



# Industrial Hemp Research Program

## *Research License Application — Distributor*

## 2019 Research License Application — Distributor

### Guidelines and Instructions

The Kansas Department of Agriculture (KDA) is implementing the Industrial Hemp Research Program (Program) as authorized by the Alternative Crop Research Act (K.S.A. 2-3901 *et seq.*). To be considered for a research distributor license for the 2019 growing season, you must submit your research license application, including your research proposal, all required attachments, fingerprint cards, waiver forms and applicable fees by the deadline. Submit all materials in one mailing to KDA, Attn: Industrial Hemp Research Program, 1320 Research Park Drive, Manhattan, KS 66502, postmarked by June 1, 2019.

- **Research License Application and Research Proposal.** The deadline for submitting your research license application — including your research proposal, all required attachments, fingerprint cards, waiver forms and applicable fees — is June 1, 2019. Submissions postmarked after that date will not be accepted. KDA recommends that applicants use a delivery method with tracking capabilities when submitting your research license application by mail; KDA is not responsible for research license applications lost in the mail or not received. All required documents and applicable fees must be received by KDA before your research license application will be considered.
  - Research license applications must be complete, accurate and legible. Follow all instructions in this document to ensure your research license application is complete. KDA is not required to request additional information to clarify a research license application. **Incomplete or illegible research license applications shall not be accepted and applicable fees shall not be refunded.**
  - You must submit a research proposal to be considered for participation in the Program. If you completed a Pre-Application and Pre-Application Research Proposal, you will be given the opportunity to certify your Pre-Application Research Proposal for use as your research proposal.
  - **Providing false, misleading or incorrect information on your research license application or attachments may result in your research license application being denied, revocation of any license and denial of future research license applications.**
- **Fees.** A \$200 nonrefundable application fee, paid by check or money order made payable to the Kansas Department of Agriculture, must be submitted with your completed research license application. This application fee does not apply to any other Program costs. If you are conditionally approved for participation in the Program, there will be additional license fees required.
  - **Carefully review the fees that will be required if you are selected for participation in the Program.** License fees are due within 15 days of KDA's request for payment. If you do not pay the license fee within 15 days, your conditional approval shall be terminated and your requested licenses shall not be issued. Partial payments and payment plans will not be accepted by KDA.

- **State and National Criminal History Record Check.** Each individual applying for, or listed on, a research license application must submit to the required fingerprint-based state and national criminal history record check no more than 30 days prior to the application being submitted to KDA. KDA shall collect payment of the \$47 fee for each individual submitting to the state and national criminal history record check. Payment and the required fingerprint card shall be submitted by KDA to the Kansas Bureau of Investigation (KBI). Such payment must be made by check or money order and made payable to the Kansas Department of Agriculture. All required fingerprint-based state and national criminal history record checks completed by the Kansas Bureau of Investigation (KBI) must be received and reviewed by KDA before your application will be considered. **A state and national criminal history record check must be provided to KDA from the KBI; a state and national criminal history record check submitted by an applicant directly to KDA will not be accepted.** Information about how to initiate this process with the KBI is available on the KDA industrial hemp website.
- **Review.** Your research license application and research proposal will be reviewed prior to a license being issued. The Industrial Hemp Advisory Board will review your research proposal and either recommend your research proposal for approval or denial to the Secretary of Agriculture.
- **File Format.** Please complete the application on this fillable PDF form. If you do not have compatible software to do so, please print the PDF form and complete it manually and legibly.
  - **KDA is not responsible for missing information due to formatting or printing errors by applicants.**
- **Record Retention.** You must maintain a copy of your completed research license application, all attachments, and, if applicable, the mailing receipt and tracking number for your records. **Record retention is required by regulation.**
  - Research license applications, research proposals, and any attachments submitted to KDA are subject to public disclosure pursuant to the Kansas Open Records Act.
- **Deadlines.** The following table depicts important deadlines related to licensure and reporting dates:

| What                                  | Who  | Date Due to KDA                                    | Comments   |
|---------------------------------------|--|--|--|
| Research License Application Deadline | All Applicants   | June 1, 2019                                       | No later than November 30 for each subsequent growing season |
| Distribution Report                   | The Primary Licensee on a research distributor license | No later than November 30 of license year          |  |
| Research Report                       | The Primary Licensee for all license categories        | No later than November 30 of license year          |  |
| License Expiration                    | All licensees  | January 31 of the year following your license year |  |

**Send the Research License Application — including your research proposal, all required attachments, and applicable fees — postmarked no later than June 1, 2019, to:**

Kansas Department of Agriculture  
 Industrial Hemp Research Program  
 1320 Research Park Dr.  
 Manhattan, KS 66502

Find more information on the KDA Industrial Hemp Research Program at [agriculture.ks.gov/industrialhemp](http://agriculture.ks.gov/industrialhemp).

