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# Hire Delaware Cannabis Application Writers



cannmanage.com

DECEMBER 7, 1787

# DEAppBud

## CannManage Delaware Licensing Robot

**DEAppBud understands the application process and requirements and provides prospective cannabis licensing applicants and the firms representing them with broad information about the Delaware program. CannManage's free AppBud series creates simple, accessible AI solutions during the application process. DEAppBud is not here to give legal advice. This GPT's factual information was taken directly from the Office of the Marijuana Commissioner's website and DE regulatory framework. The OpenAI platform holds a disclaimer directly under the query bar that says, "ChatGPT can make mistakes." It is likely incorrect information if it can not provide a specific citation and page number directly from the state guidance we provided when prompted. If you need a human to answer questions, contact us.**

# Introduction




**26+**

Combined years of writing/research experience.

**22**

Applications Written in 22 US States.

**4**

International Writing Projects

**100**

Beth has helped with writing and consulting startups for over 100 US clients over 16 years.

What is the value of foresight? The ability to see around the bend in a nascent trade is critical. Observing regulatory frameworks and licensing processes across 22 US States has offered me invaluable insights as a seasoned cannabis application writer. My love for technology and efficiency offers you services at the most competitive rates in the industry.

**Beth Myers**

CannManage CEO

**Outsource your DE application writing and organizational tasks to CannManage.**

Our expert admin, writers, researchers, and project managers can prepare any or all Social Equity or Traditional licensing documents for you or your client.



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# Delaware Cannabis Market Facts 2024



by CannManage

# Key Application Dates

**August 19th, 2024 -** Application Portal Opens

**September 1st, 2024 -** Expected publication of final regulations in "Register of Regulations"

**September 11th, 2024 -** Expected date regulations become final

**September 30th, 2024 -** Application Portal Closes

**October 2024 -** Lottery Process Begins

**November 1st, 2024 -** Cultivation Facility License Issuance Begins

**December 1st, 2024 -** Product Manufacturing License Issuance Begins

**March 1st, 2025 -** Retail & Testing Facility License Issuance Begins

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# Value Proposition

Delaware is an emerging adult-use market with significant opportunities for new adult-use businesses, creating a competitive licensing round.

**Revenue Potential:** According to the state's Independent Fiscal Office, adult sales are projected to generate $41 million in sales the first year and up to $271M by 2028-2029

**Opportunities at all levels:** Delaware's licensing round is inclusive. It is open to all applicants, and a generous number of licenses are also allocated for those who qualify under the social equity program.

**East Coast Wonderland:** Delaware is a state that has shown, reliable demand and consistent growth for marijuana  The FY23 report indicated a 14% growth in medical cards compared to FY22, which had grown 17% from FY21. While these statistics are for medical marijuana, they are promising figures for the potential of the coming adult-use marketplace.

**Small but Competitive Field**: This round will allocate a total of 125 licenses industry-wide. Each licensing category will additionally have an allotment based on social equity status. Given the state population and limited number of licenses, it is a prime opportunity to capture a large share of the adult use market with a single license.

