



ALCOHOLIC BEVERAGE AND CANNABIS ADMINISTRATION PROPOSED FY 2025 PERFORMANCE PLAN

APRIL 3, 2024

CONTENTS

- Contents** **2**
- 1 Alcoholic Beverage and Cannabis Administration** **3**
- 2 Proposed 2025 Objectives** **4**
- 3 Proposed 2025 Operations** **5**
- 4 Proposed 2025 Key Performance Indicators and Workload Measures** **6**

1 ALCOHOLIC BEVERAGE AND CANNABIS ADMINISTRATION

Mission: The mission of the Alcoholic Beverage and Cannabis Administration (ABCA) is to support the public's health, safety, and welfare through the control and regulation of the sale and distribution of alcoholic beverages and medical cannabis.

Services: ABCA conducts licensing, training, adjudication, community outreach, and enforcement efforts to serve licensees, law enforcement agencies, Advisory Neighborhood Commissions (ANCs), civic associations, and the general community so that they understand and adhere to all District laws, regulations, and ABCA policies and procedures. ABCA also registers qualifying patients who have the right to obtain and use cannabis for medical purposes.

2 PROPOSED 2025 OBJECTIVES

Strategic Objective

Educate licensees on the District's alcoholic beverage laws and regulations.

Ensure that licensed establishments are in compliance with the ABC laws and regulations. Ensure that medical cannabis facilities (dispensaries and cultivation centers) are in compliance with DC law and regulations.

Engage in community outreach regarding the licensing process.

Create and maintain a highly efficient, transparent, and responsive District government.

3 PROPOSED 2025 OPERATIONS

Operation Title	Operation Description	Type of Operation
Educate licensees on the District’s alcoholic beverage laws and regulations.		
Daily Issuance of Licenses and Permits	This is a key driver in all of ABCA’s operations. The number of licenses and permits issued daily is in direct correlation to the amount of revenue the agency generates on a monthly basis.	Daily Service
Renewal of Licenses and Permits	This is a key driver in all of ABCA’s operations. The number of licenses and permits renewed directly affects the amount of revenue the agency generates on a monthly basis.	Daily Service
Ensure that licensed establishments are in compliance with the ABC laws and regulations. Ensure that medical cannabis facilities (dispensaries and cultivation centers) are in compliance with DC law and regulations.		
Conduct a minimum of two regulatory inspections or investigations at each licensed establishment.	Conducting thorough regulatory inspections for all licensed establishments.	Daily Service
Engage in community outreach regarding the licensing process.		
Community Outreach and Notifications	Ensuring the general public are well informed of the schedule of extension of hours for the calendar year and its exceptions.	Key Project

4 PROPOSED 2025 KEY PERFORMANCE INDICATORS AND WORKLOAD MEASURES

Key Performance Indicators

Measure	Directionality	FY 2022	FY 2023	FY 2024 Target	FY 2025 Target
Educate licensees on the District's alcoholic beverage laws and regulations.					
Number of licensees and members of the public that received training from the Agency	Up is Better	245	490	100	100
Ensure that licensed establishments are in compliance with the ABC laws and regulations. Ensure that medical cannabis facilities (dispensaries and cultivation centers) are in compliance with DC law and regulations.					
Amount of revenue generated by licenses and permits	Up is Better	\$7,548,748.00	\$4,952,221.00	\$3,700,000.00	\$3,700,000.00
Amount of revenue generated by fines	Up is Better	\$247,850.00	\$204,800.00	\$25,000.00	\$25,000.00
Number of inspections, investigations, and monitoring activities	Up is Better	15,335	12,417	11,000	11,000
Number of establishments inspected to ensure compliance with underage drinking laws	Up is Better	422	441	400	400
Total number of citations issued	Up is Better	376	634	250	250
Percent of one-day and substantial change permits issued within 15 days or less	Up is Better	100%	97.2%	90%	90%
Percent of medical cannabis facilities (dispensaries and cultivation centers) receiving at least one quarterly inspection	Up is Better	100%	98%	92.9%	92.9%
Engage in community outreach regarding the licensing process.					
Number of community meetings attended to educate the community regarding the licensing process	Up is Better	113	101	20	20
Create and maintain a highly efficient, transparent, and responsive District government.					
Percent of new hires that are District residents	Up is Better	New in 2023	80%	No Target Set	No Target Set
Percent of employees that are District residents	Up is Better	New in 2023	66.1%	No Target Set	No Target Set
Percent of required contractor evaluations submitted to the Office of Contracting and Procurement on time.	Up is Better	New in 2023	0%	No Target Set	No Target Set
Percent of agency staff who were employed as Management Supervisory Service (MSS) employees prior to 4/1 of the fiscal year that had completed an Advancing Racial Equity (AE204) training facilitated by ORE within the past two years.	Up is Better	New in 2023	Not Available	No Target Set	No Target Set

Key Performance Indicators (*continued*)

Measure	Directionality	FY 2022	FY 2023	FY 2024 Target	FY 2025 Target
Percent of new hires that are current District residents and received a high school diploma from a DCPS or a District Public Charter School, or received an equivalent credential from the District of Columbia	Up is Better	New in 2023	44.4%	No Target Set	No Target Set

Workload Measures

Measure	FY 2022	FY 2023
Daily Issuance of Licenses and Permits		
Number of one-day and substantial change permits issued within 15 days or less	121	314
Renewal of Licenses and Permits		
Number of ABC licenses and permits renewed	1,786	1,081