**Please note that KDA can answer questions but will not provide direct assistance in completing the Research License Application or the Research Proposal.**

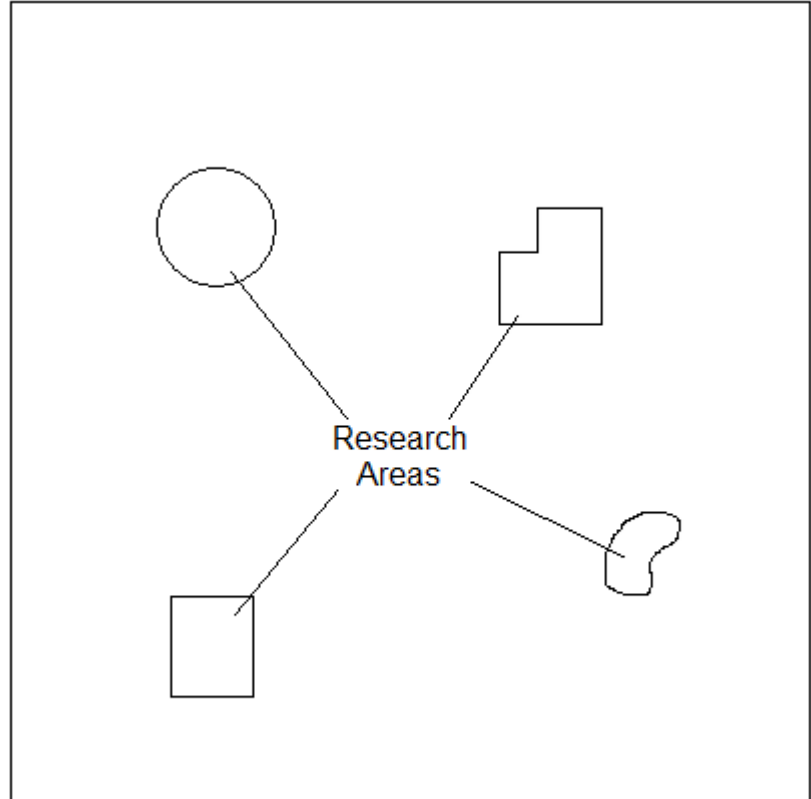
## KDA Industrial Hemp Research Program 2019 Fees

| Fee Type   | Program Fees*  | Fee Due Date  |
|--|--|---|
| KBI Fingerprint Fee  | \$47 (nonrefundable; This is the KBI's standard fingerprint-based criminal history record check fee. It will be collected by KDA and submitted to the KBI.)  | At the time the research license application is submitted   |
| Application Fee  | \$200<br>(nonrefundable; does NOT apply to License Fee)  | At the time the research license application is submitted   |
| License Fee GROWER   | \$1,000 License Fee  | Within 15 days of receipt of notice of conditional approval |
| License Fee DISTRIBUTOR  | \$2,000<br>(for each licensed research section)  | Within 15 days of receipt of notice of conditional approval |
| License Fee PROCESSOR  | <b>Fees per Processing Type</b> <ul style="list-style-type: none"> <li>• <b>Fiber Processor</b> — \$3,000 for each processing facility in a licensed research section and for each mobile processing facility</li> <li>• <b>Grain Processor</b> — \$3,000 for each processing facility in a licensed research section and for each mobile facility</li> <li>• <b>Floral Material Processor</b> — \$6,000 for each processing facility in a licensed research section and for each mobile facility</li> </ul> | Within 15 days of receipt of notice of conditional approval |
| <b>Each license fee shall include the cost for the department's initial sample collection and initial laboratory test.</b> |  |   |
| Subsequent Sampling Fee  | Transportation and inspection time at \$45 per hour, and mileage at the rate fixed and established by the Department of Administration   |   |
| Testing Fees   | \$250 per laboratory test  |   |
| Modification Fee   | \$750 for each requested change to a license previously issued by the department   |   |

Fees may be submitted in the form of a check or money order made payable to the Kansas Department of Agriculture.