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# Delaware Cannabis History

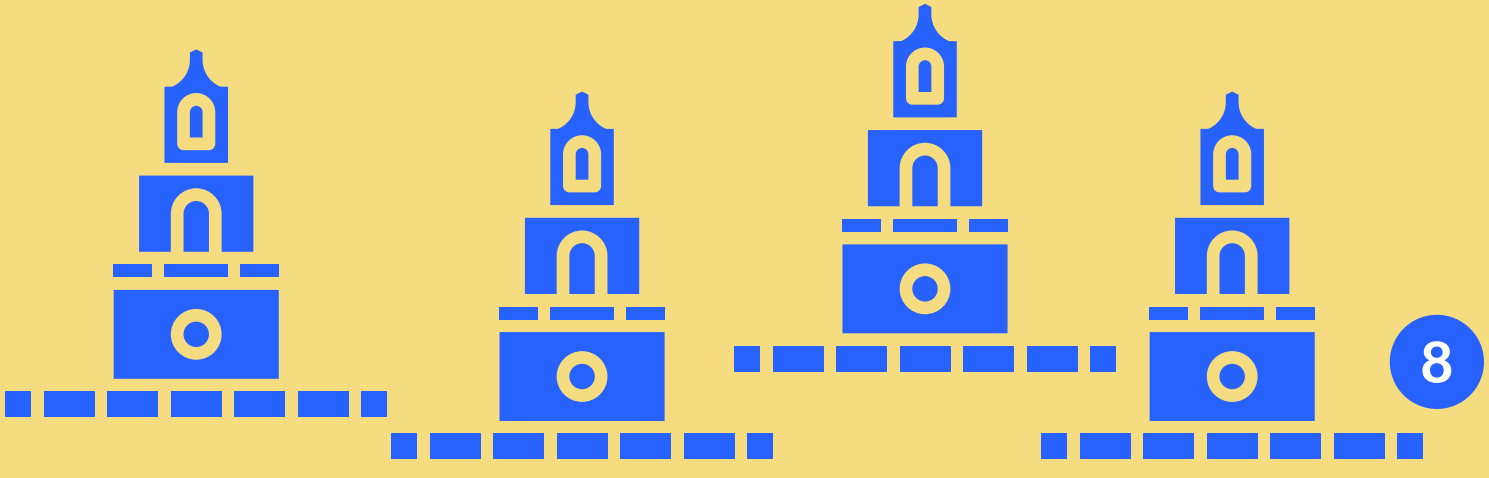
**Delaware's history toward cannabis legislation began as early as 2011 with the passage of Senate Bill 17, signed by Governor Jack Markell, which established the Delaware Medical Marijuana Act, bringing a medical cannabis market to the state. The Medical Marijuana Act would be expanded in 2017 with the passage of Senate Bill 24, expanding the list of qualifying conditions. During this time, Delaware would also pass bills for decriminalization and move to recreational legalization by 2023 with HB1 and HB2.**

## Delaware Historical Legislative Milestones

**2011** - On May 13, Senate Bill 17 was passed by the Delaware General Assembly and signed by Governor Jack Markell, creating the Delaware Medical Marijuana Act. The Act became effective on July 1, 2011, with the Division of Public Health (DPH) established for implementation.

**2015** - House Bill 39, signed by Governor Jack Markell, decriminalized the possession of small amounts of marijuana (less than one ounce), making it a civil offense with a $100 fine instead of a criminal charge.

**2017** - Senate Bill 24 was passed, adding qualifying medical conditions for medical marijuana, removing the requirement for psychiatrist approval, and legalizing cannabis oil for pediatric patients.



**2018 - Senate Bill 197 was signed, expanding expungement laws to allow first-time offenders possessing up to an ounce of cannabis to clear their records.**

**2019 - Senate Bill 45 was passed, expanding decriminalization to include individuals under 21 years old.**

**2021 - Senate Bills 111 and 112 were passed, defining all misdemeanor cannabis convictions for outright expungement.**

**2023 - In April, House Bill 1 (HB1) and House Bill 2 (HB2) were passed by the General Assembly, fully legalizing recreational marijuana. HB1 removed all penal penalties for the use or possession of a personal use quantity of marijuana (one ounce or less) for those aged 21 years or older. HB2 enacted regulations for cannabis businesses, including production, sale, taxation, and guidelines for business licenses for various facilities (retail stores, cultivation facilities, and testing facilities). Public consumption of recreational marijuana was outlawed.**



# License Allottment

**Total Number of Marijuana Cultivation Facility Licenses - 60**

20 Licenses for Open Applicants
10 Licenses for Social Equity Applicants for ≥2500 ft2 facilities
20 Licenses for Microbusiness Applicants
10 Licenses for Social Equity Applicants for ≤2500 ft2 facilities

