City of Boston
Boston Cannabis Board

Commissioners:
Ava C. Concepcion Chair
Lisa Holmes
John Smith
Ramon Soto
Sonal Gandhi
John Kenslea

SCORING SHEET*
NEW CANNABIS LICENSE APPLICATION

HEARING DATE: _____ VOTING HEARING DATE: _____

APPLICANT ENTITY NAME: _____

PROPOSED D/B/A: _____

PROPOSED LICENSED PREMISE ADDRESS: _____

LICENSE TYPE: _____

CERTIFIED EQUITY APPLICANT BY OED? ☐ YES ☐ NO

Total points possible: 100

EVALUATION CRITERIA

1. Diversity and inclusion plan:_____/25 Total
    a. Goals. _____/8
    b. Programs _____/9
    c. Measurements _____/8
        1. Does the plan include qualitative and quantitative measures that demonstrate the progress and/or success of the Plan? _____/4
        2. Do the Metrics used have an identified data source and method for tracking plans? _____/4

2. Location:_____/25 Total
    a. Distance from a licensed retail marijuana establishment._____/5
    b. Residential and commercial density near the site._____/5
    c. Distance from schools, social services, or treatment centers._____/5
    d. Access to public transportation._____/5
    e. Accessibility and amount of on-site parking. _____/5

3. Employment plan: _____/20 Total
    a. Plan for employment of Boston residents; _____/5
    b. Plan for employment of minorities and women; _____/5
    c. Plan for offering competitive wages and benefits for local residents; _____/5
    d. Plan for employment of individuals with criminal records. _____/5

4. Community feedback/public support: _____/20 Total
    a. Letters of support from local elected officials; _____/10
    b. Letters of support from local community organizations. _____/10

5. Safety and Security: _____ /10 Total
    a. Plan for on-site security personnel; _____/2
    b. Plan for building and product security; _____/2
    c. Plan for protecting youth from accessing the product_____/2
    d. Plan for the transportation and delivery of the product _____/2
    e. Plan for the transportation of monies to and from the site _____/2

TOTAL SCORE:_____/100

COMMISSIONER VOTE:

☐ GRANT
☐ GRANT CONDITIONALLY
☐ DEFER
☐ REJECT WITHOUT PREJUDICE
☐ REJECT WITH PREJUDICE

COMMISSIONER NAME: _____

*Pursuant to the Ordinance Establishing Equitable Regulation of the Cannabis Industry in the City of Boston (the "Ordinance") this score sheet identifies the specific criteria on which each Commissioner must evaluate an application for a cannabis establishment. Each application is evaluated on its respective proposal and merits pursuant to the Ordinance. This score sheet is used for the purpose of evaluating the application and does not constitute the vote of the respective Commissioner or the BCB. This score sheet should be used as a guide for each Commissioner in discussing the specific application before the BCB. In determining a final vote on any application, each Commissioner shall utilize their respective scoresheet and the criteria and percentages established in the Ordinance.

SCORING GUIDE

DIVERSITY AND INCLUSION PLAN* - 25 POINTS

***The overarching goal of diversity and inclusion shall be integrated into all aspects of the applicant's business and operations..**

A Diversity and Inclusion plan presented as part of an application to the BCB must promote equity among the following demographics:

a. Minorities;
b. Women;
c. Veterans;
d. Persons with Disabilities; and
e. People of all gender identities and sexual orientations.[1]

A Diversity and Inclusion plan shall include three (3) components and shall tailor the components of its plan to affect the groups listed above. The three (3) components of the Diversity and Inclusion Plan are as follows:

1. **Goals** defined as one (1) or more desired outcomes of the plan.

2. **Programs** defined as detailed actions, activities or processes that will be utilized or implemented to achieve the outlined goals; and

3. **Measurements** defined as specific metrics that will be implemented to assess the progress and success of the programs.

SCORING

GOALS: The plan should state specific goals promoting equity for the groups listed above in operations of the Cannabis Establishment including: attracting, contracting, hiring, promoting and retaining board members, contractors, executives and service providers.

Eight (8) Points will be available for the Goals portion with those plans scoring the highest providing specific plans to promote equity across the identified demographic groups and throughout the operations of the business. Plans that fail to address the identified demographics and include equity goals throughout the business operations shall be scored accordingly.

PROGRAMS: The plan should include tailored programs to promote equity for the identified groups above and such plans shall be integrated into the ME's operations.

Nine (9) points will be available for the Programs portion with the highest scored plan including a variety of programs designed to address all groups identified above. Those programs that are found to lack variety and quality and that fail to address the identified groups shall be scored accordingly.