# Example of Required Maps for Licensed Research Sections

Difference between  
Licensed Research Areas and  
Licensed Research Section



Licensed Research Section



T19S, R3E, S12, SW4

Research Area 1

West Field  
6 acres  
38.12345  
-97.12345

Building 1

Industrial Hemp Storage  
1,700 sq. ft  
38.12351  
-97.12353

Research Area 2

Home Field  
7 acres  
38.12345  
-97.11904

Building 2

Transportation Storage  
800 sq. ft  
38.12347  
-97.12034

Research Area 3

East Field  
14 acres  
38.12356  
-97.08346

# Research License Application – Distributor

**Submission Deadline: June 1, 2019**

This Research License Application and Research Proposal is required by the regulations governing the Industrial Hemp Research Program. A licensed research distributor can only handle, condition, store, distribute or transport industrial hemp in Kansas and must successfully complete a research distributor license application, have their research distributor license application approved, and receive a research distributor license issued by KDA before taking possession of any industrial hemp plants, plant parts, grain or seeds. Anyone may apply for multiple licenses in a single license category or for licenses in multiple categories. Research activities falling under more than one license category will require a separate research license application and fee for each license category.

| <b><u>OFFICIAL USE ONLY.</u></b>         |  |
|--|--|
| Date of Receipt:                         |  |
| Check Number:                            |  |
| Date of Receipt of the Background Check: |  |
| Pre-Application #:                       |  |
| KDA Application #:                       |  |

**Directions: Complete all parts of the research license application and the research proposal. Submit this application and all required attachments, including applicable fees, fingerprint cards and waiver forms in one mailing to: Kansas Department of Agriculture, Industrial Hemp Research Program, 1320 Research Park Drive, Manhattan, KS 66502.**

KDA is not responsible for research license applications lost in the mail or not received. All required documents and fees must be received by KDA before your research license application will be considered. KDA is not responsible for missing information due to formatting or printing errors by the applicant. All information submitted must be complete, accurate and legible. KDA is not required to request additional information to clarify a research license application. **Incomplete or illegible research license applications shall not be accepted and the applicable fees shall not be refunded.**

**Providing false, misleading or incorrect information on your research license application or any attachments may result in your research license application being denied, revocation of any license, and denial of future research license applications.**

**The research license application cannot be filled out in the name of a business; research licenses will only be issued to individuals.**

If you own or are employed by a business wishing to participate in the Industrial Hemp Research Program, the research license application must be completed by a Primary Applicant. You cannot fill out the research license application in the name of your business. All individuals involved in your research proposal, including all members of the business, must be listed on a research license application in their individual capacity, as well as all individuals who will have access to industrial hemp plants, plant parts, grain or seeds. All individuals listed on your research license application must submit to a fingerprint-based state and national criminal history record check no more than 30 days prior to the research license application being submitted to KDA.

*If completing this form electronically, navigate the form with the mouse or select the next field using the down arrow key.*

| <b>I. Contact Information and Application Information</b>                          |                                   |
|--|-----------------------------------|
| <b>Name of Primary Applicant:</b>  |                                   |
| <b>Residential Address of Primary Applicant:</b>                                   |                                   |
| <b>Mailing Address of Primary Applicant</b> (if different from above):             |                                   |
| <b>Email for Primary Applicant</b> (email is the primary method of communication): |                                   |
| <b>Cell Phone:</b>   | <b>Home Phone</b> (if different): |

Pursuant to the regulations governing the Industrial Hemp Research Program, you must designate an individual to act as the Primary Licensee if your research license application and research proposal are approved by KDA. **Before designating an individual to act as the Primary Licensee, you should review the regulations to ensure that the proposed individual meets all the requirements governing a Primary Licensee and is able to comply with the responsibilities imposed upon a Primary Licensee.**

|  |                                   |
|--|-----------------------------------|
| <b>Name of the Individual to Act as the Primary Licensee:</b>  |                                   |
| <b>Residential Address of the Individual to Act as the Primary Licensee</b> (Kansas residency is required):    |                                   |
| <b>Mailing Address of the Individual to Act as the Primary Licensee</b> (if different from above):             |                                   |
| <b>Email for the Individual to Act as the Primary Licensee</b> (email is the primary method of communication): |                                   |
| <b>Date of Birth</b> (mm/dd/yyyy):   |                                   |
| <b>Cell Phone:</b>   | <b>Home Phone</b> (if different): |

