Alcoholic Beverage and Cannabis Administration FY2023

Agency Alcoholic Beverage and Cannabis Administration **Agency Acronym** ABCA **Agency Code** LQ0 Agency Glossary

To edit agency and POC information press your agency name (underlined and in blue above).

Agency Performance POCs Camille (ABRA) Robinson; Kim Gordon **Agency Budget POCs** Camille (ABRA) Robinson; Kim Gordon **Fiscal Year** 2023

Select Measures to highlight in PAR

FY2023 Agency Accomplishments

Please add up to 3 agency accomplishments to be shared out in your Agency's Performance Accountability Report. Add Accomplishment

What is the accomplishment that your agency wants to highlight?	How did this accomplishment impact residents of DC?	How did this accomplishment impact your agency?
ABRA completed 441 sale to minor compliance checks at licensed establishments in FY 2023. This exceeded the agency's goal to conduct 400 sale to minor compliance checks in FY 2023.	This accomplishment benefits District residents by taking enforcement action to reduce the sale of alcoholic beverages to minors under 21 years of age.	This accomplishment benefits ABRA by working jointly with minors under 21 years of age to identify licensed establishments that sell alcoholic beverages to minors.
ABRA conducted 12,417 regulatory inspections and investigations in FY 2023. This exceeded the agency's goal to conduct 11,000 regulatory inspections and investigations in FY 2023.	This accomplishment benefits District residents by investigating licensed establishments to ensure that they are in compliance with the District's alcohol laws and regulations.	This accomplishment benefits ABRA by ensuring that licensed establishments operate under the terms of their liquor license.
ABRA issued 634 citations to licensed establishments in FY 2023. This exceeded the agency's goal to issue 250 citations in FY 2023.	This accomplishment benefits District residents by ensuring that licensed establishments are in compliance with the District's alcohol laws and regulations.	This accomplishment benefits ABRA by ensuring that licensed establishments operate under the terms of their liquor license.

2023 Objectives

Objective Number	Strategic Objective	# of Measures	# of Operations	Add Key Performance Indicator
1	Educate licensees on the District's alcoholic beverage laws and regulations.	1	2	Add Key Performance Indicator
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	1	Add Key Performance Indicator
3	Engage in community outreach regarding the licensing process.	1	1	Add Key Performance Indicator
4	Create and maintain a highly efficient, transparent, and responsive District government.	5	0	Add Key Performance Indicator
TOT		**14**	**4**	

2023 Key Performance Indicators

Measure	Highlight in PAR	Directionality	Frequency of Reporting	FY2019 Actual	FY2020 Actual	FY2021 Actual Report	FY2022 Actual Report	FY 2023 Target Report	FY 2023 Quarter 1	FY 2023 Quarter 2	FY 2023 Quarter 3	FY 2023 Quarter 4	FY 2023 Report	W 2(KI M
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	Quarterly	328	245	584	245	100	13	141	267	69	490	Met
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 regulatio records)														
Amount of revenue generated by licenses and permits	☐	Up is Better	Quarterly	$8,427,699	$4,997,471	$6,199,863.00	$7,548,748.00	$3,700,000.00	$640,847.00	$1,644,344.00	$1,683,986.00	$983,044.00	$4,952,221	Met
Amount of revenue generated by fines	☐	Up is Better	Quarterly	$545,200	$351,500	$326,500.00	$247,850.00	$25,000.00	$24,250.00	$25,050.00	$84,750.00	$70,750.00	$204,800	Met
Number of inspections, investigations, and monitoring activities	☐	Up is Better	Quarterly	14,951	17,231	11,874	15,335	11,000	3,083	3,198	3,161	2,975	12,417	Met
Number of establishments inspected to ensure compliance with underage drinking laws	☐	Up is Better	Quarterly	1,198	926	440	422	400	0	0	274	167	441	Met
Total number of citations issued	☐	Up is Better	Quarterly	672	714	878	376	250	36	109	101	388	634	Met
Percent of one-day and substantial change permits issued	☐	Up is Better	Quarterly	99.8%	94%	96.4%	100%	90%	91.7%	100%	100%	96.9%	97.2%	Met