**Total Number of Product Manufacturing Facility Licenses - 30**

10 Licenses for Open Applicants
10 Licenses for Microbusiness Applicants
10 Licenses for Social Equity Applicants

**Total Number of Retail Marijuana Store Licenses - 30**

15 Licenses for Open Applicants
15 Licenses for Social Equity Applicants

**Total Number of Marijuana Testing Facility - 5**

3 Licenses for Open Applicants
2 Licenses for Social Equity Applicants

# DE Cannabis Research

## Office of The Marijuana Commissioner (OMC)

Delaware Office of the Marijuana Commissioner
Market FAQ's
OMC Division of Social Equity
Social Equity Overview
Social Equity Impacted Areas
Social Equity Eligibility Process

## Laws and Regulations

Delaware Proposed
HB 305 - Creation of the Delaware Marijuana Control Act
HB1 - Removal of Penalties for Marijuana Possession and Personal Use
HB2 - Marijuana Tax Establishment

## Information for Business Applicants

Licensing ProcessGrant Programs
Application and Licensing Costs
Licensing FAQs

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## Official State Application Documents From OMC

Pursuant to Title 4 of the Delaware Code, Section 1331, the Delaware Marijuana Control Act (4 Del.C. §1331), the Office of the Marijuana Commissioner (the Commissioner) will accept marijuana business license applications for the following license types: Marijuana Cultivation Facility, Marijuana Product Manufacturing Facility, Retail Marijuana Store, and Marijuana Testing Facility. Applications that meet the minimum requirements will be entered into a lottery overseen by the Commissioner.

## THE LINK TO THE OFFICIAL APPLICATION GUIDANCE DOCUMENT IS HERE

**Required Documents** - Use This Link To Download These:

1. **Capitalization Table** (Excel Sheet)
2. **Comprehensive Business Plan** (11 Pages)
3. **Environmental and Sustainability Plan*** (5 Pages)
4. **Operating Plan** (5 Pages)
5. **Quality Assurance Plan*** (3 Pages)
6. **Safety, Security, and Product Diversion Prevention Plan** (16 Pages)
7. **Staff and Employee Training Plan** (12 Pages)
8. **Delaware Business License** (Attach to App)
9. **Government-issued ID for the applicant** (Attach to App)
10. **Social Equity Verification Document** (If applicable.)

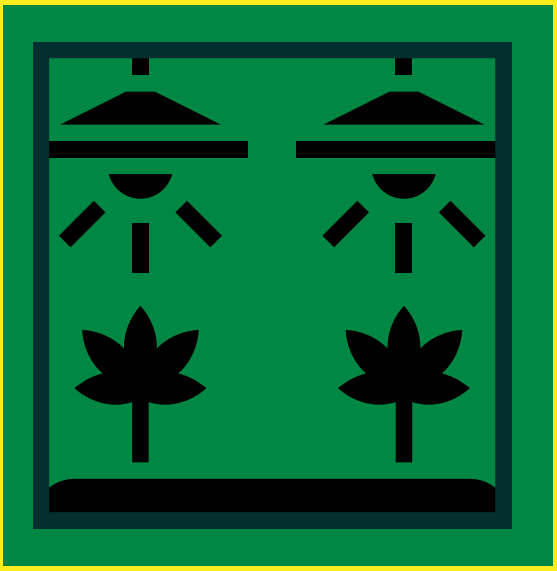
***Required for Marijuana Cultivation Facility license and Marijuana Product Manufacturing Facility license applicants only.**

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# Available Licenses

## Cannabis Cultivators

**Grow marijuana from seed to maturity. Cultivators can harvest, package, label, and transport fully-grown plants to processors and retail facilities per 6.7.1.**





## Cannabis Manufacturer

**Process raw marijuana into various products, such as edibles, concentrates, wax, oils, and tinctures. Manufacturers can buy flower from other marijuana businesses. They turn these materials into products, then package and sell them to other businesses per 6.8.**

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# Available Licenses

## Retail Marijuana Store

**Sell packaged marijuana flower, concentrates, manufactured products, and accessories to the general public and medical patients per 6.5.**