**1) Utilize the table below to identify all individuals involved in your research proposal, including:**

- a. Each owner of all land, structures and buildings where any proposed research will be conducted. (You must include all persons owning land, structures and buildings as a trustee, partner, owner or member of a business entity, etc.).
- b. Each owner of all motor vehicles that will be used to distribute or transport industrial hemp plants, plant parts, grain or seeds.
- c. Each individual who will otherwise be involved in the research proposal, including those individuals who will be engaged in the purchasing, researching, handling, conditioning, storing, distributing, transporting, studying, analyzing or selling of industrial hemp plants, plant parts, grain or seeds.

You must identify yourself and at least one other individual in the table below. Each individual involved in your research proposal should only be identified in the table once. You must identify any individual who will be involved in your research proposal, including contractors, employees or volunteers. You must fully explain each individual’s specific responsibilities as anticipated in your research proposal. Attach additional page(s) if necessary.

All individuals listed on your research license application must submit to a fingerprint-based state and national criminal history record check no more than 30 days prior to the research license application being submitted to KDA.

| Name | City | State | Phone Number | Specific responsibilities as anticipated in your research proposal |
|------|------|-------|--------------|--|
|      |      |       |              |  |
|      |      |       |              |  |
|      |      |       |              |  |
|      |      |       |              |  |
|      |      |       |              |  |
|      |      |       |              |  |
|      |      |       |              |  |

**2) Provide the requested information below relating to all locations involved in your research proposal:**

- a. Complete the following table identifying your proposed licensed research section(s) and licensed research area(s) for each location involved in your research proposal. You must identify all locations that will be utilized, including but not limited to the following: indoor and outdoor research area(s), including area(s) utilized for handling, conditioning, storing, distributing or loading/unloading industrial hemp plants, plant parts, grain or seeds after transportation. Attach additional page(s) as necessary.

Your research license application must not include a home or residence as a research area where you will handle, condition, store, distribute or transport industrial hemp plants, plant parts, grain or seeds. You cannot rent or lease land, buildings, facilities or other structures from any individual whose industrial hemp research license was revoked by KDA or from any individual who was denied admission to participate in the Program. In order to conduct industrial hemp research on any land that is within 50 feet of a residential structure or within one-quarter mile of any public or private K-12 school or any public recreational area, you must identify the location of the proposed research area, fully explain your request in your research proposal, and fill out and submit, as an attachment to your application, a Request for Permission Form. The Secretary of Agriculture may provide written permission for you to carry out your research at the proposed location if doing so is appropriate and consistent with your research proposal.

You may include multiple licensed research sections in your research proposal, but each additional research section will require a separate research license application and separate application fees and license fees.

| Proposed Licensed Research Section | Full Legal Description<br>(Quarter/Section/Township/Range)                                  | City                            | Zip                               | County      | Own or Rent                               |  |
|------------------------------------|---|---------------------------------|-----------------------------------|-------------|---|--|
|                                    |   |                                 |                                   |             |   |  |
|                                    | <b>Identify all legal owners of the location:</b><br>Attach additional page(s) as necessary |                                 |                                   |             |   |  |
|                                    | <b>Indicate if this location has multiple entrances:</b>                                    |                                 | Yes                               | No          | <b>If yes, number of entrances: _____</b> |  |
|                                    | Location ID*  | GPS: Latitude**<br>Ex: 39.12345 | GPS: Longitude**<br>Ex: -96.12345 | Square Feet |   |  |
| Research Area 1                    |   |                                 |                                   |             |   |  |
| Research Area 2                    |   |                                 |                                   |             |   |  |
| Research Area 3                    |   |                                 |                                   |             |   |  |
| Research Area 4                    |   |                                 |                                   |             |   |  |
| Research Area 5                    |   |                                 |                                   |             |   |  |

\* Location ID is a unique identifier or common name that you designate for each research area. The Location ID may be used by KDA to identify the research area.

