manufacturing methods and techniques, product timeline and production schedule, marijuana processing area layout, proposed marijuana products to be manufactured, and standard operating



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procedures and staffing models. Every subsection noted in 2B must be addressed by the applicant. Applicant will provide this information in a NON-IDENTIFYING narrative, and in the format provided on the cover page.

2C Quality Assurance Plan (maximum of 30 pages) – The purpose of this section is to establish a plan for packaging and labeling that will comply with Division 3796 of the Administrative Code, propose the use of approved solvents and non-marijuana ingredients, submit an inventory control plan, establish disposal and destruction procedures for medical marijuana waste and non-marijuana waste, prepare for the handling of adverse events and recall procedures, and develop a plan for recordkeeping regulatory compliance. Applicant will provide this information in a NON-IDENTIFYING narrative, and in the format provided on the cover page.

2D Security Plan (maximum of 30 pages) – The purpose of this section is to establish the methods that will be used for security across the proposed facility and during operations, including surveillance technology, security measures around the physical structure, plot plan and map of the entire facility that includes points of ingress and egress and other restricted access areas, emergency notification procedures and transportation guidelines and policies. Applicant will provide this information in a NON-IDENTIFYING narrative, and in the format provided on the cover page.

2E Financial Plan (maximum of 10 pages) – The purpose of this section is to establish the applicant's ability to meet the financial responsibility requirements and to provide a cost breakdown that has been performed as part of a financial plan. The breakdown must be clear and well-presented but is not required to be in a particular format. The level of detail will be considered as part of the evaluation. Applicant will provide this information in a NON-IDENTIFYING narrative, and in the format provided on the cover page.



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IV. Application Review and Scoring Methodology

Review Process

The Department will conduct a comprehensive, fair, and impartial evaluation of all applications received in response to this RFA. This review will involve a two-step process.

Round 1: Every application will be assessed to determine whether it meets the mandatory qualification criteria set forth in rule 3796:3-1-03 of the Administrative Code. An applicant who fails to provide information or who fails to submit one of the attachments may be disqualified prior to the scoring process.

Round 2: Once it is determined that an application meets the mandatory qualification criteria to receive consideration, it will be reviewed and scored by a separate panel of reviewers based on the information in the non-identifiable information section. Scores will be based on the quality of the responses to the requirements set out in the RFA. The identity of the applicant and the individuals associated with the applicant will not be known to the panel conducting this round of the evaluation.

The Department may conduct interviews, contact references, conduct background checks, contact state regulators in any other states(s) where the applicant, applicant's backers or others associated with the applicant have engaged in, or sought to be engaged in, the state's medical marijuana program and visit the location of the proposed production facility or of other marijuana related businesses associated with the applicant or the applicant's backers or key personnel

Mandatory Qualification Criteria:

The Department will only review and score applications that:

- Comply with the application instructions;
- Are submitted on or before the submission deadline with the application fee;
- Fully and completely respond to all mandatory items in Section 1 of the RFA;
- Do not contain significant inconsistencies or inaccuracies;
- Do not contain more than five instances where identifiable information had to be redacted from Section 2 of the application;
- Include the appropriate number of copies; and
- Contain all required signatures.

The Department reserves the right to waive minor irregularities or to request clarifications, modifications or amendments to an application, providing such application substantially complies with the RFA.



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IMPORTANT

All forms included in this application must be filled out completely, with all requested information, and in accordance with this instruction packet. Pursuant to rule 3796:3-1-03(A)(7) of the Ohio Administrative Code, the Department may remove an application from consideration for any of the following reasons:

1. Failure or refusal to submit information required under rule 3796:3-1-02 of the Administrative Code or requested by the Department during the application submission or review process;
2. Inclusion of information in the application that misleads the Department, misrepresents a material fact, or fails to disclose a material fact to the Department;
3. Submission of an application that is in violation of the application instructions issued by the Department, or includes forms issued by the Department that have been altered.