## Marijuana Testing Facility

**Receive samples of marijuana flower and manufactured products from manufacturers and cultivators for testing, and provide a certificate of analysis for products that pass the established standards.**

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# Available Licenses

**Social Equity License**
**Licenses are available to Delaware residents with at least 51% ownership and control by one or more individuals who have resided for at least 5 of the preceding 15 years in a disproportionately impacted area; were convicted of or adjudicated delinquent of a marijuana-related offense under Delaware law prior to April 23, 2023, or Had a parent, legal guardian, child, spouse, or dependent who was convicted of or adjudicated delinquent for a marijuana-related offense under Delaware law prior to April 23, 2023.**





**Cannabis Microbusiness A microbusiness applicant is an applicant for a marijuana cultivation facility license or a marijuana product manufacturing license who meets all the following criteria:**

**An Indoor facility with a cannabis plant grow canopy area less than or equal to 2500 square feet or an outdoor facility with a cannabis plant grow canopy area less than or equal to 1 acre and intends to employ no more than ten employees.**

# Application and Renewal Fees

| License Type | Business Type | Application Fee | License Cost |
|---|---|---|---|
| Cannabis Cultivation | Open | $5,000 | Tier Dependent |
| Cannabis Cultivation | Social Equity | $1,000 | 40% of an Open License |
| Cannabis Cultivation | Microbusiness | $3,000 | 40% of an Open License |

| Cultivation Tier | Indoor Facility | Outdoor Facility | License Cost |
|---|---|---|---|
| Tier 1 | ≤ 2,500 sf | ≤ 1 Acre | $2,500 |
| Tier 2 | 2,501 to 7,500 sf | 1.1 to 2.5 Acres | $5,000 |
| Tier 3 | 7,501 to 10,000 sf | 2.6 to 5 Acres | $7,500 |
| Tier 4 | 10,001 to 12,500 sf | 5.1 to 7.5 Acres | $10,000 |

# Application and Renewal Fees

| License Type | Business Type | Application Fee | License Cost |
|---|---|---|---|
| Testing Facility | Open | $5,000 | $10,000 |
| Testing Facility | Social Equity | $1,000 | $4,000 |

| License Type | Business Type | Application Fee | License Cost |
|---|---|---|---|
| Manufacturing | Open | $5,000 | $10,000 |
| Manufacturing | Social Equity | $1,000 | $4,000 |
| Manufacturing | Microbusiness | $3,000 | $4,000 |

| License Type | Business Type | Application Fee | License Cost |
|---|---|---|---|
| Retail | Open | $5,000 | $10,000 |
| Reatil | Social Equity | $1,000 | $4,000 |

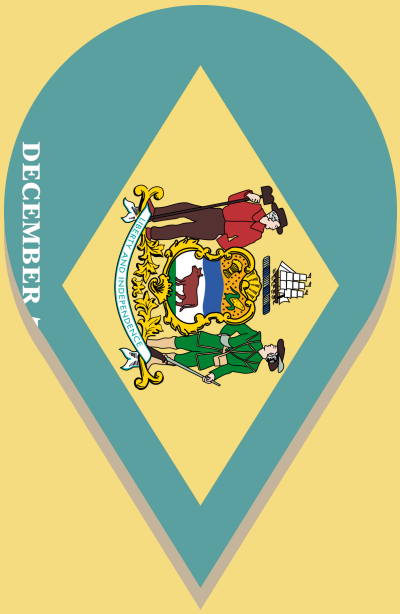
# Delaware Application Services Sept 2024



by CannManage

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# What We Need From You



**Some parts of the application require basic information from the applicant. We can collect these documents from your secure drive, and then we take care of the rest of the application for you (or your clients).**

- Delaware Business License
- Financial Assumptions/ProForma (We can also supply these for you.)
- Government-issued ID for the applicant
- Social Equity Verification Document (If applicable.)

# Why Hire CannManage?

Partnering with experienced and skilled technical writers ensure accuracy, accountability, and accessiblity throughout the application process. We bring an impressive blend of expertise, 26 years of combined writing and research detail, having prepared applications across 22 US states and four countries.