Measure	Highlight in PAR	Directionality	Frequency of Reporting	FY2019 Actual	FY2020 Actual	FY2021 Actual Report	FY2022 Actual Report	FY 2023 Target Report	FY 2023 Quarter 1	FY 2023 Quarter 2	FY 2023 Quarter 3	FY 2023 Quarter 4	FY 2023 Report	W 2(KI M
within 15 days or less														
Percent of medical cannabis facilities (dispensaries and cultivation centers) receiving at least one quarterly inspection		Up is Better	Quarterly	New in 2021	New in 2021	100%	100%	92.9%	100%	92.3%	100%	100%	98%	Met
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	Quarterly	72	58	90	113	20	23	20	30	28	101	Met
4 - Create and maintain a highly efficient, transparent, and responsive District government. (5 Measure records)														
Percent of new hires that are District residents		Neutral	Annually	New in 2023	New in 2023	New in 2023	New in 2023	New in 2023	Annual Measure	Annual Measure	Annual Measure	Annual Measure	80%	New 202
Percent of new hires that are District resident graduates		Neutral	Annually	New in 2023	New in 2023	New in 2023	New in 2023	New in 2023	Annual Measure	Annual Measure	Annual Measure	Annual Measure	44.4%	New 202
Percent of employees that are District residents		Neutral	Annually	New in 2023	New in 2023	New in 2023	New in 2023	New in 2023	Annual Measure	Annual Measure	Annual Measure	Annual Measure	66.1%	New 202
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.		Neutral	Annually	New in 2023	New in 2023	New in 2023	New in 2023	New in 2023	Annual Measure	Annual Measure	Annual Measure	Annual Measure	Needs Data Update	New 202
Percent of required contractor evaluations submitted to the Office of Contracting and Procurement on time.		Neutral	Annually	New in 2023	New in 2023	New in 2023	New in 2023	New in 2023	Annual Measure	Annual Measure	Annual Measure	Annual Measure	0%	New 202

2023 Operations

Operations Header	Operations Title	Operations Description	Type of Operations	Add Workload Measure	Add Strategic Initiative
1 - Educate licensees on the District's alcoholic beverage laws and regulations. (2 Activity records)					
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	Add Workload Measure	Add Strategic Initiative
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	Add Workload Measure	Add Strategic Initiative
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	Add Workload Measure	Add Strategic Initiative
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	Add Workload Measure	Add Strategic Initiative

2023 Workload Measures

Measure	New Measure/ Benchmark Year	Highlight in PAR	Frequency of Reporting	FY2020 Actual	FY2021 Actual	FY2022 Actual	FY 2023 Quarter 1	FY 2023 Quarter 2	FY 2023 Quarter 3	FY 2023 Quarter 4	FY 2023 Report
1 - Daily Issuance of Licenses and Permits (1 Measure)											
Number of one-day and substantial change permits issued within 15 days or less			Quarterly	47	33	121	33	25	70	186	314
1 - Renewal of Licenses and Permits (1 Measure)											
Number of ABC licenses and permits renewed			Quarterly	1,361	1,457	1,786	316	66	442	257	1081

2023 Strategic Initiatives

Strategic Initiative Title	Strategic Initiative Description	Proposed Completion Date	Is this Initiative focused on Wards 7 and/or 8?	Does this initiative support the Resilient DC Strategy?	Is this initiative related to an American Rescue Plan Act (ARPA) enhancement?	Is this initiative focused on enhancing racial equity?	Add Initiative Update
Community Outreach and Notifications (2 Strategic Initiative records)							
Engage in proactive community outreach regarding the Calendar Year 2022 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 2023 as a result of the Fiscal Year 2019, 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 2023. Notice of the Holiday Extension of Hours licensing process for Calendar Year 2023 shall be provided to the public by posting information regarding the process on the ABRA website.	12-31-2022					
Conduct a minimum of two medical cannabis trainings and enhancing racial equity	ABRA will conduct a minimum of two new medical cannabis training sessions that shall be available to the public at no charge. ABRA will hold a training session educating applicants and the public on requirements to qualify for the racial equity preference for license applications and a training session on new medical cannabis laws and regulations.	09-30-2023				✔	
Conduct a minimum of two regulatory inspections or investigations at each licensed establishment. (2 Strategic Initiative records)							
Conduct Training Course on Reopen DC Reporting Requirements	ABRA will conduct a training course on new reporting requirements in the Reopen DC, including, new reporting requirements for (1) third party alcohol delivery licensees, and (2) brew pubs selling and delivering up to 15,500 gallons of beer to other retail licensees for resale.	09-30-2023					
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.	09-30-2023					
Daily Issuance of Licenses and Permits (1 Strategic Initiative)							
Conduct New Licensee Orientation Classes	ABRA will conduct a minimum of four new licensee orientation classes held at ABRA 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.	09-30-2023					