Evaluation Criteria

The evaluation of applications that meet the mandatory qualification criteria will involve the scoring of each application. While a maximum score of 100 points is possible, proposals must achieve a minimum score of 60 points to be considered for a provisional license. Additionally, an applicant must achieve a minimum score in every plan submitted in Section 2 of the application, as outlined in Table 1 below. If an insufficient number of applications obtain a score of at least 60 points and satisfy the minimum points requirements for each plan in Section 2 to award all of the licenses the Department deems appropriate, the Department may request modifications from those applicants whose scores are closest to 60 points, so as to render the applications acceptable. Alternately, if the Department determines that sufficient modifications cannot be made to raise enough applications to an acceptable level, the Department may re-issue the RFA or proceed with the number of licenses awarded.

In conducting its evaluation of each of criteria, the Department may conduct interviews, contact references, conduct background checks, contact state regulators in any other states(s) where the applicant, applicant's backers or others associated with the applicant have engaged in, or sought to be engaged in, the state's medical marijuana program and visit the location of the proposed production facility or of other marijuana related businesses associated with the applicant or the applicant's backers or key personnel.

After completing the review and scoring of the applications, the Department shall rank each according to its score. Upon selecting the successful applications, the Department shall notify all



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applicants of their status in writing. The Department’s decision to award or not award a license to an applicant shall be final.

The number of points after each heading is the maximum number of points that may be awarded for each of the corresponding components of the RFA. For each category, the applicant’s score will be based on the totality of the response to the corresponding RFA section.

Table 1

Section	Description	P/F	Min. Score	Score
Application Cover Sheet				
	Acknowledgement & Notarized Signature	✓		
	Application Assistance Form	✓		
Section 1: Identifiable Information				
1A	Business Entity & Contact Information Form	✓		
1B	Liquid Assets Form	✓		
1C	Financial Responsibility Form – Insurance	✓		
1D	Financial Responsibility Form – Escrow/ Surety	✓		
1E	Property Owner Approval for Use Form	✓		
1F	500 Foot Compliance Cover Page	✓		
1G	Notice of Proper Zoning Form	✓		
1H	Zoning Permit Form	✓		
1I	Owners and Officers Roster Form	✓		
1J	Organizational Chart Cover Page	✓		
1K	Individual Tax and Background Information Form (Include copy for each person listed on Attachment 1I)	✓		
1L	Medical Marijuana Businesses in Other Jurisdictions Form	✓		
1M	Copies of Licenses from Medical Marijuana Businesses in Other Jurisdictions Cover Page	✓		
1N	Disadvantaged Group Applicant Form	✓		
1O	Entity Identifier Legend Form	✓		
1P	Trade Secret and Infrastructure Record Notification Form	✓		
1Q	Tax Certification Page	✓		
Section 2: Non-Identifiable Information				
2A	Business Plan (maximum of 15 pages)		6 points	10 points
	Experience in Business			
	Business Model			



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2B	Operations Plan (maximum of 30 pages)		18 points	30 points
	Experience in Processing / Manufacturing			
	Processing Protocols and Proposed Products			
	Product Time and Production Schedule			
	Marijuana Processing Area Layout and Environment			
	Standard Operating Procedures			
	Staffing & Training			
2C	Quality Assurance Plan (maximum of 30 pages)		18 points	30 points
	Packaging & Labeling			
	Production Control			
	Ingredient Sourcing and Manufacturing Safety			
	Inventory Control			
	Disposal and Waste Removal			
	Adverse Events and Recall Procedures			
2D	Security Plan (maximum of 30 pages)		12 points	20 points
	Surveillance Technology and Physical Security			
	Security and Transportation Policies and Procedures			
	Facility Plot Plan and Specifications			
	Record Keeping, Regulatory Compliance, and Emergency Notification Procedures			
2E	Financial Plan (maximum of 10 pages)		6 points	10 points
	Funding Analysis			
	Operating Expense Breakdown			

Table 2

Category	Raw Score	Conversion Factor	Weighted Score	Percentage of Total Available Points
Business Plan	10.00	1.46	14.6	7.3%
Operations Plan	30.00	2.36	70.8	35.4%
Quality Assurance Plan	30.00	1.64	49.2	24.6%
Security Plan	20.00	2.00	40.0	20.0%
Financial Plan	10.00	2.54	25.4	12.7%
(Redaction Deduction, if applicable)	<i>(up to -10.00)</i>	2.00	<i>(up to -20.00)</i>	<i>(up to -10%)</i>
Total Possible Points	100		200	100%