

Alcoholic Beverage Regulation Administration FY2021

Agency Alcoholic Beverage Regulation Administration

Agency Code LQ0

Fiscal Year 2021

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

Strategic Objectives

Objective Number	Strategic Objective
1	Educate licensees on the District's alcoholic beverage laws and regulations.
2	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.
3	Engage in community outreach regarding the licensing process.

Key Performance Indicators

Measure	Directionality	FY 2018 Actual	FY 2019 Actual	FY 2020 Actual	FY 2021 Target
1 - Educate licensees on the District's alcoholic beverage laws and regulations. (1 Measure)					
Number of licensees and members of the public that received training from the Agency	Up is Better	233	328	245	100
2 - 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. (7 Measures)					
Amount of revenue generated by licenses and permits	Up is Better	\$5,695,917	\$8,427,699	\$4,997,471	\$3,700,000
Amount of revenue generated by fines	Up is Better	\$481,100	\$545,200	\$351,500	\$25,000
Number of inspections, investigations, and monitoring activities	Up is Better	10,852	14,951	17,231	11,000
Number of establishments inspected to ensure compliance with underage drinking laws	Up is Better	1027	1198	926	400
Total number of citations issued	Up is Better	645	672	714	250
Percent of one-day and substantial change permits issued within 15 days or less	Up is Better	100%	99.8%	94%	90%
Percent of medical cannabis facilities (dispensaries and cultivation centers) receiving at least one quarterly inspection	Up is Better	New in 2021	New in 2021	New in 2021	New in 2021
3 - Engage in community outreach regarding the licensing process. (1 Measure)					
Number of community meetings attended to educate the community regarding the licensing process	Up is Better	88	72	58	20

Operations

Operations Header	Operations Title	Operations Description	Type of Operations
1 - Educate licensees on the District's alcoholic beverage laws and regulations. (2 Activities)			
LICENSING	Daily Issuance of Licenses and Permits	This is a key driver in all of ABRA'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
LICENSING	Renewal of Licenses and Permits	This is a key driver in all of ABRA's operations. The number of licenses and permits renewed directly affects the amount of revenue the agency generates on a monthly basis.	Daily Service
2 - 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. (1 Activity)			
INVESTIGATIONS	Conduct a minimum of two regulatory inspections or investigations at each licensed establishment.	Conducting thorough regulatory inspections for all licensed establishments.	Daily Service
3 - Engage in community outreach regarding the licensing process. (1 Activity)			
COMMUNICATIONS	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

Workload Measures

Measure	FY 2018 Actual	FY 2019 Actual	FY 2020 Actual
1 - Daily Issuance of Licenses and Permits (1 Measure)			
Number of one-day and substantial change permits issued within 15 days or less	826	657	47
1 - Renewal of Licenses and Permits (1 Measure)			
Number of ABC licenses and permits renewed	3451	3600	1361

Strategic Initiatives

Strategic Initiative Title	Strategic Initiative Description	Proposed Completion Date
Community Outreach and Notifications (1 Strategic Initiative)		
Engage in proactive community outreach regarding the Calendar Year 2020 Holiday Extension of Hours Licensing Process.	ABRA will engage in community outreach and provide timely information to active on-premises licensees and the public regarding changes made to the Holiday Extension of Hours Program for Calendar Year 2020 as a result of the Fiscal Year 2020 Budget Support Act of 2018. Specifically, the agency shall provide written notice to on-premises licensees regarding the Holiday Extension of Hours licensing process for Calendar Year 2020. Notice of the Holiday Extension of Hours licensing process for Calendar Year 2020 shall be provided to the public by posting information regarding the process on the ABRA website.	12-31-2020
Conduct a minimum of two regulatory inspections or investigations at each licensed establishment. (2 Strategic initiatives)		
Conduct a minimum of two regulatory inspections at each licensed establishments	ABRA Investigators will conduct a minimum of two regulatory inspections at each licensed establishment to verify compliance with the District's laws and regulations. ABRA will be conducting a minimum of 11,000 regulatory inspections, monitoring or investigations at licensed establishments located in the District.	09-30-2021
Conduct Books and Records Compliance Course	ABRA will be conducting a minimum of two training courses for licensed restaurants and hotels regarding maintaining compliance with the District's financial books and records and quarterly statement regulatory requirements. The course curriculum will cover the following: (1) the requirement for licensees to maintain books and records for a three-year period; (2) the requirement for restaurants and hotels to file quarterly statements with ABRA; and (3) the minimum food sales requirements for restaurants and hotels.	09-30-2021
Daily Issuance of Licenses and Permits (1 Strategic Initiative)		
Conduct New Licensee Orientation Classes	ABRA will be conducting a minimum of four new licensee orientation classes held virtually that shall be available to licensees and the public at no charge. The class curriculum shall include the following: (1) a review of relevant provisions contained in both Title 25 of the D.C. Code and Title 23 of the DCMR; (2) noise abatement and sound management; and (3) how to work proactively with Advisory Neighborhood Commissions, neighborhood and business groups and residents.	09-30-2021