



OKLAHOMA MEDICAL  
MARIJUANA AUTHORITY

# LICENSE GUIDE

FOR RESEARCH  
& EDUCATION  
FACILITIES

Published October 2019

# INTRODUCTION

---

This guide is intended to provide an overview of the application requirements. OMMA may require additional documentation or information not listed here upon review of the application.

Per 63 O.S. §427.19 et seq and 63 O.S. §427.20 et seq, research facility and education facility applicants may only be issued for specific education or research purposes and all applicants must identify the research or educational purposes. Approved research and educational purposes are listed below.

## Research Facilities

A medical marijuana Research Facility license can be issued for one or more of the following purposes:

1. To test chemical potency and composition levels
2. To conduct genomic, horticultural, or agricultural research
3. To conduct research on marijuana-affiliated products or systems
4. To conduct clinical investigations of marijuana-derived medicinal purposes\*\*
5. To conduct research on the efficacy and safety of administering marijuana as part of a medical treatment\*\*

**\*\*Note:** *Biomedical and clinical research subject to federal regulations and institutional oversight are NOT subject to OMMA licensure or regulations. If you indicate this type of research in your application, you must supply documentation showing the research project is not biomedical or clinical research subject to such oversight and regulations. Failure to provide such documentation will result in rejection or denial of the application.*

## Education Facility

A medical marijuana Education Facility license can be issued for one or more of the following purposes:

1. To test cultivation techniques, strategies, infrastructure, mediums, lighting, and other related technology
2. To demonstrate cultivation techniques, strategies, infrastructure, mediums, lighting, and other related technology
3. To demonstrate the application and use of product manufacturing technologies
4. To conduct genomic, horticultural, or agricultural research
5. To conduct research on marijuana-affiliated products or systems





**OKLAHOMA MEDICAL MARIJUANA AUTHORITY**  
LICENSE GUIDE FOR RESEARCH & EDUCATION FACILITIES

# TABLE OF CONTENTS

**GENERAL REQUIREMENTS**

Requirements for all applicants ..... 4

**RESEARCH FACILITY APPLICANTS**

Requirements for all applicants ..... 5

**EDUCATION FACILITY APPLICANTS**

Requirements for all applicants ..... 6

**FAQs**

Frequently Asked Questions & Answers ..... 7

# GENERAL REQUIREMENTS FOR APPLICANTS

---

Supporting documentation requirements vary by license category as well as whether or not the project is being conducted with a public institution or public money. Below is an explanation of the required documentation.

## **All applicants must submit:**

1. A Certificate of Compliance Form;
2. A project description – A full description of the research project is required for research facility applicants; either a research project description or curriculum is required for education facility applicants;
3. A Disclosure of Funding Source – All applicants must disclose if the research and/or curriculum will be conducted with a public institution or public money; and
4. Background checks and proof of identity – Background checks and proof of identity are required for either:
  - Owners – for privately owned/non-public research facility applicants
  - Principal officers (e.g., executive director, board members) – for education facility applicants who must be non-profit entities
  - Principal and co-principal investigators – for research facility applicants who are public institutions/entities

# RESEARCH FACILITY APPLICANTS

---

## Research projects involving public institutions or public money:

Additional supporting documentation requirements for research projects involving public institutions or public money:

1. A full description of the research project to include:
  - Abstract
  - Study Problem
  - Rationale, including identification of the need, gaps, benefits, advance best practices, public policy or safety
  - Literature review, including a bibliography of all referenced materials
  - Study objectives
  - Research method
  - Ethical considerations
2. An overview of the amount of marijuana to be purchased, grown, or cultivated and a thorough explanation for the amount to be purchased or grown.
3. Documentation of applicant's ability to successfully implement the research to include:
  - Curriculum vitae or resumes for all principal investigators (PI) and co-PIs
  - Organizational chart
  - Description of the funding source(s) and how the public funds will be used
4. Contracts and agreements with participating researchers/public institutions

## Research projects NOT involving public institutions or public money:

1. Residency – Research facility applicants that are privately owned need to show proof of residency to establish that 75% of the owners are Oklahoma residents.
2. If applicable, a Certificate of Good Standing from the Oklahoma Secretary of State
3. A full description of the research project to include:
  - Defined protocol
  - Clearly articulated goals
  - Defined methods and outputs
  - Defined start and end date