\*\* The GPS coordinates that you provide must be taken at the point of access to the research area and must be provided in DECIMAL DEGREES for each research area.

Any addition or change to a GPS coordinate will require the completion of a modification request form and payment of the modification fee of \$750 for each addition or change to each GPS coordinate.

- b. To the best of your knowledge and belief, has any location identified in the table above either: 1) been approved as a research area by KDA; or 2) been included as a research area in a research license application previously submitted to KDA in the 2019 license year?

Yes                      No



If you answered “Yes” above, identify each research area and provide an explanation for your request to include the research area in your research license application. Attach additional page(s) if necessary.

- c. The total square feet planned for handling, conditioning, storing, distributing or transporting industrial hemp plants, plant parts, grain or seeds as identified in the table above:

Total Square Feet: \_\_\_\_\_

- d. Attach map(s) for each location identified in the table above. Each map must include the following: your name and the legal description, Location ID and global positioning system (GPS) coordinates for each location identified.

- 3) Identify the variety of industrial hemp you will be using in each research area.** Attach additional page(s) if necessary. Refer to the document “Approved Varieties of Industrial Hemp for Planting,” dated October 15, 2018, for the list of approved industrial hemp varieties that are accepted for use in the Industrial Hemp Research Program. If you are requesting to use a variety of industrial hemp that is not included on KDA’s list, you must identify the variety, fully explain your request in your research proposal and fill out and submit, as an attachment to your application, a **Request for Permission to Use Unapproved Industrial Hemp Variety** form.

- 4) In the table below, identify all motor vehicles that will be utilized in your research proposal.** Attach additional page(s) if necessary.

You cannot rent or lease motor vehicles from any individual whose industrial hemp research license was revoked by KDA or from any individual who was denied admission to participate in the Program.

| <b>Vehicles that will be used for transporting industrial hemp</b> |             |              |                        |              |
|--|-------------|--------------|------------------------|--------------|
|  | <b>Make</b> | <b>Model</b> | <b>License Plate #</b> | <b>Color</b> |
| <b>Vehicle #1</b>  |             |              |                        |              |
| <b>Vehicle #2</b>  |             |              |                        |              |
| <b>Vehicle #3</b>  |             |              |                        |              |
| <b>Vehicle #4</b>  |             |              |                        |              |
| <b>Vehicle #5</b>  |             |              |                        |              |

You are required to submit a copy of the driver’s license for each individual who will transport any industrial hemp plants, plant parts, grain or seeds.

## II. Research Proposal

The regulations require the completion of a research proposal before your research license application can be considered. If you completed a Pre-Application and Pre-Application Research Proposal and want to certify your Pre-Application Research Proposal for use as your research proposal on this research license application, you must complete all provisions of the research license application and submit a copy of your Pre-Application Research Proposal. As the Primary Applicant, you will be given the opportunity to certify your request in the Acknowledgment Section below. **To be able to certify your Pre-Application research proposal, the Primary Applicant must be the same individual that completed the Pre-Application and Pre-Application Research Proposal.**

**Your research proposal must explain the research you plan to conduct on behalf of the Kansas Department of Agriculture. Your research proposal will play an important role in the evaluation of your research license application and approval to participate in the Program.**

**Below are possible research topics that may be useful areas of study. Once you have determined the area of your research, explain in detail, on the following pages, the specific subject your research will cover.**

- Agronomic research and analysis of soils, growing conditions or water usage required to successfully grow industrial hemp.
- Research on types of industrial hemp seed that are best suited to be grown in Kansas, including seed availability, creation of hybrid seed types, in-the-ground variety trials and seed production.
- Agronomic research and analysis of the most efficient types of equipment and techniques for seeding, tillage or harvest.
- Agronomic research and analysis of the most effective, economical and environmentally beneficial pest control or fertilization products or methods.
- Analysis of the management techniques and/or environmental factors that impact the delta-9 tetrahydrocannabinol (THC) concentration in industrial hemp.
- A study on the feasibility of attracting federal and private funding for industrial hemp research.
- Analysis of the economic feasibility of developing markets for the various types of industrial hemp that can be grown in Kansas.
- Research and analysis of the most efficient types of equipment and techniques for transporting industrial hemp plants, plant parts, grain or seed.
- Analysis of the estimated value-added benefits, including environmental benefits, that Kansas businesses would reap by having an industrial hemp market of Kansas-grown industrial hemp varieties.
- Research and analysis of the most efficient types of equipment and techniques for processing industrial hemp plants, plant parts, grain, or seed.
- Analysis of the economic feasibility of developing markets for varieties of industrial hemp seed in and beyond Kansas.
- Research into the development of national and international markets for Kansas-grown industrial hemp and industrial hemp products.
- Analysis of the most efficient and economical methods for distributing and transporting Kansas-grown industrial hemp and industrial hemp products.
- Other types of research into the economic development, cultivation, market analysis, manufacturing, distribution and transportation of industrial hemp and industrial hemp products.

