

GOOD NEIGHBOR PLAN SELECTIONS

A

Maintaining at least 50% of full-time employees who are Detroit residents or have a prior controlled substance record for jobs paying at least \$15 an hour.

B

A Retailer purchasing and displaying Detroit based resident-owned brands developed under a CRA management agreement or purchasing and displaying products from a Detroit licensed Processor or Grower at least 12 times in the calendar year. Each purchase must be at least \$1000.00 wholesale.

C

A Grower or Processor making 25% of Detroit retailer sales to an Equity Retailer destination.

D

A Processor in a CRA approved management agreement with a Detroit resident-owned brand and produces and distributes the products to licensed Retailers in Detroit for the brand at least twelve times in the preceding calendar year. Each sale must be at least \$1000.00 wholesale.

E

Donating annually a minimum of one quarter of one percentage point (.25%) of the licensee's annual gross sales to a duly organized Detroit-headquartered 501(c)(3) charitable organization, or to the Homegrown Social Equity Fund established by the City of Detroit for the purpose of funding social equity initiatives, licensee programming, and substance use prevention programs.

GOOD NEIGHBOR PLAN SCORING



Licensees are responsible for initiating the annual audit required before your license(s) can be renewed. If the audit is not initiated by Licensee, the Auditor will send the Licensee a notification during the renewal season (April 1-September 30) to request documentation of the Good Neighbor Plan commitment selected upon renewal in the prior year. We highly recommend starting this process as soon as possible to avoid delays. To initiate an audit, please contact:

Mitzi Ruddock
Good Neighbor Plan Auditor
Info@ouraccess.org
313-737-7606

After review, the Licensee will receive one of three scoring designations:

PASS: Licensee has met all Good Neighbor Plan commitments.

Correction Order - Licensee has not met Good Neighbor Plan commitments and has been asked to submit a corrective plan.

FAIL: Licensee has not provided documentation of its Good Neighbor Plan commitment to the Auditor within 30 days of the initial contact or within 30 days of a Correction Order.

Correction Order: Licensee has an opportunity to improve scoring assignment by completing the following:

- Scheduling an Issue Identification call with the Good Neighbor Plan Auditor within 7 days of fail assignment notification.
- Submitting a corrective plan with timeline within 7 days of Issue Identification call with Auditor.
- Corrective plan must be signed and dated by the Licensee and approved by the Office of Marijuana Ventures.

Good Neighbor Plan Guidelines

These guidelines are provided to assist Licensees in complying with the annual Good Neighbor Plan Audit. **Please note:** Some of these guidelines may conflict with what you have done previously and may overlap. We appreciate your understanding as we adjust and get everyone on the same timeline for administrative efficiency. All AU Licensees that have been operational for at least 12 months must comply with the GNP Audit.

Process:

Licensees are responsible for initiating the annual audit required before your license(s) can be renewed. If the audit is not initiated by Licensee, the Auditor will send the Licensee a notification during the renewal season (April 1-September 30) to request documentation of the Good Neighbor Plan commitment selected upon renewal in the prior year. We highly recommend starting this process as soon as possible to avoid delays. To initiate an audit, please contact:

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GNP Options:

A. Maintaining at least 50% of full-time employees who are Detroit residents or have a prior controlled substance record* for jobs paying at least \$15 an hour.

1. The period measured is January 1 to December 31 of the previous calendar year. In the 2025 renewal cycle, the period measured will be calendar year 2024.
2. **Documents required for Option A:**
 - a. Current Employee roster;
 - b. Annual Hiring Summary Sheet including everyone who worked for the licensee during 2024 divided into Detroit residents and non-Detroit residents, including hourly rate for each, and the date their employment ended, if applicable;
 - c. Copies of government ID for each Detroit resident employed by Licensee during 2024;
 - d. Owners may be included if paid as an employee.

**Prior controlled substance record means to have been convicted as an adult or adjudged to be a ward of the juvenile court, for any crime relating to sale, possession, use, cultivation, processing, or transport of marijuana prior to November 7, 2018.*

B. A Retailer purchasing and displaying Detroit based resident-owned brands developed under a CRA management agreement or purchasing and displaying products from a Detroit licensed Processor or Grower at least twelve times in the calendar year. Each purchase must be at least \$1000.00 wholesale.