MEASUREMENTS: The Plan's measurements will be scored on 2 separate criteria: whether the Plan includes qualitative and quantitative measures that demonstrate the progress and/or success of the Plan, and whether the metrics have an identified data source and method for tracking plans

[1] 935 CMR 500.101(1)(c)(7)(k); 935 CMR 500.101(2)(e)(8)(k)

Eight (8) points will be available in the Measurements portion of the plan broken into two (2) categories as follows:

- **a)** Does the plan include qualitative and quantitative measures that demonstrate the progress and/or success of the Plan? **Four (4) points**
- **b)** Do the Metrics used have an identified data source and method for tracking plans? **Four (4) points**

Location - 25 POINTS

Location is scored in 5 categories as follows:

- **a)** Distance from a licensed retail marijuana establishment - **Five (5) points**
- **b)** Residential and commercial density near the site. - **Five (5) points**
- **c)** Distance from schools, social services, or treatment centers - **Five (5) points**
- **d)** Access to Public Transportation - **Five (5) points**

  A score of five (5) shall indicate multiple modes of public transportation that serve a wide population of the City within a quarter (.25) of a mile from the Establishment. Scores shall be adjusted accordingly to reflect reduced access to public transportation within a quarter (.25) of a mile to a store.

- **e)** Accessibility and amount of On-Site Parking - **Five (5) points**

  A score of (5) five shall indicate that the establishment has made arrangements for sufficient parking to serve the needs of the establishment given the operations of the establishment. Total number of parking spaces available (including Accessible spaces as required by the Americans with Disabilities Act) shall be considered. In determining the sufficiency of parking the Board shall take into account measures the store has in place to reduce parking demand both in amount and duration of stay including but not limited to "Reserve Ahead" ordering systems with specific appointment times at which a customer picks up the reserved order and whether delivery services operate out of the establishment.

SAFETY AND SECURITY - 10 POINTS

Safety and Security is scored as follows:

- **a)** Plan for on-site Security Personnel - **Two (2) points**

  A Score of two (2) shall include on-site security personnel sufficient to address all security needs of the establishment including but not limited to positively identifying customers that meet legal requirements to enter the establishment; ensuring the safety of all employees, customers and the general public; deterrence of theft; prevention of unauthorized access to restricted areas; prevention of loitering outside the establishment and ensuring that use of purchased products does not occur within the vicinity of the establishment; prevention of litter; and keeping all locks and security equipment in working order. Plans that fail to provide a sufficient security plan to address the unique operational needs of the establishment shall be scored accordingly.

  The Board shall take into account non-personnel security measures in place at the establishment in determining the sufficiency of on-site personnel as well.

- **b)** Plan for Building and Product Security - **2 points**

A score of two (2) shall indicate that the applicant has provided for all building security measures continued within 935 CMR 500.110(5)(a-g). Plans failing to include any aspect of building security measures required by the CCC shall be scored accordingly.

c) Plan for Protecting Youth from Accessing the Product - **2 points**

d) Plan for the transportation and delivery of the product - **2 points**

A score of three (3) shall indicate that the applicant has met all requirements of 935 CMR 500.105(13)(a-h). Delivery of the product in this section does not refer to delivery businesses that serve individual customers, but rather the transportation and delivery of cannabis between Cannabis Establishments.

e) Plan for the transportation of monies to and from the site - **2 points**

A score of two (2) shall indicate that the applicant has met all requirements of 935 CMR 500.110(7). Scores shall be adjusted accordingly where applicants fail to meet the cash handling requirements as set forth by the CCC.

EMPLOYMENT PLAN - 20 POINTS

Employment Plans are scored in four (4) categories as follows:

a) Plan for Hiring Boston Residents - **Five (5) points**
b) Plan for employment of minorities and women - **5 points**
c) Plan for offering competitive wages and benefits for local residents - **5 points**
d) Plan for employment of individuals with criminal records - **5 points**

Additional considerations may include the following for each category:

- Recruitment plan;
- Retention plan;
- Training plan;
- Continuing education plan;
- Career pathways;
- Apprenticeship programs;
- Partnership with community based organizations for job fairs and recruitment efforts;
- Incorporation of the Boston Jobs and Living Wage Ordinance;
- Worker protection plan;
- Wages and benefits to ensure employees do not have to rely on public assistance or safety net programs;
- Efforts to ensure employees have the ability and are comfortable expressing concerns in the workplace;
- Whistleblower protection policies;
- Labor peace agreement.

A plan receiving a score of five (5) in any category must contain specific, measurable goals with programs tailored to attracting and recruiting employees in that category.

COMMUNITY FEEDBACK/PUBLIC SUPPORT - 20 POINTS

Community Feedback/Public Support is scored in two (2) categories:

a) Letters of Support from Public Officials - **Ten (10) points**
b) Letters of support from community groups - - **Ten (10) points**

Additional considerations may include:

- Letters and testimony from community members;
- Letters and testimony from abutters;
- Letters and testimony from community organizations and other stakeholders; and
- Proposed establishment of a feedback loop to provide feedback from community members and other stakeholders such as the formation of an advisory council or the scheduling of quarterly meetings with ownership and management.

A score of ten (10) shall indicate the highest level of support where a score of zero (0) shall indicate strong opposition with no indication of support.