# Research Proposal Instructions:

- **Complete the following sections**, either by utilizing the fillable form or by providing your answers on a separate page(s). *Handwritten submissions are strongly discouraged.*
- **If answering on a separate document**, please label each section (A-F).
- **Be concise:** Your research proposal should be as concise as possible; **not to exceed 2 pages total.**
- **For more information on how to write a research proposal**, please see the Technical Bulletin on How to Conduct Research on Your Farm or Ranch by visiting <https://www.sare.org/Learning-Center/Bulletins/How-to-Conduct-Research-on-Your-Farm-or-Ranch>.

**SECTION A:** Identify your research question and objective, including a statement of the type of research to be conducted and its purpose.

**SECTION B:** Identify your experimental design.

**SECTION C:** Explain what will be measured and what data will be collected.

**SECTION D:** Explain how the project will be implemented, including location and size of your anticipated research areas (in acres or square feet), duration of your research operations and variety of industrial hemp that will be used in your research.

**SECTION E:** Explain how research data will be collected, recorded and analyzed.

**SECTION F:** Explain how the data will be interpreted and how conclusions will be drawn, including anticipated results.

### III. Acknowledgments

These acknowledgments **must be completed by ALL INDIVIDUALS** listed on this research license application, including the Primary Applicant. Each individual's completed Acknowledgments pages must be submitted when you submit the research license application to KDA. **Read each of the acknowledgment statements below and check "Yes" or "No" to indicate your understanding and affirmation of each statement.**

- 1) I affirm that I have submitted my fingerprint card and waiver form to KDA and been subject to a state and national criminal history record check no more than 30 days prior to the submission of my license application to KDA. I consent to KDA submitting my fingerprint card to the Kansas Bureau of Investigation (KBI) for completion of the required state and national criminal history record check.

Yes                      No

- 2) I acknowledge that this is a selective process and not every research license application will be approved and not every individual applying to participate in the Industrial Hemp Research Program will receive a research license.

Yes                      No

- 3) I acknowledge that before handling, conditioning, storing, distributing, transporting, researching, overseeing, studying or analyzing industrial hemp plants, plant parts, grain or seeds for research purposes at any location in Kansas, I must obtain a license issued by KDA. I acknowledge that industrial hemp plants, plant parts, grain or seed can only be handled, conditioned, stored or distributed at locations included on my license issued by KDA. I acknowledge that I cannot allow an individual to participate in my research proposal or have access to research area(s) listed in my license if that individual's license was revoked or if that individual was denied admission to participate in the Industrial Hemp Research Program.

Yes                      No

- 4) I acknowledge that industrial hemp is defined in K.S.A. 2-3901 and if I am issued a license by KDA, I affirm that I will not handle, condition, store, distribute or transport any plants, plant parts, grain or seeds of the genus cannabis that are not industrial hemp. I acknowledge that if I have plants, plant parts, grain or seeds of the genus cannabis that are not considered industrial hemp, I will be required to destroy them at my expense; may be subject to investigation by the Kansas Bureau of Investigation and other law enforcement agencies; and may face disciplinary sanctions, including revocation of any industrial hemp research license I hold and denial of future research license applications.

Yes                      No

- 5) I acknowledge that if I am issued a license by KDA, I am accepting all of the inherent risk associated with participation in a research-based program focusing on industrial hemp. I acknowledge that both personal and financial loss may be possible and understand and affirm that KDA is not responsible for reimbursing or compensating me for any loss resulting from my participation in the Industrial Hemp Research Program.

