



ALCOHOLIC BEVERAGE AND CANNABIS ADMINISTRATION

FY 2024 PERFORMANCE PLAN

DECEMBER 4, 2023

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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 2024 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 2024 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 2024 STRATEGIC INITIATIVES

Title	Description	Proposed Completion Date
Conduct New Licensee Orientation Classes	ABCA will conduct a minimum of four new licensee orientation classes held at ABCA 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.	9/30/2024
Conduct a minimum of two regulatory inspections at each alcohol licensed establishment	ABCA Investigators will conduct a minimum of two regulatory inspections at each operating licensed alcohol establishment to verify compliance with the District's laws and regulations. ABCA will be conducting a minimum of 11,000 regulatory inspections, monitoring or investigations at licensed alcohol establishments located in the District.	9/30/2024
Conduct quarterly regulatory inspections at each medical cannabis licensed establishment	ABCA Investigators will conduct quarterly regulatory inspections at each operating licensed medical cannabis establishment to verify compliance with the District's laws and regulations. ABCA will be conducting a minimum of 60 regulatory inspections, monitoring or investigations at licensed medical cannabis establishments located in the District.	9/30/2024
Engage in proactive community outreach regarding the Calendar Year 2024 Holiday Extension of Hours Licensing Process.	ABCA 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 2024. Specifically, the agency shall provide written notice to on-premises licensees regarding the Holiday Extension of Hours licensing process for Calendar Year 2024. Notice of the Holiday Extension of Hours licensing process for Calendar Year 2024 shall be provided to the public by posting information regarding the process on the ABCA website.	12/31/2023
Conduct a minimum of two medical cannabis trainings and enhancing racial equity	ABCA will conduct a minimum of two new medical cannabis training sessions that shall be available to the public at no charge. ABCA 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.	9/30/2024

5 2024 KEY PERFORMANCE INDICATORS AND WORKLOAD MEASURES

Key Performance Indicators

Measure	Directionality	FY 2021	FY 2022	FY 2023	FY 2024 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	584	245	490	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	\$6,199,863.00	\$7,548,748.00	\$4,952,221.00	\$3,700,000.00
Amount of revenue generated by fines	Up is Better	\$326,500.00	\$247,850.00	\$204,800.00	\$25,000.00
Number of inspections, investigations, and monitoring activities	Up is Better	11,874	15,335	12,417	11,000
Number of establishments inspected to ensure compliance with underage drinking laws	Up is Better	440	422	441	400
Total number of citations issued	Up is Better	878	376	634	250
Percent of one-day and substantial change permits issued within 15 days or less	Up is Better	96.4%	100%	97.2%	90%
Percent of medical cannabis facilities (dispensaries and cultivation centers) receiving at least one quarterly inspection	Up is Better	100%	100%	98%	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	90	113	101	20

Workload Measures

Measure	FY 2021	FY 2022	FY 2023
Daily Issuance of Licenses and Permits			
Number of one-day and substantial change permits issued within 15 days or less	33	121	314
Renewal of Licenses and Permits			
Number of ABC licenses and permits renewed	1,457	1,786	1,081