1. The period measured is January 1 to December 31 of the previous calendar year. In the 2025 renewal cycle, the period measured will be calendar year 2024.
2. **Documents required for Option B:**
 - i. Metric transactions identifying the seller in PDF & (CSV or XLSX) format;
 - ii. Verification that the Processor is in a CRA management agreement with a Detroit resident whose brands are purchased; and
 - iii. Photos of each product display or Detroit designated area of store if photos of each product are not available.

C. A Grower or Processor making 25% of Detroit retailer sales to an Equity Retailer destination.**

1. The period measured is January 1 to December 31 of the previous calendar year. In the 2025 renewal cycle, the period measured will be calendar year 2024.
2. **Documentation required for Option C:** METRC transactions that identify the purchaser in PDF & (CSV or XLSX) format

******This does not mean every transaction made in Michigan by Licensee. It only applies to sales to licensed retailers in Detroit. 1 out of 4 sales to Detroit retailers would have to be to an Equity Retailer to meet this commitment. Please contact Rodney.Wilson@detroitmi.gov if you need the list of Equity Retailers.

D. A Processor in a CRA approved management agreement with a Detroit resident-owned brand and produces and distributes the products to licensed Retailers in Detroit for the brand at least twelve times in the preceding calendar year. Each sale must be at least \$1000.00 wholesale.

1. The period measured is January 1 to December 31 of the previous calendar year. In the 2025 renewal cycle, the period measured will be calendar year 2024.

2. Documentation required for Option D:

- i.** METRC transactions that identify the purchaser in PDF & (CSV or XLSX) format; and
- ii.** Verification that the Processor is in a CRA management agreement with a Detroit resident whose brands are purchased

E. Donating annually a minimum of one quarter of one percentage point (.25%) of the licensee's annual gross sales to a duly organized Detroit-headquartered 501(c)(3) charitable organization, or to the Homegrown Social Equity Fund established by the City of Detroit for the purpose of funding social equity initiatives, licensee programming, and substance use prevention programs.***

- 1. The period measured is January 1 to December 31 of the previous calendar year. In the 2025 renewal cycle, the period measured will be calendar year 2024.

2. Documentation required option E:

- i.** METRC report of all sales for the previous calendar year in PDF & (CSV or XLSX) format, and if applicable, an accountant letter explaining what transactions should be excluded (such as internal transactions for vertically integrated licensees)
- ii.** Verification that donations were made by the Licensee entity
- iii.** If applicable, an acknowledgement of the donation from each 501(c)(3) on the organization's letterhead including the headquarters address, the Tax ID number (EIN), and the following language or similar:

“Acknowledgement of your \$xxx donation to XXXX on DATE. XXXX is a 501(c)(3) tax exempt charitable organization. Your contribution is tax deductible to the extent allowed by law. No goods or services were provided in exchange for your generous financial donation”

- 3. If applicable, donations to the Homegrown Social Equity Fund can be made as follows:
 - i.** MiCIA Detroit Homegrown Fund -For ACH or Wire sent to Dart Bank: Account 27452192 Routing 072410903
 - ii.** Or make check to: **“MiCIA Detroit Homegrown”** and mail to MiCIA, 101 S Washington Square #820 Lansing, MI 49933
- 4. Donations made to 501(c)(3) organizations related to a Licensee owner are not acceptable (i.e. an owner is a board member or founder).

***** We highly recommend donations be made to the following types of charitable organizations:**

- **Reentry Services for Formerly Incarcerated Individuals:** Non-profits that assist Detroiters transitioning back into society after incarceration with support such as housing, job placement, and counseling services.
- **Youth Programs and Violence Prevention:** Programs that provide positive opportunities and safe spaces for young people in Detroit
- **Social Equity and Advocacy Organizations:** Non-profits that support economic opportunities for Detroiters including job training, business mentorship, entrepreneurial training, and legal assistance programs, etc.
- **Community Health and Wellness Programs:** Organizations that promote mental health, addiction recovery, and general well-being, particularly in urban communities affected by substance misuse and systemic challenges.
- **Education and Workforce Development:** Non-profits offering training programs and educational resources focused on job skills.