Yes                      No

- 6) I acknowledge that if I am issued an industrial hemp research license by KDA, any violation of the terms and conditions specified in my license may result in the revocation of any industrial hemp research license that I hold and may also result in denial of any future industrial hemp research license applications.

Yes                      No

- 7) I acknowledge that an industrial hemp research license issued by KDA cannot be sold or transferred except in the case of the death of the Primary Licensee.

Yes                      No

- 8) I acknowledge that if I am issued an industrial hemp research license by KDA, I must have my license in my possession at all times when I am conducting any activity authorized by my license.

Yes                      No

- 9) I acknowledge that if I am issued an industrial hemp research license by KDA, my license will expire on an annual basis. I understand that if I wish to participate in the Industrial Hemp Research Program in subsequent years, I must reapply on an annual basis. I understand that issuance of an industrial hemp research license in one year does not guarantee issuance of a license in subsequent years. I acknowledge that completion of a research license application, including a research proposal, fingerprint-based state and national criminal history record check and payment of applicable fees will be required on an annual basis.

Yes                      No

- 10) I acknowledge that information created or submitted pursuant to the Industrial Hemp Research Program is subject to the Kansas Open Records Act and that information contained in this research license application, including the research proposal and any attachments, records or reports submitted to KDA, may be subject to public disclosure. I understand that KDA will provide information to law enforcement, fire and rescue agencies, and the public and I hereby consent to the same. Additionally, I understand that KDA will provide specific information relating to my participation in the Industrial Hemp Research Program to appropriate law enforcement agencies upon request and I hereby consent to the same.

Yes                      No

- 11) I acknowledge that, if issued an industrial hemp research license, I am consenting to representatives of KDA performing any number of inspections and collecting samples of any industrial hemp plants, plant parts, grain or seeds at any time. I affirm that I am authorizing KDA to have access to all land, buildings, facilities, motor vehicles and other structures identified in my industrial hemp research license. I consent to such access being granted without interference or obstruction, whether I am present or not, with or without cause and with or without advance notice.

Yes                      No

**12)** I acknowledge that I have read, understand and will abide by all of the requirements established in K.A.R. 4-34-5 relating to industrial hemp research licenses issued by KDA. I understand that said requirements include but are not limited to: complying with all instructions from representatives of KDA and law enforcement agencies; retaining records and providing them as requested; approved usage of varieties of industrial hemp; notifying KDA of interactions with law enforcement; notifying KDA and law enforcement regarding theft of any industrial hemp plants, plant parts, grain or seeds; application of pesticides to industrial hemp; obligations relating to educational activities; land-use restrictions including the requirement that all locations must be licensed; and prohibitions relating to activities involving industrial hemp that are unrelated to the approved research proposal, license or educational activities.

Yes                      No

**13)** I acknowledge that I have read, understand and will abide by the requirements for holders of a research distributor license as set forth in K.A.R. 4-34-7.

Yes                      No

**14)** I acknowledge that I have read and understand the schedule of fees contained in K.A.R. 4-34-12, and I understand that all fees set out therein will be due in full at the times established in the regulations.

Yes                      No

**15)** I acknowledge that I have read, understand and will abide by the requirements for modification of an industrial hemp research license as set forth in K.A.R. 4-34-13, including the applicable requirements in the case of the death of a Primary Licensee.

Yes                      No

**16)** I acknowledge that I have read, understand and will abide by the land-use restrictions as set forth in K.A.R. 4-34-14, including the prohibitions relating to plants, plant parts, grain or seeds of the genus cannabis that are not industrial hemp; prohibitions relating to locations not included in a license; requirements relating to varieties of industrial hemp; and required signage.

Yes                      No

**17)** I acknowledge that I have read, understand and will abide by the requirements regarding the movement, sale or transfer of industrial hemp, both within Kansas and across state lines, as set forth in K.A.R. 4-34-15. I acknowledge that it is my responsibility to know, understand and abide by any and all federal, state or local laws or regulations that may affect my activities related to industrial hemp.

Yes                      No

**18)** I acknowledge that I have read, understand and will abide by the requirements relating to post-harvest inspection, sample collection, testing and post-testing actions by KDA as set forth in K.A.R. 4-34-19.

Yes                      No

**19)** I acknowledge that I have read, understand and will abide by the requirements relating to reporting as set forth in K.A.R. 4-34-20.