With our expertise in Social Equity rounds, we can outpace anyone in the industry while ensuring the accuracy of your materials and providing unparalleled customer service at accessible rates.

Our services include project management, research, client customization, complete finalization before submission, and submission portal assistance.

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# Application by Section - How We CannManage

## Attachment 1 – Comprehensive Business Plan - 11 pages
## We CannManage Your Financials And Write This Narrative
**(If you already have financials, we can still write the narrative section.)**

1. **Pro Forma Financial Statements:** Describe the business's pro forma (projected) financial statements (page 2).

2. **Expected Size of the Business**

2.a. Describe the projected revenue of the business (page 3).

2b. Describe the projected sales of the business (page 4).

2c. Describe the expected number of employees (page 5).

3. **Anticipated Startup Costs**
Describe the anticipated startup costs for the physical location of the business, such as construction costs or required equipment (page 6).

**4. Anticipated Annual Budget**

4a. Describe the anticipated costs for necessary permits and licenses (page 7).

4b. Describe the anticipated costs for building rent (or purchase) (page 8).

4c. Describe the anticipated costs for utilities (page 9).

4d. Describe the anticipated annual costs for wages (page 10).

4e. Describe the anticipated annual budget for the business – any additional costs (page 11).

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# Application by Worksheet - How We CannManage

## Attachment 2 – Safety, Security, and Product Diversion Prevention Plan - 16 pages

**We CannManage Writing This Entire Narrative Section**

**1.Workplace Safety** – Federal Compliance: Provide a plan to comply with all applicable federal workplace safety laws and regulations in accordance with the General Duty Clause of the OSH Act (Public Law 91-956) and 29 C.F.R provided by the Occupational Safety and Health Administration (OSHA) (page 2).

2. **Workplace Safety –** Other Compliance: Provide Plans To Comply With:
   2a. National Fire Protection Association (NFPA) standards (pg 3).
   2b. International Building Code (IBC) standards (pg 4).
   2c. International Fire Code (IFC) standards (pg 5).
   2d. Any other applicable federal, state, or local laws and regulations on workplace safety – any additional standards (pg 6).

3. **Delaware Food Code Compliance:** ONLY for applicants for Marijuana Establishments that intend to handle or conduct activities with food. (pg 7).

4.**License-Specific Safety:** The safety requirements for the Marijuana Establishment's respective license type, as required by 4 Del.C. §1331 (pg 8).

5. **Secure Storage:** Provide a plan to ensure all usable marijuana plants, marijuana, and marijuana products are stored in a locked area with adequate security (pg 9).

# Application by Worksheet - How We CannManage

## Attachment 2 (cont.) – Safety, Security, and Product Diversion Prevention Plan

**We CannManage Writing This Entire Narrative Section**

6. Provide a plan to deter and prevent the unauthorized entrance into:
 6a. The doors and windows of the facility (pg 10)
 6b. The alarm system (pg 11).
 6c. The lighting of the facility (pg 12).
 6d. The video surveillance of the facility (pg 13).

7. Written Plan for documenting and reporting alarm or video surveillance failure, as required by OMC regulations section 6.3.2.5 (pg 14).

8. Written Plan to document and report theft or diversion, as required by OMC regulations section 6.3.3 (pg 15).

9. Written Plan to comply with the security requirements for the Marijuana Establishment's respective license type, as required by 4 Del.C. §1331 (pg 16).

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# Application by Worksheet - How We CannManage

## Attachment 3 – Operating Plan - 5 pages

### We CannManage Writing This Narrative Section

1. Oversight Procedures: Provide a plan for oversight procedures, including documentation of the reporting and management structure of the Marijuana Establishment (pg 2).
2. Safe Handling: Provide procedures for the safe handling of marijuana plants, marijuana, and marijuana products (pg 3).
3. Record Keeping: Provide procedures to ensure accurate record keeping, including protocols to ensure that quantities of marijuana and marijuana products purchased do not suggest re-distribution (pg 4).
4. Organizational Chart: Provide a proposed organizational chart with job descriptions for all employees, managers, and volunteers. Job descriptions should include duties, responsibilities, authority, qualifications, and supervision (pg 5).