# EDUCATION FACILITY APPLICANTS

---

## Research projects and/or curriculum involving public institutions or public money:

1. Documentation of non-profit registration with the Oklahoma Secretary of State
2. A full description of the project to include:
  - Abstract
  - Study Problem
  - Rationale, including identification of the need, gaps, benefits, advance best practices, public policy or safety
  - Literature review, including a bibliography of all referenced materials
  - Study objectives
  - Research method
  - Ethical considerations
3. An overview of the amount of marijuana to be purchased, grown, or cultivated and a thorough explanation for the amount to be purchased or grown.
4. Documentation of applicant's ability to successfully implement the research to include:
  - Curriculum vitae or resumes for all principal investigators (PI) and co-PIs
  - Organizational chart
  - Description of the funding source(s) and how the public funds will be used
5. If a research facility is utilizing curriculum the applicant must submit the curriculum and/or a description of the curricula that will be utilized.
6. Contracts and agreements with participating researchers/public institutions

## Research projects and/or curriculum NOT involving public institutions or public money:

1. Documentation of non-profit registration with the Oklahoma Secretary of State
2. If applicable, a full description of the research project to include:
  - Defined protocol
  - Clearly articulated goals
  - Defined methods and outputs
  - Defined start and end date
3. If a research facility is utilizing curriculum the applicant must submit the curriculum and/or a description of the curricula that will be utilized.

# FAQs

---

## What is a medical marijuana research facility license?

A research facility license authorizes the licensee to grow, cultivate, possess, and transfer to other licensed research facilities and licensed testing laboratories, by sale or donation, marijuana for the limited research purposes approved in the application, pursuant to 63 O.S. § 427.19 et seq. The research must meet the requirements as outlined in statute.

## What is a medical marijuana education facility license?

An education facility license authorizes the licensee to provide training and education to individuals involving the cultivation, growing, harvesting, curing, preparing, packaging or testing of medical marijuana, or the production, manufacture, extraction, processing, packaging or creation of medical-marijuana-infused products or medical marijuana products for the limited education and research purposes approved in the application, pursuant to 63 O.S. § 427.20 et seq. The curriculum or research must meet the requirements as outlined in statute. Education facility licensees are authorized to transfer, by sale or donation, medical marijuana grown within its operation to licensed research licensees, and to transfer to licensed testing laboratories.

## Do I need to submit a separate license application if the research being conducted is being held within two locations?

Yes, if the research project requires marijuana to be located in two locations the applicant must submit two separate applications.

## Are background checks required?

Yes, background checks are required for certain individuals. These requirements vary by license type and if the applicant will be utilizing a public institution or public funds. Please see the information on pages 4-6 to determine which individuals need a background check for the application you are submitting. Please review the instructions for [Background Check Requirements Guide](#) prior to submitting an application. The applicant is responsible for all costs associated with the background checks.

## How long does the license last?

Licenses are valid for one year from the date issued, unless the license is revoked by OMMA.

## How much does the application cost?

The application fee is \$500. Application fees will be paid by Visa, MasterCard, or Discover credit or debit card. An additional credit card processing fee will be added to the transaction. These application and processing fees are non-refundable. The payment will not be refunded for applications not approved.

## What happens after I apply?

The OMMA will review the proposed project to determine if the project meets the requirements as outlined in 63 O.S. §427.19 et seq. This process may take up to 90 business days after a complete and correct application is submitted. If the application is deemed complete and meets all requirements an approval letter with the license will be mailed to the mailing address listed on the application. If the application is incomplete do to unclear or missing information, you will receive email correspondence stating the reason(s) it is incomplete. You will be able to make corrections upon receiving and rejection and resubmit the application free of charge.

## What type of research can be conducted?

Please the Introduction section of this Guidance Document.

## Is monthly reporting required for research facility and education facility licensees?

Only research facility licensees are required to submit monthly reports. Check back on our website at [omma.ok.gov](http://omma.ok.gov) for instructions.

## Can human subject or clinical trials be conducted?

Biomedical and clinical research subject to federal regulations and institutional oversight are NOT subject to OMMA licensure or regulations.

## Are research facility and education facility licensees required to use electronic inventory tracking?

Yes both license categories are required to utilize electronic inventory tracking. For specific requirements, please review our rules at <http://omma.ok.gov/rules-regulations>. Requirements are listed in OAC 310:681-4-5(d).