2023 Initiative Updates

Add Current Quarter Initiative Updates

Strategic Initiative Title	Initiative Status Update	% Complete to date	Confidence in completion by end of fiscal year (9/30)?	Status of Impact	Supporting Data	Reporting Quarter
Conduct a minimum of two medical cannabis trainings and enhancing racial equity (3 Initiative Update records)						
Conduct a minimum of two medical cannabis trainings and enhancing racial equity	In the first quarter of FY 2023, ABRA did not hold any medical cannabis training sessions educating applicants and the public on the requirements to qualify for the racial equity preference and license applications and training session on new medical cannabis laws and regulations. ABRA will be conducting a medical cannabis training by the third quarter of FY 2023.	0-24%	High	Incremental		Q1
Conduct a minimum of two medical cannabis trainings and enhancing racial equity	In the second quarter of FY 2023, ABRA did not hold any medical cannabis training sessions educating applicants and the public on the requirements to qualify for the racial equity preference and license applications and training session on new medical cannabis laws and regulations.	0-24%	High	Incremental		Q2
Conduct a minimum of two medical cannabis trainings and enhancing racial equity	In the third quarter of FY 2023, ABRA conducted four medical cannabis training sessions educating applicants and the public on the requirements to qualify for the racial equity preference and license applications and training session on new medical cannabis laws and regulations. The trainings were held on April 24th, April 25th, April 27th, and June 8, 2023.	Complete	High	Incremental		Q3
Conduct a minimum of two regulatory inspections at each licensed establishments (4 Initiative Update records)						
Conduct a minimum of two regulatory inspections at each licensed establishments	ABRA has completed 28% of the goal of this initiative. The goal is 11,000 regulatory inspections, and ABRA has conducted 3,083 regulatory inspections and investigations as of the end of the first quarter of FY 2023.	25-49%	High	Incremental		Q1
Conduct a minimum of two regulatory inspections at each licensed establishments	ABRA has completed 57% of the goal of this initiative. The goal is 11,000 regulatory inspections, and ABRA has conducted 6,281 regulatory inspections and investigations as of the end of the first quarter of FY 2023.	50-74%	High	Incremental		Q2
Conduct a minimum of two regulatory inspections at each licensed establishments	ABRA has completed 86% of the goal of this initiative. The goal is 11,000 regulatory inspections, and ABRA has conducted 9,442 regulatory inspections and investigations as of the end of the third quarter of FY 2023.	75-99%	High	Incremental		Q3
Conduct a minimum of two regulatory inspections at each licensed establishments	ABRA has completed 112.8% of the goal of this initiative. The goal is 11,000 regulatory inspections, and ABRA has conducted 12,417 regulatory inspections and investigations as of the end of the fourth quarter of FY 2023.	Complete		Incremental		Q4
Conduct New Licensee Orientation Classes (4 Initiative Update records)						
Conduct New Licensee Orientation Classes	ABRA is on target to meet this goal. The agency has conducted one new licensee orientation (ABC 101) classes as of the end of the first quarter of FY 2023. The training	25-49%	High	Incremental		Q1