## Attachment 4 – Staff and Employee Training Plan - 12 pages

### We CannManage Writing This Narrative Section

1. Security Measures and Controls: Provide a plan for the proper use of security measures and controls that may be adopted by the Marijuana Establishment (pg 2).
2. Emergency Response: Provide specific procedures for responding to an emergency, including robbery or violent accident (pg 3).
3. Diversity Goals: Provide the diversity goals for the Marijuana Establishment (pg 4).
4. Recruiting and Hiring Diversity: Provide a plan to recruit and hire people of color, women, and veterans (pg 5).
5. Ownership and Promotion Diversity: Provide a plan to support ownership and promotion within the organization for people of color, women, and veterans (pg 6).
6. In-City/Region Hiring: Provide a plan to promote the hiring of employees within the respective city or region of the State (pg 7).
7. Fair Scheduling Practices: Provide a plan to ensure fair scheduling practices for all employees and volunteers of the Marijuana Establishment (pg 8).
8. Family-Supporting Wages: Provide a plan to provide family-supporting wages to all employees of the Marijuana Establishment (pg 9).
9. Employee Benefits: Provide a plan to provide benefits to all employees of the Marijuana Establishment (pg 10)

# Application by Worksheet - How We CannManage

**Attachment 4 – Staff and Employee Training Plan (cont.)**

10. Applicant and Managing Officer History Overview: Provide an account of any criminal, civil, or regulatory actions that have been taken against any business entities previously controlled or managed by the applicant or any of the managing officers. This overview may include:

- Criminal History: A summary of any criminal charges, investigations, or convictions, including dates, jurisdictions, and outcomes (pg 11).
- Civil Litigation: Details of civil lawsuits or legal actions, specifying the nature of the cases, dates, courts involved, and resolutions or current status (pg 11).
- Regulatory Actions: An account of any regulatory actions or violations, including fines or penalties levied by governmental or regulatory bodies, notices of violation or compliance orders, and details of any suspensions, revocations, or denials of licenses or permits. Each entry should include relevant dates, involved parties, nature of the incidents, and outcomes (pg 11-12).

**Attachment 5 – Environmental and Sustainability Plan** - 5 Pages

**We CannManage Writing This Narrative Section**

1. Environmental Impact and Resource Needs: Provide a plan demonstrating efforts to minimize the marijuana establishment's environmental impact and resource needs (pg 2).
2. Water Use: Plan to minimize water use (pg 3).
3. Energy Use: Plan to minimize energy use (pg 4).
4. Organic Cultivation Methods: ONLY for applicants for a Marijuana Cultivation Facility. If you are applying for a Marijuana Product Manufacturing Facility license type, please enter "N/A", or leave this section blank. Provide a plan to employ organic cultivation methods (pg 5).

**Attachment 6 – Quality Assurance Plan** - 3 Pages

**We CannManage Writing This Narrative Section**

A written plan for product recalls (pg 2).
Good Manufacturing Practices: Provide a plan to adhere to Good Manufacturing Practices (pg 3).

# Application Services Pricing

We CannManage you or your client's DE SE or traditional applications.

Special rates for unfunded social equity applicants with at least 51% ownership stake.

Contact us for a quote.

# We Don't Write Templates.

# We Write Stories.

Our applications are **not templates**. We are technical writers who create each bespoke narrative based on state requirements and applicant information.

Securing a license in the cannabis industry is a complex endeavor that demands meticulous attention to detail and persuasive communication skills to articulate your mission.

Crafting a compelling application involves navigating a web of regulations and compliance standards set forth by state and local authorities and ensuring strict adherence to guidelines to avoid deficiencies or rejections, especially when the regulations have not yet been finalized.