Yes                      No

**20)** I acknowledge that I have read and understand the list of prohibited actions and the disciplinary sanctions that may result from violations of the Alternative Crop Research Act and the regulations governing the Industrial Hemp Research Program as set forth in K.A.R. 4-34-21, and I affirm I will abide by all requirements of the Alternative Crop Research Act and regulations governing the Industrial Hemp Research Program.

Yes                      No

**21)** I acknowledge that the above is not an exhaustive list containing all the requirements and responsibilities that I am subject to if I am selected for participation in the Industrial Hemp Research Program and issued an industrial hemp research license by KDA. I certify that I have read and understand the regulations implementing the Industrial Hemp Research Program, K.A.R. 4-34-1 through K.A.R. 4-34-21, and that it is my responsibility to be aware of the regulations and to abide by them as promulgated. I understand that my acceptance into and continuing involvement in the Industrial Hemp Research Program will be contingent upon abiding, at all times, by all requirements set forth in such regulations.

Yes                      No

**I hereby verify and affirm that my answers contained above are true and accurate. I understand that if KDA later determines any of this information to be false, misleading or incorrect, KDA may deny my application, or if I am issued a license, KDA may revoke any license and any future research license applications that I submit may be denied.**

---

**Signature of Applicant**

---

**Date**

---

**Printed name**

---

**Title, if applicable**



## **ADDITIONAL ACKNOWLEDGMENTS**

**to be completed by Primary Applicant only**

These acknowledgments **must be completed by the Primary Applicant only. Read each of the acknowledgment statements below and check “Yes” or “No” to indicate your understanding and affirmation of each statement.**

- 1) I acknowledge that my research license application, including my research proposal, all required attachments and applicable fees must be submitted to KDA and postmarked no later than June 1, 2019. I understand that email submissions will not be accepted, and incomplete or illegible research license applications will also not be accepted and applicable fees shall not be refunded.  
Yes                      No
  
- 2) I affirm that I completed a Pre-Application Research Proposal and hereby certify that I desire the same be submitted as my research proposal for purposes of this research license application.  
Yes                      No
  
- 3) I affirm that the individual designated as the Primary Licensee in this research license application is at least 18 years of age, is a resident of Kansas and resides at the residential address provided in Section I.  
Yes                      No

## IV. Attachments

Check below all attachments you are submitting with this research license application. In addition to those listed, attachments may include extended answers to any question in the research license application, research proposal or other required documents. If an attachment provides supplementary information to a question in this research license application or research proposal, you must 1) identify the question number on the document; and 2) start each new question attachment on a new page.

REQUIRED: Application Fee: Check or money order for \$200 made payable to Kansas Department of Agriculture.

REQUIRED: Criminal History Record Check Fee: Check or money order in the amount of \$47 for each individual listed on this research license application, made payable to the Kansas Department of Agriculture, for completion of the fingerprint-based state and national criminal history record check.

REQUIRED: Attachments for Criminal History Record Check: Waiver form and original fingerprint card for submission to the Kansas Bureau of Investigation (KBI).

REQUIRED: Copy of the driver's license for each individual who will transport any industrial hemp plants, plant parts, grain or seeds.

REQUIRED: Acknowledgments pages for each individual listed on this research license application.

REQUIRED: Maps for each proposed licensed research section that include the following information: your name and the legal description, Location ID and global positioning system (GPS) coordinates for each proposed licensed research section.

Other Attachment (describe): \_\_\_\_\_.

Other Attachment (describe): \_\_\_\_\_.

**I hereby verify and affirm that my answers contained above are true and accurate. I understand that if KDA later determines any of this information to be false, misleading or incorrect, KDA may deny the license of any person listed on this research license application or, once issued, KDA may revoke the license of any person listed on this research license application. Furthermore, any future research license applications that I submit may be denied.**

\_\_\_\_\_  
Signature of Primary Applicant

\_\_\_\_\_  
Date

\_\_\_\_\_  
Printed name

\_\_\_\_\_  
Title, if applicable

**Deadline: Research License Applications must be postmarked no later than June 1, 2019.**  
Mail your completed research license application, including all attachments and applicable fees, to:

**Kansas Department of Agriculture  
Industrial Hemp Research Program  
1320 Research Park Drive  
Manhattan, KS 66502**