Strategic Initiative Title	Initiative Status Update	% Complete to date	Confidence in completion by end of fiscal year (9/30)?	Status of Impact	Supporting Data	Reporting Quarter
	course was held on October 25, 2022.					
Conduct New Licensee Orientation Classes	ABRA is on target to meet this goal. The agency has conducted one new licensee orientation (ABC 101) class to date. Their was no training course held in the second quarter of FY 2023. The training course was held on October 25, 2022.	25-49%	High	Incremental		Q2
Conduct New Licensee Orientation Classes	ABRA is on target to meet this goal. The agency has conducted three new licensee orientation (ABC 101) classes as of the end of the third quarter of FY 2023. The training courses were held on October 25, 2022, April 11, 2023, and June 6, 2023.	75-99%	High	Incremental		Q3
Conduct New Licensee Orientation Classes	ABRA has met this goal. The agency has conducted four new licensee orientation (ABC 101) classes as of the end of the fourth quarter of FY 2023. The training courses were held on October 25, 2022, April 11, 2023, June 6, 2023, and August 15, 2023.	Complete		Incremental		Q4
Conduct Training Course on Reopen DC Reporting Requirements (4 Initiative Update records)						
Conduct Training Course on Reopen DC Reporting Requirements	The agency has not conducted a training course on the new Reopen DC reporting requirements as of the end of the first quarter of FY 2023. ABRA will be conducting this training session in the third quarter of FY 2023.	0-24%	High	Incremental		Q1
Conduct Training Course on Reopen DC Reporting Requirements	The agency has not conducted a training course on the new Reopen DC reporting requirements as of the end of the second quarter of FY 2023. ABRA will be conducting this training session in the third quarter of FY 2023.	0-24%	High	Incremental		Q2
Conduct Training Course on Reopen DC Reporting Requirements	The agency has not conducted a training course on the new Reopen DC reporting requirements as of the end of the third quarter of FY 2023. ABRA will be conducting this training session in the fourth quarter of FY 2023.	0-24%	High	Incremental		Q3
Conduct Training Course on Reopen DC Reporting Requirements	ABRA has met this goal. The agency has conducted a training course on the new Reopen DC reporting requirements as of the end of the fourth quarter of FY2023. The training course was held on September 6, 2023.	Complete		Incremental		Q4
Engage in proactive community outreach regarding the Calendar Year 2022 Holiday Extension of Hours Licensing Process. (3 Initiative Update records)						
Engage in proactive community outreach regarding the Calendar Year 2022 Holiday Extension of Hours Licensing Process.	This goal was met as information was sent out to licensees and the public regarding the Holiday Extension of Hours Program for FY 2022. ABRA also posted information on its website regarding the program for Calendar Year 2022.	Complete	High	Incremental		Q1
Engage in proactive community outreach regarding the Calendar Year 2022 Holiday Extension of Hours Licensing Process.	This goal was met as information was sent out to licensees and the public regarding the Holiday Extension of Hours Program for FY 2023. ABRA also posted information on its website regarding the program for Calendar Year 2022.	Complete	High	Incremental		Q2
Engage in proactive community outreach regarding the Calendar Year 2022 Holiday Extension of Hours Licensing Process.	This goal was met as information was sent out to licensees and the public regarding the Holiday Extension of Hours Program for FY 2022. ABRA also posted information on its website regarding the program for Calendar Year 2022.	Complete	High	Incremental		Q3

2022 Unfinished Initiatives

Title	Description	% Complete from Prior FY	Status Update	Explanation	Anticipated Completion Date	Add Initiative Update
No Strategic Initiative records found						

2022 Unfinished Initiative Updates

Strategic Initiative Title	Anticipated completion date	New Initiative Created for FY21	No Longer an Initiative	Initiative Status Update	% Complete to date	Confidence in completion by anticipated completion date?	Status of Impact	Explanation of Impact (Limited to 550 Characters)	Supporting Data	Reporting Quarter
No Initiative Update records found										

2023 ARP Key Performance Indicators

Measure	New Measure/ Benchmark Year	Highlight in PAR	ARPA: Required by Treasury	Directionality	ARPA Expenditure Code	ARPA Initiative	ARPA Sub-Initiative	ARPA Project Name	FY2019 Actual	FY 2020 Target	FY2020 Actual	FY2021 Target	FY2021 Actual	FY2022 Target	FY2022 Actual
No Measure records found															

2023 ARP Workload Measures

Measure	Highlight in PAR	ARPA Project Name	New Measure/ Benchmark Year	ARPA: Required by Treasury	ARPA Expenditure Code	ARPA Initiative	ARPA Sub-Initiative	FY2020 Actual	FY2021 Actual	FY2022 Actual	FY 2023 Quarter 1	FY 2023 Quarter 2	FY 2023 Quarter 3	FY 2023 Quarter 4	FY 2023 Report
No Measure records found															

Update Notes

Add Note

Section	Note for Publication	Publish in
No Note records found		

Administrative Information

Record ID# 923

Performance Plan ID 923

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