Additionally, the social equity portal has a very limited window. To fulfill application requirements, you will need to successfully present your unique value proposition and show compliance with regulatory standards and guidelines to gain preapproval.

# Application Services Overview



**We CannManage your Delaware application.**

# Application Services Overview

## Planning

We are experts at avoiding bottlenecks during the narrative process. Coordinating our team with your team ensures communication and continuity. We develop a written plan for our deliverables as writers. This is where we communicate our needs to make this the best-written application we've ever made and truly tell their story.

## Style

We create comprehensive internal guidance documentation for the application that streamlines our writing process and offers us invaluable information on your application, ensuring accuracy and accountability.

## Regulatory Research

We read and understand regulations and instructions intimately. Once released, we ingest state website guidance, all regulatory frameworks, and the application packet and instructions before writing. We'll leave the interpretation of the law up to you, but we do the heavy lifting. We're always willing to adjust as per your request.

## Creating The Foundation

Let us know what you need written, and we'll do it. We write financial plans based on existing assumptions and can make some independently. We can generate and source images for the application to make it easier for the state to digest. We do not make blueprints and would expect this to be completed by an architectural or design firm. We can make dimensions for a simple floor diagram. We create charts, diagrams, tables, and other standard visual graphics. During the licensing process, we can recommend trusted and helpful ancillary services like finance, legal, real estate, and security specialists.

## Creating The Story

This is a collaborative effort that requires your client's input to fuel our expertise. We'll work with the team to create the best story and stay informed on changes that must be added as the application evolves. We aim to ensure the final application reflects your client's unique strengths and qualifications. We can sit down with them or you can provide this information for us to incorporate. We will be readily available to answer client questions and requests throughout the process with unparalleled customer service.

## Creating The Finished Product

We run a complete check before sending it to you or your submission team and organize everything if needed. We are familiar with the finalization process for submittal and would be happy to help if needed. We strongly suggest that counsel review your documents before submitting them, if you can afford it. We can recommend accessible options for a legal app audit.

# We CannManage your Social Equity application.

## We have an internal team of experts and a list of reliable contract writers ready for any licensing task.

# Beth Myers - CEO/Senior Tech Writer

Beth attended Canisius University for English and Business. Her career as a cannabis-centered technical writer has spanned over 16 years. She began in 2008 in the Bay Area and then moved to Colorado in 2011, where she experienced firsthand the dawn of the legal trade. She has been focused most recently on managing, preparing, and writing applications for licensure.

Myers has crafted applications for licensure, comprehensive operations manuals, SOPs, and state-mandated training programs across 22 states, 20 local jurisdictions, and four countries. She has been integral to the start-up of 12 seed-to-sale cannabis companies in California and Colorado since 2008, with roles ranging from Budtender to **Chief Operating Officer** and **Managing Partner**. This includes pioneering work with respected vertically integrated brands like Evolab, the first North American company to sell strain-specific CO2 vaporizer cartridges, and holding an executive position at Kind Love, renowned in Colorado since 2009 for its quality and service.

Her dedication to quality contributed to her winning a Cannabis Business Award (CBE) for both Best Medical Flower and Best Dispensary.

# Thomas J. Buckley - Chief of Research

TJ's primary focus at CannManage is technical writing research for the dynamic cannabis industry. He holds a degree in biochemistry, minors in physics, and molecular biology, and has taken extensive coursework in ecology from the University of Denver. He has over 10 years experience as a researcher. Born amidst Colorado's beauty, TJ was raised in Denver and is passionate about nature, often accompanied by his adventurous Labrador.

TJ's experience extends to merging scientific acumen with legal expertise, having collaborated with the Innocence Project. It's not just about knowledge; it's about applying it innovatively within the cannabis industry. TJ's drive is the intersection of science, business, and law, aiming for excellence, and prioritizing quality and reliability.

Eager to shape the future, TJ is here to collaborate, innovate, and elevate this burgeoning industry with you. He has completed cannabis projects in 7 US States.




# Hire Us:

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